



OFFICE OF THE MISSION DIRECTOR::RASHTRIYA UCHCHATAR SHIKSHA ABHIYAN
KAHILIPARA::GUWAHATI-781019

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No.ARUSA/PAN/46/2019/1/2961

Date: 30/01/2020

RUSA, Assam is looking for energetic person, who have the dedication to work in a Mission Mode situation for a post at the State Mission Office of RUSA, Assam. A walk-in interview in the Rashtriya Uchchatar Shiksha Abhiyan, Assam (RUSA) is to be conducted for the post of Accounts Assistant on temporary basis for **6 (six) months**. The mode of recruitment for the post will be on Contractual Basis for **6 months**.

The details of the post are as given below:

Name of Post	No. of post	Age limit	Qualification	Remuneration
Accounts Assistant	1 (One)	Below 45 years	Graduate in Commerce (major in Accountancy) with experience in Accounting, Tally and other financial systems.	Rs.25,000 per month

Job location: Office of the Mission Director, RUSA, Assam, Kahilipara, Guwahati: 781019.

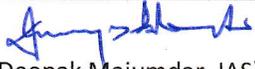
Place of Interview: Office of the Mission Director, RUSA, Backside of Directorate of Secondary Education office, DPI, Kahilipara, Guwahati :781019, Assam.

Note:

1. Candidates to report by **10:00 A.M.** on stipulated date as given below. Candidates arriving late than stipulated time and date will not be considered.
2. Each candidate should apply in separate application form for the post of Accounts Assistant. The application form is given herewith.
3. Along with the application form the candidate has to submit curriculum vitae with the self attested copies from HSLC onwards of his/her educational qualifications, certificates and other documents on the date of interview.
4. The candidate must have proficiency in computer application (minimum 3 months certificate).
5. Original documents will have to be produced by candidates during the time of registration/interview.
6. Proof of identity like pan card/driving licence/voter card/aadhar card are to be furnished with self attestation.
7. Proof of age must be furnished.
8. The candidate must have certificate in Tally (minimum 3 months).
9. Candidate with minimum 3 years experience in Accounts related works at reputed Govt./semi Govt. organization will be given preferences.
10. No TA/DA is admissible to the candidates for appearing in the interview.

The date of holding the interview for the post is given below:

Name of Post	Date of Walk-in Interview
Accounts Assistant	11/02/2020 (Tuesday)


(Dr. Deepak Majumdar, IAS)
Mission Director
RUSA, Assam