

OFFICE OF THE ACCOUNTANT GENERAL (AUDIT) NAGALAND, KOHIMA.
Tele: 0370-2225309, FAX: 0370-2243117

Advertisement No. A/A/2-30/98-99/Vol.II/517-521

CLOSING DATE: 31-08-2011

The offices of the Accountant General (Audit) Nagaland, Kohima and Accountant General (A&E) Nagaland, Kohima, invite applications on plain paper, in the annexed format for recruitment to the posts of **Multi Tasking Staff, Group-C (Erstwhile Group-D)** (General Central Service, Non-Gazetted and Non-Ministerial post) in Pay Band-1(5200- 20200/-) + Grade Pay 1800/-.

1. THE OFFICE-WISE NUMBER OF VACANCIES AND RESERVATION:

Name of the office	Vacancies	Reservation	Station
Accountant General (Audit), Nagaland, Kohima.	3	2-UR 1-ST	Kohima
Accountant General (A&E), Nagaland, Kohima.	1	1-ST	Kohima

The number of vacancies given above is tentative only and may undergo a change.

2. NATIONALITY / CITIZENSHIP:

A candidate must be either:

- (a) a citizen of India, or
- (b) a subject of Nepal, or
- (c) a subject of Bhutan, or
- (d) a Tibetan refugee who came over to India, before the 1st January,1962, with the intention of permanently settling in India, or
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania(Formerly Tanganyika and Zanzibar),Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India.

Provided that a candidate belonging to categories (b), (c), (d) and (e) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

3. AGE LIMIT: 18-25 years as on 30-07-2011.

Note (a): The crucial date for age-limit is reckoned with reference to the Closing date for receipt of applications (i.e. **31-08-2011**).

Candidate should note that Date of Birth as recorded in the Matriculation / Secondary Examination Certificate or an equivalent certificate available on the date of submission of application will be accepted by the office for determining the Age- eligibility and no subsequent request for its change will be considered or granted.

Note: (b) Permissible relaxation of Upper age limit prescribed under **Para (3)** above:

Category	Age-Relaxation permissible beyond the Upper age limit
SC/ST	5 years
OBC	3 years
PH	10 years
PH + OBC	13 years
PH + SC/ST	15 years

Note (c): PROCESS OF CERTIFICATION AND FORMAT OF CERTIFICATES: Candidates who wish to be considered against vacancies reserved or seek age-relaxation **must submit requisite certificate** from the competent authority issued on or before the prescribed date, in the **prescribed format** whenever such certificates are sought by the office. **Otherwise**, their claim for SC/ST/OBC/PH status will not be entertained and their candidature/applications will be considered under **General (UR)** category.

4. EDUCATIONAL QUALIFICATION:

(As on 31.08.2011) Must have passed Matriculation Examination or equivalent from a recognized Board.

5. MODE OF SELECTION: Through Screening Process/Personnel Interview.

6. Application should be accompanied with attested copies of Certificates in support of Age, Educational Qualification, Certificates of SC/ST/OBC/PH where applicable, Character Certificate from 2(two) reputed citizens of the permanent residential locality and 02(two) self addressed envelopes (size-27 cmX12cm), duly stamped.
7. The application should be addressed to **The Deputy Accountant General (Audit), O/o the Accountant General (Audit), Nagaland, Kohima, Pin-797 001**. Candidates should indicate **“Application for recruitment to the post of Group D, 2011”** on the envelope containing the application and should be sent through ordinary post only.
8. The candidates selected to the post(s) will have to undergo verification of character and antecedent before appointment and will be on probation for a period of two years from the date of appointment.
9. **OFFICE’S DECISION FINAL:** The decision of the Office in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection and interviews, selection and allotment of office to selected candidates will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

“The office, if considered necessary, may adopt a system of short-listing of candidates through a screening process and only the short-listed candidates would be called for interview.”

Sd/

**Deputy Accountant General (Audit)
Office of the Accountant General (Audit),
Nagaland, Kohima.**

Form-A

Affixed
recent
passport size
photograph

- 1. **Name** :.....
(in Block letters)
- 2. **Father's name** :.....
- 3. **Date of Birth** :.....
- 4. **Age as on 31-08-2011:**
- 5. **Sex (Male/Female):**.....
- 6. **Educational Qualification:**.....
- 7. **SC/ST/OBC** :.....
- 8. **Whether claiming age relaxation (Yes/No):**.....
- 9. **Postal Address** :.....
.....
.....
.....

- 10. **Permanent Address** :.....
.....
.....
.....

- 11. **Telephone Number (If any):**.....
- 12. **Experience (if any)** ;.....
.....
.....

- 13. **Character Certificate from 2(two) reputed citizens of the permanent residential locality to be enclosed:**.....

- 14. **Any other enclosure** :.....
.....

I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after the recruitment, my candidature / appointment is liable to be cancelled.

Place:

Date:

Signature of the Candidate

NOTE

**Do not leave any field blank.
Unsigned application will be rejected.**