

**OFFICE OF THE DIRECTOR
ASSAM ADMINISTRATIVE STAFF COLLEGE SOCIETY
KHANAPARA: GUWAHATI- 781022**

ADVERTISEMENT

No. AASC (A/E) 31/2014/262

Dated Guwahati the 13th of January, 2017

Applications are invited from eligible Indian nationals for filling up the following positions under the **Assam Administrative Staff College Society** in the Assam Administrative Staff College, Khanapara.

Position	Educational Qualification	Experience	Salary
A] 1(one) post of Research Assistant for Centre for Financial Management, AASCS	The post will be filled up on contract basis by a person with a post-graduate degree in Economics or Commerce from a recognized University. Preference will be given to candidates with proficiency in computer skills.	5 years working experience in Computer i.e. Word Processing, Power Point Presentation, Spread sheet, Database Management.	Rs. 30,000/- per month (fixed)
B] 1(one) post of Research Assistant for Centre for e- Governance, AASCS	The post will be filled up on contract basis by a person with a post-graduate degree in any discipline from a recognized University. Preference will be given to candidates with a degree in IT/Computer Application.	5 years working experience in Computer i.e. Word Processing, Power Point Presentation, Spread sheet, Database Management.	Rs. 30,000/- per month (fixed)
C] 1(one) post of Research Assistant for Centre for Innovations and Future Studies, AASCS	The post will be filled up on contract basis by a person with a post-graduate degree in any discipline from a recognized University. Preference will be given to candidates with proficiency in computer skills.	5 years working experience in Computer i.e. Word processing, Power Point Presentation, Spread sheet, Database Management.	Rs. 30,000/- per month (fixed)

Applications in plain paper indicating name, date of birth, present and permanent address, email ID and contact number(s), office address, present post held, name of the organization, educational qualifications with photo copies of certificates, experience and nature of work done with certificates may be addressed to “**Director, Assam Administrative Staff College Society, Jawaharnagar, Khanapara, and Guwahati-781022**”.

In case of government employees, applications may be submitted through proper channel.

Candidates will have to appear for a written test, followed by interview (if selected for the interview), where original copies of all testimonials will have to be produced. No TA and DA shall be paid for appearing in the written test and interview. Candidates will be informed individually regarding the date and time of written test.

The term of post engagement will be initially for a period of one year renewable every year, subject to satisfactory performance and receipt of financial assistance in the form of grants –in-aid from Government of Assam.

Further the engagement will be on the basis of terms and conditions prescribed by **the Board of Management and Executive Committee of Assam Administrative Staff College Society**.

The last date for submission of applications for each of the posts mentioned above is February 4, 2017.

Sd/-
Director
Assam Administrative Staff College Society
Khanapara, Guwahati-22