

GOVERNMENT OF MANIPUR
SECRETARIAT: LAW & LEGISLATIVE AFFAIRS
DEPARTMENT

ADVERTISEMENT
Imphal, October 25, 2016

No. 1/6/2016-HRC(law) : Applications are hereby invited from intending candidates for engagement of the following posts for the Manipur Human Rights Commission on contract basis for one year which may be extendable, through sponsorship of the concerned Employment Exchange of Manipur.

Sl. No.	Name of Post	Number of post	Essential Qualification	Pay scale (ROP 2010)	Monthly emolument
I	II	III	IV	V	VI
1.	Accountant	1 (one) (UR)	B.com with computer knowledge (MS word, Excel)	Rs. 5200-20200 +GP Rs. 2400	Rs. 7,600/-
2.	Computer Operator	1(one) (UR)	Graduate from a recognized University with PGDCA degree or equivalent.	Rs. 5200-20200+GP2800	Rs. 8,000/-
3.	LDC	1(one) (UR)	Graduates who have completed a course on computer concepts (DOS + Windows + MS Office + Multimedia + Internet) – (CCC) of a recognized Institute.	Rs. 5200-20200 + GP1900	Rs. 7,100/-
4.	Driver	1(one) (UR)	HSLC or equivalent from a recognized University/Board with driving experience of not less than 3 years.	Rs. 5200-20200 + GP1900	Rs. 7,100/-
5.	Peon	2(two) (UR)	Matriculate/HSLC or its equivalent from a recognized University/Board.	Rs. 4440-7440 +GP Rs. 1300	Rs. 5,740/-
6.	Chowkidar-cum-Sweeper	1(one) (UR)	Matriculate/HSLC or its equivalent from a recognized University/Board.	Rs. 4440-7440 +GP Rs. 1300	Rs. 5,740/-

2. Examination Scheme in respect of the above posts will be notified separately.

3. Tentative Timeline for the recruitment :-

Date of requisition to the respective Employment Exchange of Manipur	Last date of sponsorship from the respective Employment Exchange, Manipur	Date of issue of application form by the Deptt.	Last date of form submission to the Deptt.	Issue of Admit Card	Date of written test	Viva-voce & other test
II	III	IV	V	VI	VII	VIII
25.10.2016	14.11.2016	15.11.2016	22.11.2016	25.11.2016	26.11.2016	To be intimated later

Contd./

4. Age Limits :- 38 (thirty eight) years & below (upper age limit is relaxable for Govt. servants appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post/ service and by 5 years for SC/ST candidates and by 3 years for OBC candidates and a Govt. servant who belongs to SC/ST will get the facility admissible to a Govt. servant in addition to the relaxation admissible to SC/ ST candidates).

5. The willing and eligible candidates should get their names sponsored by the concerned Employment Exchange Offices on or before 14.11.2016 Thereafter, the sponsored candidates should collect the application form from the undersigned.

6. Documents to be submitted: Completed application form for the respective categories of post along with the required number of passport size photographs (3 nos.) and self attested copies of the documents/certificates (mentioned in the application form).


(Nungshitombi Athokpam)
Joint Secretary (Law),
Government of Manipur

Copy to :-

1. The Director, Information and Public Relations Department, for kindly publishing in Local Papers as news item.
2. The Director, All India Radio, Imphal for broadcasting the above as news item for one day.
3. The Joint Secretary, Manipur Human Rights Commission.
4. The Website Manager, IT Deptt. for uploading in the Manipur Government Website.
5. The Editor, Huiyen Lanpao (Manipuri) & Sangai Express (English). for publication for 2 consecutive days. Bills along with copies of local papers should be furnished to the Secretary (Law), Government of Manipur after publication.
6. Notice Board
7. Guard file.