

No: SED/ESTT/FOREST/1(101)/2021/2611

Date: 30/09/2021

**RECRUITMENT NOTIFICATION NO. 10/2021-22**

Applications are invited from the eligible candidates permanently residing in Tripura for the posts mentioned below for placing in the CAMPA Project under the Tripura Forest Department with all Tripura service liabilities.

Item No	Name of the Post	No. of post	Essential Qualification & Experience		Monthly Gross Contract Pay	Age Limit
1	Data Analyst-cum-Field Assistant	16 (sixteen) (UR=08, ST=05, SC=03)	i) Graduate from recognized University, ii) Diploma in Computer Application (DCA) from recognized University/Institution iii) Proficiency in handling MS Office, Tally Software and database entry.	4 Yrs experience in the field of data analysis and assistance in a reputed project.	Rs. 24,213.00	21-40 yrs
2	Publicity Manager-cum-Data Analyst	02 (two) (UR=01, ST=01)	i) Graduate from recognized University, ii) Diploma in Computer Application (DCA) from recognized University/Institution	4 Yrs experience in advertising campaigns in reputed projects including campaigns for social media.	Rs. 24,213.00	21-40 yrs

**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 selection shall be made as per the reservation rules/policy of the State Govt.
3. The selected candidates should come under an agreement as per the norms with the SOFED.
4. The candidates shall be selected through written examination or interview on purely merit basis and the date of such test/interview shall be informed on due course.

**Application shall be received at the Office of the Member Secretary, SoFED, ITI Road, Indranagar, Agartala- 799006 up to 5:30 PM of 22<sup>nd</sup> October, 2021.** The application received via post beyond the cutoff date shall be rejected.

**The common Application Form may be downloaded from the website [www.sofed.in](http://www.sofed.in)**

MEMBER SECRETARY, SoFED

**COMMON APPLICATION FORM  
RECRUITMENT NOTIFICATION NO. 10/2021-22**

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

(To be filled by the Office)  
**SI. No/Roll No.**  
\_\_\_\_\_ / \_\_\_\_\_ /2021

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 08-10-2021 : \_\_\_\_\_ Years \_\_\_\_\_ Month \_\_\_\_\_ Days
10. Educational Qualification: (Copy of mark sheet of final year of examination to be enclosed)

Sl No	Name of the examination (Graduation onwards)	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. In addition, if my candidature doesn't match with the requirement of the post/posts, the authority of SoFED is having the right to reject my candidature without showing any reason thereof.

Place:  
Date:

Full Signature of the candidate

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

- (I). PRTC
- (II). Aadhar Card
- (III). Caste Certificate
- (IV). Age proof (Admit of Madhyamik/Birth Certificate)
- (V). Final Year Mark sheets of Graduation, DCA etc.
- (VI). Experience Certificates

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(To be delivered to the candidates)

**EMPLOYMENT NOTIFICATION NO. 10/2021-22**  
**Acknowledgement cum Admit Card**

**Sl. No. / Roll No** \_\_\_\_\_ / \_\_\_\_\_ / **2021** (to be filled by the office)

(The following to be filled by the candidate)

1. Name of the Post: \_\_\_\_\_ (Item No \_\_\_\_\_)

2. Name of the candidate: SRI / SMT \_\_\_\_\_  
(in Block Letters)

3. Father's / Husband's Name : Sri / Late \_\_\_\_\_

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

(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/Interview. No duplicate admit card shall be issued to any candidate in any circumstances. No candidate shall be allowed to appear in the examination/Interview without this Acknowledgement cum Admit Card)*

