

I/66/2017

O/o. SECRETARY
 No. 6054/Secy/Res/PA/17
 26 MAY 2017
 RECEIVED
 29 MAY 2017
 DESPATCHED

GOVERNMENT OF INDIA
 NORTH EASTERN COUNCIL SECRETARIAT
 MINISTRY OF DEVELOPMENT OF NORTH EASTERN REGION
 NONGRIM HILLS::SHILLONG - 793 003.

Dated: 16/05/2017

To

As per list.

Sub: Advertisement/Vacancy Circular for the posts of (1) Stenographer Grade II, (2) Draftsman Grade I and (3) Upper Division Clerk on deputation basis in the North Eastern Council Secretariat, Shillong.

Sir,

With reference to the subject cited above, I am directed to enclose herewith a copy of the advertisement No. File No. ADMN-13012/1/2017-ADMN dtd. 16.05.2017 for the above mentioned posts to be filled up on deputation basis, for wide circulation in your organization/department. This advertisement is also being published in the Employment News shortly.

It is requested to forward the applications of eligible and willing candidates to the undersigned within 60 days from the date of publication of the advertisement in the Employment News.

Encl.: As stated above.

Yours faithfully,



(E. Swer)

Director (Admn.)

Ph. No.: 0364-2522647

SS
 VSC (press)

0379
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SS (3)
 2/6/17

GOVERNMENT OF INDIA
NORTH EASTERN COUNCIL SECRETARIAT
MINISTRY OF DEVELOPMENT OF NORTH EASTERN REGION
NONGRIM HILLS::SHILLONG - 793 003.

Advertisement No. File No. ADMN- 13012/1 /2017- ADMN

Dated: 16.05.2017

The North Eastern Council Secretariat is looking for the services of suitable officers for filling up the posts of (1) 14 (fourteen) posts of Stenographer Grade II, (2) 01 (one) post of Draftsman Grade I and (3) 16 (sixteen) posts Upper Division Clerk on deputation basis. The details of the posts, eligibility criteria, job requirement, age limit, qualification and experience required for the posts are indicated in Annexure - I below. The pay and other terms and conditions of deputation will be regulated in accordance with DoPT O.M. No. 6/8/2009-Estt. (Pay-II) dated 17.06.2010 as amended from time to time. Cadre authorities/Heads of Departments are requested to forward applications of eligible and willing candidates whose services can be spared on deputation immediately on selection so as to reach the undersigned **within 60 days** from the date of publication of this advertisement in the Employment News. For Curriculum Vitae (Annexure-II) and other details, the candidates are advised to visit and download from the NEC website <http://necouncil.gov.in>.

LIST OF ENCLOSURES TO BE ACCOMPANIED WITH THE APPLICATION/CERTIFICATES TO BE GIVEN BY THE OFFICE/DEPARTMENT WHILE FORWARDING THE APPLICATION.

1. Application in prescribed format-Annexure II duly completed, signed by the applicant and countersigned by the Cadre/Appointing authority.
2. Attested copies of ACRs/APARs for the last five (5) years duly attested on each page with seal by an officer not below the rank of Under Secretary to the Govt. of India or equivalent.
3. Integrity Certificate.
4. Vigilance Clearance.
5. Cadre Clearance Certificate.
6. Major or minor penalty certificate for the last 10 years of service.
7. A certificate to the effect that the particulars furnished by the applicant have been verified and found correct as per service records.


(E. Swer)

Director (Admn.)

Ph. No.: 0364-2522647