

**ASSAM STATE URBAN LIVELIHOODS MISSION SOCIETY
(NULM, ASSAM)**

DISPUR, GUWAHATI, ASSAM – 781006

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No. DMA (NULM) 17/2014/181

Date: 29th February, 2016

ADVERTISEMENT

Applications are invited for contractual engagement at City Mission Management Unit (CMMU) under Assam State Urban Livelihoods Mission Society, Assam (NULM Assam) for the following positions:

CITY MISSION MANAGEMENT UNIT (CMMU)

Sl. No	NAME OF POST	NO OF VACANCIES	AGE LIMIT	QUALIFICATION/ ELIGIBILITY	PAY RANGE (in Rs.)
1	Manager – Skills & Micro Enterprises (Contractual)	24	27-45 Yrs	2 Years Full Time Post Graduate Diploma in Business Management / Full Time MBA with minimum 3 years of experience in implementation of skills training and placement programmes / micro-enterprises promotion preferably in poverty reduction programmes.	45000-60000
2	Accountant (Contractual)	24	23-35 Yrs	Graduate in Commerce having experience and knowledge in computer applications and Tally latest version.	15000-20000
3	Computer Operator (Contractual)	24	23-35 Yrs	Graduate in any discipline having knowledge and experience in documentation, reporting, data analysis and online monitoring activities in social / community development projects. Working knowledge of data management software will be desirable.	15000-20000

IMPORTANT INSTRUCTIONS:

1. This engagement will be purely temporary on contractual basis and NULM Mission related only.
2. Initially this engagement will be for 11 months. Based on performance and requirement of the mission, contract may further be extended.
3. Candidates willing to apply must submit their Bio-Data in the prescribed format.
4. The prescribed format for job application can be downloaded from the website www.nulmassam.in.
5. Passport size colour photograph must be pasted in the job application format.
6. There is no need to attach any supporting testimonials with the job application.
7. The application for the post of **Manager- Skills & Micro Enterprises** is to be submitted on or before **14th March, 2016** to the State Mission Director, Assam State Urban Livelihoods Mission Society, Office of the Director of Municipal Administration, Dispur, Guwahati – 781006.

8. The application for the posts of **Accountant** and **Computer Operator** is to be submitted on or before **14th March, 2016** to the Executive Officer of the respective NULM cities. The list of NULM cities is as under:

- i) Nalbari- Nalbari Municipal Board
- ii) Barpeta- Barpeta Municipal Board
- iii) Darrang- Mangaldai Municipal Board
- iv) Dhubri- Dhubri Municipal Board
- v) Goalpara- Goalpara Municipal Board
- vi) Bongaigaon- Bongaigaon Municipal Board
- vii) Morigaon- Morigaon Municipal Board
- viii) Nagaon- Nagaon Municipal Board
- ix) Sonitpur- Tezpur Municipal Board
- x) Golaghat- Golaghat Municipal Board
- xi) Jorhat- Jorhat Municipal Board
- xii) Sivasagar- Sivasagar Municipal Board
- xiii) North Lakhimpur- North Lakhimpur Municipal Board
- xiv) Dibrugarh- Dibrugarh Municipal Board
- xv) Tinsukia- Tinsukia Municipal Board
- xvi) Hailakandi- Hailakandi Municipal Board
- xvii) Cachar- Silchar Municipal Board
- xviii) Karimganj- Karimganj Municipal Board
- xix) Dhemaji- Dhemaji Town Committee
- xx) Kokrajhar- Kokrajhar Municipal Board
- xxi) Chirang- Kajalgaon Town Committee
- xxii) Udalguri- Udalguri Town Committee
- xxiii) Dima Hasao- Haflong Town Committee
- xxiv) Karbi Anglong- Diphu Town Committee

9. Candidates for the posts at Sl. No. 2 & 3 can apply for any 1 (one) NULM city only.

10. The shortlisted candidates may have to appear for a written test and/or interview for which no TA/DA shall be paid.

11. Incomplete application shall be rejected without any information and only shortlisted candidates will be called for written test and/or interview.

12. Mere fulfillment of the minimum qualification will not vest any right on a candidate for being called for written test/interview.

13. State Mission Director reserves the right to shortlist the candidates for written test / interview based on qualification and experience and number of applications received.

[N.B. Selected candidates for the post of Manager, Skills & Micro Enterprises may be posted in any one of the 24 nos of NULM cities.

Those who do not want to be posted in any NULM city of the State, need not apply.]

Sd/-
State Mission Director (ASULMS),
Assam, Guwahati-6