

**KARBI ANGLONG AUTONOMOUS COUNCIL**  
**DEPARTMENT OF PERSONNEL (A)**  
**KAAC:: SECRETARIAT**  
**DIPHU-782460**

No.KAAC/G-Esstt./P(A)/2019-2020/423/Pt(IV)A

Dated - 01/07/2021

**ADVERTISEMENT**

In pursuance of the minutes of the meeting of Recruitment board issued Vide No.KAAC/G-Esstt./P(A)/2019-2020/423 Pt (IV)/79, Dated-03/07/2021, applications are invited from intending and eligible candidates who are permanent resident of Karbi Anglong and West Karbi Anglong Districts for filling up the following posts under Karbi Anglong Autonomous Council in Standard Form as prescribed in Assam Gazette.

**1) 1 (one) post of Under Secretary**

1. Scale of Pay:- Pay Band (PB-4) @ Rs 30,000-1,10,000+ Grade Pay of Rs.13,300/- p.m plus other allowances as admissible under rules.
2. Age: - Candidate must not be less than 21 years and not more than 38 years as on 01.01-2021 (Relaxable for SC/ST as per existing rules.)
3. Minimum Educational qualification:- Bachelor Degree in Arts/ Science/Commerce from any recognized University.

**2) 1 (one) post of Assistant Revenue Officer (ARO)**

1. Scale of Pay:- Pay Band (PB-3) @ Rs.22,000-87,000+ Grade Pay of Rs.10,900 /- p.m plus other allowances as admissible under rules.
2. Age: - candidate must not be less than 21 years and not more than 38 years as on 01-01-2021 (Relaxable for SC/ST as per existing rules.)
3. Minimum Educational qualification.- Bachelor Degree in Arts/ Science/Commerce from any recognized University.

**3) 1(One) post of Estate Officer**

1. Scale of Pay:- Pay Band (PB-3) @ Rs.22,000-87,000+ Grade Pay of Rs.9,700 /- p.m plus other allowances as admissible under rules.
2. Age: - Candidate must not be less than 21 years and not more than 38 years as on 01-01-2021 (Relaxable for SC/ST as per existing rules,)
3. Minimum Educational qualification:- Bachelor Degree in Arts/ Science/Commerce from any recognized University.

**4) 1(one) post of Liaison Officer**

1. Scale of Pay:- Pay Band (PB-3) @ Rs.22,000-87,000+ Grade Pay of Rs.10,900 /- p.m plus other allowances as admissible under rules.
2. Age: - Candidate must not be less than 21 years and not more than 38 years as on 01-01-2021 (Relaxable for SC/ST as per existing rules.)
3. Minimum Educational qualification:- Bachelor Degree in Arts/ Science/Commerce from any recognized University.

**5) 1 (one) post of Junior Engineer (Civil)**

1. Scale of Pay:- Pay Band (PB-2) @ Rs.14,000-49,000+ Grade Pay of Rs.8,700 /- p.m plus other allowances as admissible under rules.
2. Age: - Candidate must not be less than 21 years and not more than 38 years as on 01-01-2021 (Relaxable for SC/ST as per existing rules.)
3. Minimum Educational qualification - 3 years Diploma in Civil Engineering from any Institute recognized by AICTE.

**6) 2 (two) post of Junior Engineer (Electrical)**

1. Scale of Pay:- Pay Band (PB-2) @ Rs 14,000-49,000+ Grade Pay of Rs.8,700 /- p.m plus other allowances as admissible under rules.
2. Age :- Candidate must not be less than 21 years and not more than 38 years as on 01-01-2021 (Relaxable for SC/ST as per existing rules.)
3. Minimum Educational qualification 3 years Diploma in Electrical Engineering from any Institute recognized by AICTE.

**7) 3 (three) post of Forest Ranger**

1. Scale of Pay:- Pay Band (PB-3) @ Rs 22,000-87,000+ Grade Pay of Rs.10,300 /- p.m plus other allowances as admissible under rules.
2. Age :- Candidate must not be less than 21 years and not more than 38 years as on 01-01.2021 (Relaxable for SC/ST as per existing rules.)
3. Minimum Educational qualification:- B.sc or Engineering from any recognized University with atleast one of the following subjects: Botany/ Zoology/ Forestry/ Agriculture/Horticulture/ Veterinary Science Chemistry/ Physics/ Mathematics/ Computer Application/ Environmental Science/ Geology/ Statistics/ Engineer (Agriculture/ Chemical/ Civil/ Computer/ Electrical/ Electronics/ Mechanicals)

**8) 6 (six) post of Junior Administrative Assistant (JAA)**

1. Scale of Pay:- Pay Band (PB-2) @ Rs 14,000-49,000+ Grade Pay of Rs.8,700 /- p.m plus other allowances as admissible un rules,
2. Age :- Candidate must not be less an 21 years and not more than 38 years as on 01.01-2021 (Relaxable for SC/ST as per existing rules.)
3. Minimum Educational qualification Bachelor Degree In Arts/ Science/Commerce from any recognized University with 1 (one) year Diploma in Computer proficiency..

