

SHORT NOTICE

Advertisement for the Non-Technical Posts in the

KVK West Khasi Hills District under the Department of Agriculture as Host Organization.

Applications in Standard Form are invited from Indian Citizens (as defined in Article 5 of the Constitution of India) who are permanent residents of the state of Meghalaya for recruitment to the following Non-Technical Post in the Krishi Vigyan Kendra, West Khasi Hills District under the Department of Agriculture as Host Organization on contract basis. Attested copies of all relevant documents and testimonials should be attached with the application. Application forms without these documents shall be summarily rejected.

The eligible applicants will have to appear in a Personal Interview before the Selection Committee, duly constituted for the purpose by the Director of Agriculture. Candidates canvassing directly or indirectly shall be disqualified.

1. List of Vacancies

Sl. No.	Name of Post	No. of vacancies	Scale of Pay and corresponding Grade Pay (G.P)	Essential Qualification
1.	Office Superintendent cum Accountant/ Office Assistant	1	9300-34800 (G.P 4200)	Master in Business Management / Post Graduate Diploma in Business Management / M.A. / M.Com. / C.A. with minimum 5 years of experience of working as Junior Accountant or Senior clerk dealing with financial accounts matter.
2.	Junior Assistant/ Stenographer	1	5200-20200 (G.P 2400)	B.A. / B.Com. / B.Sc. with certificate of Stenography, Computer and Typing.
3.	Driver-cum-Mechanic	1	5200-20200 (G.P 2000)	(i) Class eight pass with driving license for both heavy and light vehicles. (ii) At least 5 years experience of driving a car or jeep or a mini bus.
4.	Supporting Staff (Skilled)	1	5200-20200 (G.P 1800)	Eight class pass having skill to ride cycle/motorcycle.

2. **Age Limit:** - 18-27 years as on 01-03-2019 relaxable by 5 years for candidate belonging to Scheduled Tribe of Meghalaya.

3. **Last date of receipt of application:** Applications will be received upto 5th April 2019 at office of the **Krishi Vigyan Kendra, West Khasi Hills, Nongshillong**. Applications received after that date shall not be considered.

4. **Conditions of Appointment**

1. All the above posts are purely on contractual basis with no provisions for regularization and will cease as and when the Government of India terminates the project.
2. The scale of pay as adopted by ICAR for all KVKs in the country shall be considered for the post mentioned.
3. The terms and condition of service under the KVK will be governed by ICAR norms as per M.O.U agreed upon by ICAR, New Delhi and The Department of Agriculture, Meghalaya.
4. Applicants who have a working knowledge (read and write) in any of the local languages (Khasi / Jaintia / Garo) will be preferred.
5. No TA/DA and official accommodation will be provided for appearing in the interview.
6. Candidates should bring all the relevant certificates, mark sheets in original for verification
7. Please note that the following documents need to be submitted along with the applications:-
 - i. Admit cards of all examinations from X to Degree/ PG degree
 - ii. Birth certificate
 - iii. Mark sheets (from Board to Degree Course)
 - iv. Degree Certificate
 - v. ST/SC/OBC Certificate
 - vi. PRC for Non-Tribal
 - vii. Character Certificate
 - viii. Photographs (2 Nos.)

i/c Senior Scientist & Head
KVK West Khasi Hills