

No: SED/ESTT/TSCST/1(81)/2020/

Date: - ...../...../2022

## RECRUITMENT NOTIFICATION NO: 14/2021-22

Applications are invited from the eligible candidates permanently residing in Tripura to recruit in the following posts on purely contract basis for the period of 11 (Eleven) months under different dept. With All Tripura Service Liabilities (ATSL).

Item No	Name of the post	No. of Post	Essential Qualification & Experience	Monthly Contract Pay	Age Limit	Department
1	Jr. Engineer (Civil)	08(UR-4, SC-1, ST-3)	<b>Essential:</b> Minimum B.Tech/BE(Civil) from a NIT/TIT/AICTE approved Institution. <b>Experience:</b> i. Minimum 5(five) years experience under any PSU/Pvt. Sector. ii. Knowledge of 'SOR' of PWD and recording of measurement. iii. Knowledge in auto CAD drawing.	30,000/-	40 Yrs	Tripura Tourism Development Corporation Ltd
2	Microbiologist	01-UR	<b>Essential:</b> Master Degree from a recognized university or institution in Microbiology	25,000/-	40 yrs	Health & Family Welfare
3	Sr. Photographer	01-UR	<b>Essential:</b> i. Madhyamik Passed ii. 10 Years experience in photography and production of news-reel and documentary films. iii. Knowledge of digital photography & practical experience of developing, printing, enlarging of still photos, commentary writing for and editing of news-reels and documentary films.	35,000/-	40 Yrs & 45 Yrs for ST/SC	ICA
4	Photographer	01-UR	<b>Essential:</b> i. Madhyamik Passed ii. Proficiency in photography (Movie & Still). iii. Must have Knowledge of digital photography, printing & developing Photography.	16,050/-	40 Yrs & 45 Yrs for ST/SC	ICA
5	Videographer	01-UR	<b>Essential:</b> i. H.S(10+2)/Madhyamik passed from a recognized board. <b>Desirable:</b> 2/3 Years diploma in videography. <b>Experience:</b> Minimum 3(three) years experience in the relevant field. <b>(Preferable)</b>	16,050/-	40 Yrs & 45 Yrs for ST/SC	ICA
6	English Translator	02 (UR-01, ST-01)	<b>Essential:</b> i. Master Degree in English from a recognized board. <b>Desirable:</b> Good speed in English. <b>Experience:</b> Minimum 2(two) years experience in the relevant field of translation in a bonafied organisation. <b>(Preferable)</b>	35,000/-	40 Yrs & 45 Yrs for ST/SC	ICA
7	Finance Specialist, SLTC	01-UR	<b>Essential:</b> Post Graduate in Finance from recognized university. <b>Experience:</b> Minimum 5 to 7 Years of experience in municipal finance.	32,439/-	40 Years	SLTC(PMAY-U) Urban Development
8	MIS Specialist	16(UR-8, SC-3, ST-5)	<b>Essential:</b> Post Graduate/ Graduate/diploma in computer Science/Electronics or MCA/PGDCA from recognised university. <b>Experience:</b> Minimum 3 to 5 years experience in government/ semi govt./autonomous organizations/private company of repute.	21,394/-	40 Years	CLTC(PMAY-U) Urban Development
9	Project Assistant	03(UR-02, ST-01)	<b>Essential:</b> i. Graduate in Science /Geography / Engineering or related fields. ii. Must have Computer knowledge. iii. Preference will be given to the M.Sc in Geo-informatics and related fields.	16,415/-	40 Years	Tripura State Council for Science & Technology

**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 candidates shall be selected through written examination or interview whichever is convenient on purely merit basis and the date of such test shall be informed on due course.
- (4). Selection panel would be made as per reservation policy of state Govt.

**Application shall be received at the office of the Member Secretary, SoFED, ITI Road, Indranagar, Agartala -799006 up to 4:00 pm of 8<sup>th</sup> March, 2022.**

**The specimen of ' Common Application Form' provided in the below pages.**

Sd/-  
MEMBER SECRETARY, SoFED

**COMMON APPLICATION FORM**  
**EMPLOYMENT NOTIFICATION NO. 14 /2021-22**

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

(To be filled by the Office)  
**Sl. No/Roll No.**  
\_\_\_\_\_/\_\_\_\_\_/2022

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 \_\_\_\_\_  
(Copy of PRTC to be enclosed) Sub-Div. \_\_\_\_\_ Dist. \_\_\_\_\_  
Pin. \_\_\_\_\_

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

5. Social Category : ST / SC / UR  
(Copy of caste to be enclosed)

6. Contact no :

7. Email ID :

8. Date of birth : DD \_\_\_\_\_ / MM \_\_\_\_\_ / YYYY \_\_\_\_\_  
(Admit of Madhyamik/birth certificate to be enclosed)

9. Age as on 01-03-2022 : \_\_\_\_\_ 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				

(Page No-02)

**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:

Full Signature of the candidate

Date:

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, and Post Graduation etc.
- (VI). Experience Certificates

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

(To be delivered to the candidates)

**EMPLOYMENT NOTIFICATION NO. 14/2021-22**  
**Acknowledgement cum Admit Card**

**Sl. No. / Token No** \_\_\_\_\_ / \_\_\_\_\_ /2022 (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 \_\_\_\_\_

<p>Affix a Passport size latest coloured photographed and sign on it (Do not staple)</p>
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(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)*

