

TRIPURA TRIBAL AREAS AUTONOMOUS DISTRICT COUNCIL
OFFICE OF THE CHIEF EXECUTIVE OFFICER
KHUMULWNG: WEST TRIPURA.

No. F. 2(442)/ADC/Estt./22/ 2721-22

Dated: 4/9/2023.

ADVERTISEMENT

Application(s) in plain paper is hereby invited from the bonafied Indian Citizen and permanent resident of Tripura State having requisite educational qualification and experience for appointment on contract basis to the post of (1) Dy. Executive Officer (Finance) and (2) Accounts Officer (A/O) on contract basis on consolidated monthly remuneration of (1) Rs. 40,000/- and (2) Rs. 35,000/- only respectively for the period of 11(eleven) months. Selection will be made through Walk-in-Interview on 11-09-2023 & 12-09-2023 at Naruwai Tongthai at 11:00am to 3:00pm.

Sl. No.	Name of post	No. of post	Eligibility
1	2	3	4
1.	Dy. Executive Officer (Finance)	01(One) No.	1. Educational Qualification & other qualification:- Having minimum qualification of Master Degree in Commerce (M.Com) or equivalent. (i) Preference will be given to those having working experience in fiscal policy including Budgeting and accounting system etc. (ii) Preference will also be given to those having in M.B.A (Finance). Age limit:- Minimum 18 years and maximum 37 years as on 01/09/2023 and relaxable by 5 years for ST/ SC Candidates.
2.	Accounts Officer (A/O)	1 (One) No.	1. Educational Qualification & other qualification:- Having minimum qualification of Bachelor Degree in Commerce (B.Com). 2. Preference will be given to those having working experience in Budgeting and accounting system etc. Age limit:- Minimum 18 years and maximum 37 years as on 01/09/2023 and relax able by 5 years for ST/ SC Candidates.

1. Application should be addressed to the Executive Officer (Admn.), TTAADC, Khumulwng in plain paper mentioning Bio-Data enclose with self attested copies.
2. Applicant should bring duly filled in prescribed format of application for submission at the time of appearing before the Interview Board with original testimonials and self attested copies of PRTC, Admit card of Madhyamik (for age proof certificate), Mark sheet H.S (+2 stage), Graduation Certificate and any other experience in the fields on equivalent to any other experience certificate and recent passport size photograph.
3. Applicants should avoid submitting multiple applications. He/ She should choose/ submit any 1 (one) no. of post out of 2 (two) nos. post.
4. The selection of candidates shall be made on the basis of their performance in the requisite qualification and personality test by adding marks obtained in the personal test and position of the candidate in merit list will depend on the aggregate of both.
5. For further details, please visit the websit of the TTAADC- <http://www.ttaadc.gov.in>

4/9/23
Addl. Chief Executive Officer(Admn.)
TTAADC, Khumulwng.

Copy to:

1. The Executive Officer (Fin), TTAADC for information. He is requested to publish the advertisement in the TTAADC website accordingly.
2. The Principal Officer (ICAT), TTAADC for information. He is requested to publish the advertisement in the daily local news paper accordingly.

Annexure-I

Selection process:-

1. Selection may be made on the basis of merits of the candidates, based on the following parameters:-

- | | |
|-----------------------------------------------------------------------------------------------------------------------|--------------|
| (i) Knowledge about Planning Commission, Finance Commission and fiscal Policy including budgeting and accounts system | - 25 Marks |
| (ii) History and geography, TTAADC and current affairs. | - 10 Marks |
| (iii) Knowledge in IT and computer | -- 05 Marks. |
| (iv) Oral Test to know his/her knowledge in Indigenous languages | - 05 Marks |
| (iv) Personality, Smartness and attitude | -05Marks |

.....
Total Marks - 50 Marks.

2. (i) The Merit list will be made according to the merit on the basis of marks obtained after totaling marks scored in APL, marks obtained for experience, if any & marks obtained in interview/personality test by a candidate.
- (ii) In the recommendation list, merit position of the candidates securing equal marks will be finalized as their seniority of age and in case of candidates securing equal marks in aggregate and also of the same age will be decided on the basis of percentage of marks obtained in the minimum Education Qualification prescribed. The same procedure is to be followed for preparing waiting list candidates, if there be any.
- (iii) The decision of the Recruitment Board shall be considered a panel list maintaining 1:2 ratio in making the final merit list of the candidates, based on the criteria of selection.
- (iv) The candidates will be selected the TTAADC authority from the merit list.


Addl. Chief Executive Officer
TTAADC, Khumulwng.

Schedule-1
Application form for direct recruitment to the posts on the
Tripura Tribal Areas Autonomous District Council

Affix self-attested Recent Passport Size
Colour Photograph. (Also provide three
extra copy of photographs) Do not staple
your photograph here.

To
The Executive Officer (Admn)
TTAADC, Khumulwng.

Subject: - Application for the post of.....

Ref: - Your Advertisement No..... Dated..... published
in..... dated..... inviting applications for the post.

Sir,
With reference to above, I would like to offer myself as a candidate for the post
of..... under the Tripura Tribal Areas Autonomous District Council.

Necessary particulars of my candidature are as follows:-

1.	Application for post applied for	
2.	Name of the Candidate (in Block letters)	
3.	Father/Mother/ Husband's name	
4.	Present postal Address	Vill:-..... P.O:-..... PIN Code:-..... P.S:-..... District:-..... State:-.....
5.	Date of Birth	
6.	Nationality	
7.	Caste Status	SC/ ST/ General/ PH
8.	Educational Qualification	
9.	Technical Qualification	
10.	Working experience, if any.	
11.	Employment Exchange Registration No.	Registration No.:- Valid up to:-
12.	Contact No.	Mobile:- Email:-

13.	If employed in Govt/ Private under taking department? If yes, wheather permission obtained for better employment/ applied through proper channel?	
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Place:-

Date:-

Signature of applicant

Encl:- (i) PRTC, Admit of mdhyamik Exam (for DoB).
• (ii) Marksheet of Class-XII, Graduate & Master degree.
(iii) Certificate of any other experience in the field.
Copies duly filled in with signature.

TRIPURA TRIBAL AREAS AUTONOMOUS DISTRICT COUNCIL
OFFICE OF THE CHIEF EXECUTIVE OFFICER
TRIPURA WEST : KHUMULWNG.


No. F. 2(442)/ADC/Estt./22/ 1714-16 .

Dated, ...06/09/2023.

CORRIGENDUM

Please read "the maximum age limit as 40 years instead of 37 years" for the post of Dy. Executive Officer (Fin.) & Accounts Officer of TTAADC in the column No. 04 which appeared in Memo. No. F. 2(442)/ADC/Estt./22/2721-22, dated.04/09/2023 issued by the Addl. Chief Executive Officer, TTAADC, Khumulwng.

The others content of the memo will remain unchanged.


Addl. Chief Executive Officer
TTAADC, Khumulwng.

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Addl. Chief Executive Officer
TTAADC, Khumulwng.