

**GOVERNMENT OF TRIPURA
GENERAL ADMINISTRATION (SECRETARIAT ADMINISTRATION) DEPARTMENT
SECRETARIAT : TRIPURA**

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Dated, Agartala the ___January, 2024

ADVERTISEMENT

Applications are invited afresh in the prescribed format from the eligible candidates serving under different Departments of the Government of Tripura or Public Sector Undertakings of the Government of Tripura for recruitment to the following posts of Tripura Bhawans (New Delhi, Kolkata and Guwahati) **on deputation basis** :

Sl. No.	Name of post	Required qualification as per RR	Number of post and pay scale.	Place of posting
1.	Protocol Officer	i) Degree from a recognised University. ii) Fluency in English, Bengali and Hindi. iii) 3 years' experience in Protocol and Management work. And iv) Deputation from analogous post of other Departments. (As per RR).	1 no. (Pay Scale: Level -12)	New Delhi-1
2.	Head Clerk/ Accountant	i) Deputation from analogous post of other Departments. (As per RR).	2 nos. (Pay Scale : Level -10)	New Delhi-1 Kolkata-1
3.	Protocol Assistant	i) Degree from a recognised University. ii) Fluency in English, Hindi and Bengali. iii) Experience in protocol works. And iv) Deputation from analogous post of other Department. (As per RR)	1 no. (Pay Scale : Level -09)	Guwahati-1
4.	Lower Division Clerk (LDC)	i) Minimum Madhyamik passed. And ii) Deputation from analogous post of other Department.	2 nos. (Pay Scale : Level -07)	Guwahati-2
5.	Head Bearer	i) Class VIII Standard passed. ii) Deputation from analogous post of other Department. (As per RR)	2 nos. (Pay Scale : Level -06)	New Delhi-1 Guwahati-1
6.	Junior Cook	i) Class VIII Standard passed. ii) Deputation from analogous post of other Department. (As per RR)	2 nos. (Pay Scale : Level -03)	Delhi-1 Guwahati-1

2. The deputation period will be for an initial period of 2 (two) years. The deputation period may also be extended. Candidates having at least 5 (five) years of service remaining before retirement is eligible for applying to the aforementioned posts. Photocopies of educational qualification certificates, experience certificate issued from the concerned authority and other

I/41731/2024 Testimonials of the applicant must be submitted with the application. Incomplete application shall be rejected summarily. The decision of the authority shall be final in respect of selection of the candidates. The applications in complete form is required to be submitted **Through Proper Channel** addressed to **the Deputy Secretary, General Administration (Secretariat Administration) Department, Secretariat, New Capital Complex, Agartala-799010, West Tripura** within **7th February, 2024** during office hours. No TA/ DA shall be admissible for this purpose. The applicants may be called for an interview on a later date. Applicants applying for more than one post/ place of posting may submit multiple applications. The detailed application with required eligibility including proforma of application is available in **Tripura State Portal (tripura.gov.in)**.

3. Earlier advertisements in this regard published in Dainik Sambad dated 19-02-2023 and 26-07-2023 under reference ICA-D-2195/23 and ICA/D/651/23 respectively stand cancelled.

(Arghya Saha)
Deputy Secretary to the
Government of Tripura

APPLICATION FORMAT

A. Post applied for B. Place of Posting applied

1. Name & Designation:
 2. Father's name:
 3. Date of birth & age as on 01-01-2024:
 4. Name of the Department/ Office with address in which he/she is serving:
 5. Employee ID :
 6. Period of service rendered in the respective post(s):
 7. Pay scale of the existing post held by the applicant:
 8. Academic Qualification:
 9. Experience in the relevant field:
 10. Address (with contact No.)
i) Present:
ii) Permanent:
 11. Declaration: I do hereby declare that all the details mentioned above are true according to the best of my knowledge and I hold the responsibility for the correctness of the above-mentioned particulars.
- Place:
Date:
Encl:

Signature of the applicant.