## <u>No. 310/2015/RC/Admn/NRLM/131</u> <u>Date: 19/10/2016</u>

## **ADVERTISEMENT**

Application are invited for the following contractual post on monthly remuneration of **Rs. 10,000/-**(**Rupees ten thousand**) **only each, purely on temporary basis** under NRLM Resource Cell (NRLM-RC) housed in NIRDPR-NERC. Application in Standard form along with photocopy of educational certificate, one passport photograph and proof of skills as desired should reach the undrsigned on or beofre 28<sup>th</sup> october, 2016. Only shortlisted candidates will be called for interview.

Details of the posts:

1. Name of position	:	Office Assistant.
2. Number of position	:	01 (one)
3. Academic Qualification	:	Minimum class XII passed.
4. Desirable	:	Systems, familiarity in handling office items including
		files and equipment and open to flexible working hours.

Administration officer

To Notice board

Copy to

- 1. PA to Director for information
- 2. Accounts Officer
- 3. Shri S.K. Ghosh, Sr. CPA with a request to upload the same on NERC's website
- 4. NRLM-RC, NIRDPR- NERC
- 5. Office Copy