

GOVT. OF ASSAM  
OFFICE OF THE CITY MISSION MANAGEMENT UNIT::KARIMGANJ  
NATIONAL URBAN LIVELIHOODS MISSION

Karimganj Municipality Board building, Main Road, Karimganj, 788710, Assam  
E-mail: [karimganj.cmmu@gmail.com](mailto:karimganj.cmmu@gmail.com) Ph. No. 03843-266021

No. ASULMS/KCMMU/Recruitment/2016-17/03/V-III/ 1098

Dated: 03-02-2024

**ADVERTISEMENT**

Applications are invited in the prescribed form of application from eligible Indian Citizens for the Post of Accountant (1 No.) under City Mission Management Unit, Karimganj and Community Organiser (1No.) under CMMU, R.K.Nagar for contractual engagement under Assam State Urban Livelihood Mission Society (DAY- NULM).

Sl. No	Name of Post	Place of Posting	Age Limit	Qualification/Eligibility	No. of Vacancy	Monthly Remuneration (in Rs.)
1.	Accountant	CMMU, ASULMS( DAY-NULM), Karimganj	23-35	<b>Academic Qualification:</b> B.Com Graduate. <b>Work Experience:</b> 1.Minimum 2 years of experience in the job role of Accounts Assistant/Accountant/Junior Accountant. 2. Previous work experience in Govt. sector (preferable)	1	Rs. 20,000/- per month plus allowances.
2.	Community Organiser	CMMU, ASULMS,( DAY-NULM, R.K.Nagar	23-35	<b>Academic Qualification:</b> Minimum Qualification (10+2) in any discipline <b>Work Experience:</b> 1.Minimum 2 years of experience in working with community on social development (in Govt. sector preferable) 2.Knowledge in Computer application (MS Office, Excel, Power Point)	1	Rs. 14,000/- per month

P.T.O

**Important Instruction:**

1. This engagement will be purely on contractual basis. The appointment will be initially for 12 months or till the extended period of the mission, which may be extended based on performance of the candidate and requirement of the mission.
2. The Prescribed format for job application may be downloaded from [www.karimganj.assam.gov.in](http://www.karimganj.assam.gov.in) or from the office of the undersigned.
3. Candidate shall submit the application as per the prescribed format along with bio-data, two copy coloured photograph and self-attested relevant documents in sealed envelope to the O/o the City Mission Management Unit, ASULMS(DAY-NULM), 1st floor, Karimganj Municipality Board Building, Main Road, Karimganj, within 14<sup>th</sup> Feb' 2024 till office hour at the drop box only. No speed post, registered post etc. accepted. Valid email ID and phone number shall be mandatorily provided on the application, which shall be used for further communication.
4. Applications shall be addressed to the Chairperson, District Level Selection Committee, CMMU, ASULMS(DAY-NULM), Karimganj clearly mentioning the name of post. Incomplete applications will be rejected without assigning any reason.
5. The short-listed candidates will have to appear for computer test and document verification. The list of short-listed candidates, venue of examination, final merit list etc. will be uploaded on [www.karimganj.assam.gov.in](http://www.karimganj.assam.gov.in). Applicants are advised to visit the website regularly. Mere shortlisting does not mean selection of candidate
6. One candidate shall apply for only one post, if two applications of same candidate received the application for higher post will be considered.
7. The undersigned deserves the right to cancel the advertisement and the process at any stage without assigning any reason thereof.
8. Candidates presently working with ASULMS needs to apply with proper NOC form the competent authority.
9. Age of candidate shall be counted as on 1st January. 2024.
10. Increment of salary as per ASULMS, HR policy.
11. No TA/DA applicable.

Chairperson

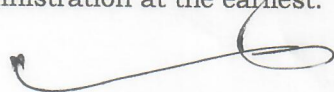
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District Level Selection Committee  
City Mission Management Unit  
ASULMS(DAY-NULM), Karimganj

No. ASULMS/KCMMU/Recruitment/2016-17/03/V-III/ 1098-A

Dated 03-02-2024

Copy for kind information to:

1. The State Mission Director, ASULMS (DAY-NULM), Dispur, Guwahati-6, Assam.
2. The District Commissioner, Karimganj cum Chairperson, DLEC, CMMU, ASULMS (DAY-NULM), Karimganj.
3. The Chairman, Karimganj Municipal Board.
4. The DIPRO, Karimganj. He is requested to publish the above advertisement in at least two prominent local dailies of Barak Valley.
5. The DIO, NIC, Karimganj. He is requested to take steps for uploading the **advertisement** with the **application format** at the website of Karimganj District Administration at the earliest.

  
District Level Selection Committee  
City Mission Management Unit  
ASULMS(DAY-NULM), Karimganj

### Job Application Form

**Please read instructions carefully before filling the application**

**PLEASE FILL UP THE APPLICATION IN CAPITAL LETTERS IN OWN HANDWRITING  
(Except Signature, all information is to be filled up in CAPITAL LETTERS)**

*Fields marked as \* are compulsory*

PASTE (Do not Pin or Staple here). Paste recent passport size colour photograph of size 3.5 cm x 3.5 cm. The colour photograph should not be more than 3 months old.

Please put your signature across the form and the photograph

NAME OF POST APPLIED FOR\*:

**DETAILS OF CANDIDATE**

**1. NAME OF CANDIDATE\*:**

FIRST NAME:

MIDDLE NAME:

SURNAME:

2. FATHER'S NAME\*:

3. MOTHER'S NAME\*:

4. CATEGORY (TICK  $\sqrt{\phantom{x}}$ ): GEN  SC  ST  OBC  MOBC

5. GENDER (TICK  $\sqrt{\phantom{x}}$ ): MALE  FEMALE

6. DATE OF BIRTH (DD/MM/YYYY)\*:

7. AGE (as on 01-01-<sup>2024</sup>~~2017~~)\*: Years  Months  Days

**8. PERMANENT ADDRESS\*:**

P.O.:																									P.S.:																																																																										
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**9. ADDRESS FOR CORRESPONDENCE\*:** (If same as Permanent Address write "same as above")

P.O.:																									P.S.:																																																																										
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**15. LANGUAGES KNOWN\*:** (PLEASE TICK ✓)

Sl. No.	LANGUAGES	WRITING	READING	SPEAKING
1	English			
2	Assamese			
3	Hindi			

**16. NAME AND ADDRESS OF TWO PERSONS FROM WHOM WE MAY SEEK REFERENCE ABOUT YOU\*:**

(The two persons must not be related to you and must have interacted with you in a Professional and / or Academic capacity for more than 2 years)

Sl. No.	NAME THE REFERENCE (PERSON)	DESIGNATION	ADDRESS	MOBILE NUMBER	Email - ID
1					
2					

**17. This application form should be submitted along with self attested copies of:**

a) proof of age, b) proof of educational qualifications (Mark sheets and Pass Certificates), c) work experience certificates, d) caste certificate (if any), and other relevant testimonials and documents (with self attestation)

**DECLARATION**

I hereby declare that all the statements made by me in this application form are true and complete to the best of my knowledge and I believe that nothing has been concealed or suppressed. I also understand that in case, any of my statements are found untrue during any stage of recruitment, selection and thereafter, I shall be disqualified for the post applied for and I shall be liable for any penal action by ASULMS/Govt. of Assam.

Date:

Place:

Signature of the Candidate

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