

**ADVERTISEMENT**

Online Applications are invited for the following Grade-III (Non-Technical) posts as shown below under the establishment of the Principal-cum-Chief Superintendent Lakhimpur Medical College & Hospital, North Lakhimpur which will be available at the Official website of Directorate of Medical Education, Assam ([www.dme.assam.gov.in](http://www.dme.assam.gov.in)) from 12.05.2020 to 27.05.2020 till midnight.

Sl. No.	Name of Post	Minimum Educational qualification	Scale of pay	Total No. of vacant post	Category Reservation
1	Accountant	B.Com with 1 years Diploma/Certificate in Computer Application	14000-60,500+ GP-7,400	2	UR-1 OBC/MOBC-1
2	Account Assistant	Degree in any discipline with 1 year Diploma/Certificate in Computer Applications	14000-60,500+ GP-6,200	4	UR-3 OBC/MOBC-1
3	Cashier	B.Com with 1 year Diploma/Certificate in Computer Applications	14000-60,500+ GP-7,400	1	UR-1
4	Lower Division Assistant/ Computer Operator -Cum-Clerk /DTP Operator	Degree in any discipline with 1 year Diploma/ Certificate in Computer Application	14000-60,500+ GP-5,600	15	UR-5 OBC/MOBC-1 SC-1, STP-2 STH-1, EWS-1, PwD-1
5	Stenographer	Degree in any discipline with Diploma in Stenography from ITI and 1 year Diploma/Certificate in Computer Application	14000-60,500+ GP-6,200	2	UR-1 OBC/MOBC-1
6	Driver	HSLC or equivalent passed along with valid Medium Motor Vehicle License (Transport) issued by Competant Authority	14000-60,500+ GP-5,600	3	UR-2 OBC/MOBC-1
7	Store Keeper -Cum-Clerk- Cum-Computer Operator	Degree in any discipline with 1 year Diploma/ Certificate in Computer Application	14000-60,500+ GP-5,600	21	UR-8 OBC/MOBC-6 SC-1, STP-2 STH-1, EWS-2 PwD-1
8	Record Keeper -Cum-Clerk- Computer Operator	Degree in any discipline with 1 year Diploma/ Certificate in Computer Application	14000-60,500+ GP-5,600	1	UR-1
9	Record Clerk	Degree in any discipline with 1 year Diploma/ Certificate in Computer Application	14000-60,500+ GP-5,600	7	UR-4 OBC/MOBC-2 STP-1
10	Statistician	The candidate must be M.Sc. in Statistics from a recognized University with good Computer knowledge. Candidate must have bio-statistical data analysis experience	22000-87,000+ GP-9,100	1	UR-1
11	Coding Clerk	Degree in any discipline with 1 year Diploma/ Certificate in Computer Application	14000-60,500+ GP-5,600	4	UR-3 OBC/MOBC-1
12	Library Assistant	Degree in any Discipline with 1 year Diploma/ Certificate in Computer Application	14000-60,500+ GP-5,600	4	UR-3 OBC/MOBC-1
13	Computer Operator	Degree in any Discipline with 1 year Diploma/ Certificate in Computer Application	14000-60,500+ GP-6,200	1	UR-1
14	Receptionist- Cum-Clerk	Degree in any Discipline with 1 year Diploma/Certificate in Computer Application	14000-60,500+ GP-5,600	2	UR-1 OBC/MOBC-1
15	Librarian	Degree in Library Science from a recognized University with 1 year Diploma/Certificate in Computer Application	14000-60,500+ GP-8,700	1	UR-1
16	Deputy Librarian	Degree/Diploma in Library Science from a recognized University with 1 year Diploma/Certificate in Computer Application	14000-60,500+ GP-7,400	1	UR-1
17	Social Worker	Degree in Social Work from recognized Institute	14000-60,500+ GP-6200	3	UR-2 OBC/MOBC-1
18	Medical Record Officer	Degree in any discipline with Diploma/ Certificate in Medical Record Technician Course	14000-60,500+ GP 8,700	1	UR-1
19	Documentalist	Degree in any discipline with 1 year Diploma/ Certificate in Computer Application	14000-60,500+ GP 5,600	1	UR-1
20	Store Keeper- cum Record Clerk	Degree in any discipline with 1 year Diploma/ Certificate in Computer Application	14000-60,500+ GP 5,600	4	UR-3 OBC/ MOBC-1

**Reservation :** Reservation of posts for woman candidate will be as per prevailing Govt. rules.

**Age :** Candidate should not be less than 18 years and not above 38 years as on 01.01.2020. The upper age limit for different reserved categories is relaxable as per existing Govt. Rules.

**Terms & Conditions:**

- Interested candidates shall have to fill up the online application form available at the official website of Director of Medical Education, Assam ([www.dme.assam.govt.in](http://www.dme.assam.govt.in)). Candidate shall have to choose the posts he/ she wants to apply during online submission of the application. There will be single application form for all the posts he/ she wants to apply.
- The following documents in original will have to be produced at the time of document verification if called for and photocopies of all certificates etc. are to be submitted :
  - 2 (two) copies of passport size colour photograph which is uploaded during filling up of online application form submission.
  - Admit Card of HSLC or equivalent or birth certificate for age proof.
  - All marks sheets and pass certificates
  - Caste certificate (where applicable)
  - Person with Disability (Divyang) Certificate
  - Permanent residentship certificate
  - Employment Exchange Registration Certificate.
  - Economically Weaker Section (EWS) Category Certificate in proper format.
- Details of selection procedure will be published in due course of time.
- Candidates are required to visit the website [www.dme.assam.gov.in](http://www.dme.assam.gov.in) regularly for any update.