

No: SED/ESTT/ICA/1(70)/2019/ 627

Date: - 17-08-2020

EMPLOYMENT NOTIFICATION: 09/2020-21

Applications are invited from the eligible candidates to recruit in the following posts on **Purely Contract Basis** for a period of **11(Eleven) months**. Details of the posts are given below.

Sl. No	Name of the Post	Total No. of Post	Essential Qualification & Experience	Desirable qualification & Experience	Max. Age Limit	Gross Contractual pay/Month
1	Junior Correspondent or Journalist	02	Degree of a recognized University. Relaxable in case of SC/ST up to H.S (+2) Stage Passed i) 3 years working experience as reporter / correspondent with widely circulated Newspaper / Journal / News Agency. ii) Familiarity with rural life of Tripura.	a) Diploma in Journalism b) Knowledge in Bengali/English /Hindi & Kokborok	37 years	₹ 35,000/-
2	Editors	03	Degree of a recognized University. i) At least 3 yrs experience in editing and publication of various matter in Govt. Dept or similar experience in editing and publication of Newspaper or Journal of standing.	a) Master Degree in English b) Knowledge in Bengali/English	35 yrs	₹ 35,000/-
3	Hindi Translator	01	Graduate in Hindi	a) Master Degree in Hindi b) 2 yrs experience in the work of translation in a bonafied organization	40 Yrs	₹30,000/-
4	Kok-borok Translator	01	Graduate in Kok-borok	a) Master Degree in Kok-borok b) 2 yrs experience in the work of translation in a bonafied organization	40 Yrs	₹30,000/-
5	Hindi Typist	01	(a) Graduate in Hindi (b) Type test certificate having a speed not less than 40 words/min	2 yrs experience in typing Hindi in a bonafied organization	40 Yrs	₹. 15000/-
6	Kok-borok Typist	01	(a) Graduate in Kok-borok (b) Type test certificate having a speed not less than 40 words/min	2 yrs experience in typing Kok-borok in a bonafied organization	40 Yrs	₹15000/-

Terms & Conditions: (1). The selected candidates would be appointed on Purely Contract Basis for a term of **11(Eleven) months** and may be extended on performance and requirement. (2). The selected candidates should come under an agreement as per the norms with the SOFED. (3) The selection shall be made as per the reservation rules/policy of the State Govt. (4) The candidates shall be selected through written examination or interview on purely merit basis and the date of such test shall be informed on due course. (5) Age relaxation for SC-ST candidates shall be as per Govt. norms.

Application shall be received at the Office of the Member Secretary, SoFED, ITI Road, Indranagar, Agartala- 799006 up to 4:00 PM of 27th August, 2020.

The 'Specimen Application Form' may be downloaded from the website www.sofed.in

SD/-
MEMBER SECRETARY, SoFED

N.B. The eligible candidates who were applied with reference to our earlier notification No. 02/2020-21 dated 21-05-2020 need to be re-applied as per the new format of application which may be downloaded from our website www.sofed.in. The earlier application with the documents may be collected from our office during the office hour.

SPECIMEN APPLICATION FORM
EMPLOYMENT NOTIFICATION: 09/2020-21

Affix a Passport
size latest
coloured
photographed
and sign on it (Do
not staple)

(To be filled by the Office)

Sl. No/Token No.
_____/_____/2020

To
The Member Secretary,
Society for Entrepreneurship Development (SoFED),
ITI Road, Indranagar, Agartala, Tripura- 799006.

Sub: **Prayer for the post of** _____ **Item No.** _____

1. Name of the candidate: SRI / SMT _____
(in Block Letters)

2. Father's / Husband's Name : Sri / Late _____

3. Permanent address : Vill _____ P.O _____
Sub-Div. _____ Dist. _____
Pin. _____

4. Present Address : Vill _____ P.O _____
Sub-Div. _____ Dist. _____
Pin. _____

5. Social Category : ST / SC / UR

6. Contact no : _____

7. email ID : _____

8. Date of birth : DD _____ / MM _____ / YYYY _____

9. Age as on 01/08/2020 : _____ Years _____ Month _____ Days

10. Educational Qualification:

Sl No	Name of the examination	Board/University	Year of passing	Grade/Marks obtained		CGPA to % conversion factor (copy of the conversion factor to be enclosed)
				CGPA	Percentage	
1						
2						
3						
4						

10. Previous experience: (Certificate /Certificates to be enclosed)

Sl No	Capacity/ Designation	Experience period (From DD-MM-YYYY to DD-MM-YYYY)	Experience Duration (YY-MM-DD)	Name of the Company/ Organization/Dept
1				
2				
3				
4				

DECLARATION BY THE CANDIDATE

I do hereby declare that all the information furnished above is true to the best of my knowledge. If any information furnished above found incorrect/false, my candidature may be disqualified by the authority of SoFED.

Place:
Date:

Full Signature of the candidate

.....Cut Here.....

(to be delivered to the candidates)

Acknowledgement cum Admit Card

Sl. No. / Token No _____ / _____ /2020 (to be filled by the office)

(The following to be filled by the candidate)

1. Name of the candidate: SRI / SMT _____
(in Block Letters)
2. Father's / Husband's Name : Sri / Late _____

Affix a Passport size latest coloured photographed and sign on it (Do

(Office Round Seal)

Full Signature of the candidate

Authorised Signatory of SoFED with seal

(This Acknowledgement cum Admit Card shall have to retain by the candidate and shall also liable to produce at the time of examination. No duplicate admit card shall be issued to any candidate in any circumstances. No candidate shall be allowed to appeared in the examination without this Acknowledgement cum Admit Card)

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Self attested photocopy of the following documents to be enclosed with the application.

- (I). Aadhar card
- (II). Caste Certificate
- (III). Age proof (Admit of Madhyamik/Birth Certificate)
- (IV). Final Year Mark sheets of H.S, Graduation, Post Graduation etc.
- (V). Experience Certificates
- (VI). Conversion factor of CGPA to Percentage (if mark/grade is published as CGPA)