



OFFICE OF THE PRINCIPAL  
**PANDIT DEENDAYAL UPADHYAYA GOVT. MODEL COLLEGE, KATLICHERRA**  
**Estd- 2020**

P.O-SULTANICHERRA; DIST-HAILAKANDI, PIN-788162 (ASSAM)  
Website-www.pdugmck.ac.in, Email- pdugmc.katlicherra@gmail.com, ☎ -9508145123



No. PDUGMC/KTC/Adv /2023/ 02

Date: 28/11/2023

**Advertisement for the post of Grade III – Junior Assistant**

In pursuance of Director of Higher Education's Letter No. ECF.380717, dated 30-10-2023, applications in prescribed format of Assam Gazette Part IX (Standard Form) with complete Bio-Data (including contact number, e mail) and self attested copies of all testimonials from H.S.L.C. onwards are hereby invited from eligible candidates for the following post within the stipulated date.

**No of post: 0 1,** Junior Assistant (Un-reserved, R.P. No-1)

**Age of candidate:** As per Govt. of Assam, Department of Personnel OM No. ABP.6/2016/51, dated 02-09-2020 age of the candidate should not be more than 40 years on 01.01.2023 with relaxation of 5 years for SC/ST, 3 years for OBC/MOBC and 10 years for PwD candidates.

**Educational Qualification:** Candidates must possess a Bachelor's degree from a recognized University or any examination declared equivalent by the Government and must possesses computer skills for handling data and text on computer

**Pay Scale:** 14000-60500, AGP.6200 with other allowances as per rule and as admissible from time to time.

**Other:** The candidate must have Permanent Residential Certificate (PRC) and must know local language. In service candidates have to apply through proper channel with an NOC from the appointing authority /employer.

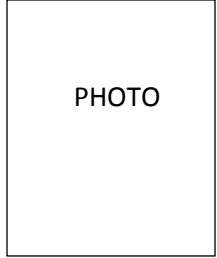
**How to apply:** Apply in the format of Assam Gazette part IX (Standard form). Applications with relevant documents along with a non-refundable Demand Draft of Rs 500/- (Five Hundred) only drawn in favour of Principal Pandit Deendayal Upadhyaya Govt. Model College, Katlicherra payable at State Bank Of India, Hailakandi Branch (IFSC Code: SBIN0000087 & Branch Code: 000087) and must reach the undersigned within 15 days from the date of publication of this advertisement.

**N.B.:** No TA/DA will be paid to the candidates called for interview. Incomplete / defective applications will be rejected at the time of scrutiny and no call letter will be issued to such candidates.



(Dr. S. R. Barbhuiya)  
Principal  
PDUGMC, Katlicherra  
Principal  
PDU Govt. Model College  
Katlicherra, Hailakandi

**STANDARD FORM OF APPLICATION**



To,  
 The .....  
 Name of the Post .....  
 Department/Office .....

1. Name in Full (Block letter) : .....
2. Present Address : ..... Vill/Town.....
3. Permanent Address : ..... Vill/Town.....
4. Father's Name & Address : .....
5. Place of birth including Police Station and District & P.O : .....
6. Are you a citizen of india and if so how? (Copy of citizenship certificate should be enclosed where necessary ) : .....
7. Educational qualification and also the name and full address : .....
8. Other Qualifications : .....
9. Community : .....
- (a) State your religion : .....
- (b) Are you a member of Schedule Caste/Schedule Tribe : .....
- (Answer 'Yes' or 'No') If 'Yes' give particulars supported by a certificate copy of which should be enclosed.
10. Age on the 1<sup>st</sup> January 20... (According to H.S.L.C certificate copy of which should be enclosed) : .....
11. Present occupation (if any) : .....
12. Previous appointment held (if any) : .....
13. Are you a temporary or retrenched personal of Temporary Departmental of the Govt. of Assam (Answer 'Yes' or 'No') State particulars : .....
14. Are you trained in or a member of the National Cade Crops of Territorial Army or trained Home Guards and Civil Defence Volunteers, if so give particulars. : .....
15. Employment Registration No. : .....
16. Whether there is any Govt./Semi Govt. Employees in your family if any, Particulars of such family member like relationship, name of the job, pay drawn, place of posting, permanent /Temporary etc. should be furnished. : .....
17. Family's income certificate from the Gaon Panchayat /DC/SDO/Circle Officer to be furnished : .....
18. Examination Centre : .....

I am a candidate for the post ..... and the stated above are true to the best of my knowledge and behalf. In case of any false statement, I am liable to any action the Government deem fit and proper.  
 A treasury challan of Rs ..... is attached herewith.

19. To be filled in by Candidate  
 Date: .....  
 Place: .....

Signature of Candidate

## BIO-DATA

**NAME OF THE CANDIDATE:** \_\_\_\_\_

**FATHER'S NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

**DATE OF BIRTH:** \_\_\_\_\_ (DD/MM/YYYY)

**CASTE:**  UR /  OBC /  MOBC /  ST(P) /  ST(H)

**NATIONALITY:** \_\_\_\_\_

**MOBILE NO:** \_\_\_\_\_

**EMAIL ID:** \_\_\_\_\_

**EDUCATIONAL QUALIFICATION:**

PARTICULARS	YEAR OF PASSING	BOARD/ UNIVERSITY	TOTAL MARKS	MARKS OBTAINED	PERCENTAGE
HSLC					
HSSLC					
GRADUATION					
OTHER QUALIFICATION					

**COMPUTER COURSE (DCA/ADCA/PGDCA/ANY OTHER) :** \_\_\_\_\_

**LANGUAGES KNOWN:** 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

4. \_\_\_\_\_ 5. \_\_\_\_\_

Signature of the Candidate