**9) 2 (two) post of Data Entry Operator (finance Department)**

1. Scale of Pay:- Pay Band (PB-2) @ Rs.14,000-49,000+ Grade Pay of Rs.8,700 /- p.m plus other allowances as admissible under rules.
2. Age :- Candidate must not be less than 21 years and not more than 38 years as on 01-01-2021 (Relaxable for SC/ST as per existing rules.)
3. Minimum Educational qualification: Bachelor Degree in Arts/ Science/Commerce from any recognized University and must possess a minimum 1 (one) year Diploma in Computer proficiency.

**10) 1 (One) post of Sectional Assistant(S.A)**

1. Scale of Pay:- Pay Band (PB-2) @ Rs.14,000-49,000+ Grade Pay of Rs.6,200 /- p.m plus other allowances as admissible under rules.
2. Age :- Candidate must not be less than 18 years and not more than 38 years as on 01-01-2021 (Relaxable for SC/ST as per existing rules.)
3. Minimum Educational qualification:- H.S lased and must possess a minimum 6 (six ) Months Diploma/Certificate in Computer proficiency.

**11) 1 (one) post of Principal, Karbi Traditional Music & Culture Research Institute, Diphu**

1. Scale of Pay:- Pay Band (PB-2) @ Rs.14,000-49,000+ Grade Pay of Rs.8,700 /- p.m plus other allowances as admissible under rules.
2. Age :- Candidate must not be less than 21 years and not more than 38 years as on 01-01-2021 (Relaxable for SC/ST as per existing rules.)
3. Minimum Educational qualification:- Bachelor Degree in Anthropology with minimum 2(two) years of experience in Cultural Activities.

**12) 2 (two) post of Generator Operator**

1. Scale of Pay:- Pay Band (PB-1) @ Rs.12,000-37,500+ Grade Pay of Rs.3,900 /- p.m plus other allowances as admissible under rules.
2. Age :- Candidate must not be less than 18 years and not more than 38 years as on 01-01-2021 (Relaxable for SC/ST aver existing rules.)
3. Minimum Educational qualification, Matriculation with ITI Diploma in Electrical or Experience in Electrical Works.

**13) 2 (two) post of Mall**

- 1) Scale of Pay:- Pay Band (PB-1) @r Rs.12,000-37,500+ Grade Pay of Rs.3,900 /- p.m plus other allowances as admissible under rules.
- 2) Age :- Candidate must not be less than 18 years and not more than 38 years as on 01-01-2021 (Relaxable for SC/ST as per existing rules.)
- 3) Minimum Educational qualification:- Read upto Class-X

**14) 4 (Four) post of Office Peon**

- 1) Scale of Pay:- Pay Band (PB-1) @ Rs.12,000-37,500+ Grade Pay of Rs.3,900 /- p.m plus other allowances as admissible under rules.
- 2) Age :- Candidate must not be less than 18 years and not more than 38 years as on 01-01-2021 (Relaxable for SC/ST as per existing rules.)
- 3) Minimum Educational qualification:- Read upto Class-X

**General Instruction**

- 1) The candidate must be permanent resident of Karbi Anglong Autonomous Council areas comprising of Karbi Anglong and West Karbi Anglong district.
- 2) Duly filled up application Form should be addressed to the Joint Secretary, Department of Personnel (A), KAAC, Diphu alongwith Council money receipt of Rs.20.00 only In case of General category and Rs.10.00 only In case of SC/ST candidates.
- 3) Self attested copies of all testimonial in support of the following must be submitted alongwith the application form including Educational Qualifications, Age Proof Certificate, Caste certificate, Current Employment Exchange Registration.
- 4) The application must be legibly filled up in all respects by the candidate with his/her own hand writing and should be submitted in scaled envelop marking on it as "**APPLICATION FOR THE POST OF UNDER SECRETARY/ ASSISTANT REVENUE OFFICER/ ESTATE OFFICER/ LIAISON OFFICER/ JUNIOR ENGINEER (CIVIL)/ JUNIOR ENGINEER (ELECTRICAL)/ FOREST RANGER/ JUNIOR ADMINISTRATIVE ASSISTANT /DATA ENTRY OPERATOR/ SECTIONAL ASSISTANT/ PRINCIPAL (KTM&CRI, DIPHU)/ GENERATOR OPERATOR/ MALI/ OFFICE PEON** " and submit in the drop box in the Department of Personnel 'A'.
- 5) Applications will be accepted from 12/07/2021 during office hours and the last date of submission of application is on 31/07/2021. No application will be accepted/ entertained after last date.
- 6) Incomplete and defective application will be summarily rejected.
- 7) No TA/DA will be provided by the KAAC Authority.
- 8) Reservation of the posts will be as per prescribe Govt. Rules.
- 9) The Competent Authority reserves all the rights to enhance or reduce the posts and also to cancel/postpone the interview at any time without assigning any reason thereof and without any intimation to the candidate.

Sd/-  
Joint Secretary  
Department of Personnel (A)  
Karbi Anglong Autonomous Council  
**D I P H U**