

GOVERNMENT OF TRIPURA
JOINT RECRUITMENT BOARD OF TRIPURA (JRBT)
DIRECTORATE OF EMPLOYMENT SERVICES & MANPOWER PLANNING,
OFFICE LANE, AGARTALA, PHONE: 0381-2324327
Website: <https://employment.tripura.gov.in> Email: dir-employment-tr@nic.in

No. 10.(28)/DESMP/ESTT/2020

Dated the Agartala 27th November, 2020

ADVERTISEMENT NO: 01/2020

Online applications are invited in the prescribed format available in the Recruitment Link in the official Website of the Directorate of Employment Services & Manpower Planning, Tripura (<https://employment.tripura.gov.in>) with effect from 19/12/2020 to 30/01/2021 from Indian Nationals for filling-up of the vacant posts of Lower Division Clerk (Group- 'C') on fixed-pay basis in various departments of Government of Tripura. The vacancy details are as under:

VACANCY DETAILS		
Name of the Post	Lower Division Clerk (Group-C), Non-Gazetted	
Number of vacancies	TOTAL=1500 The State Government Policy on reservation shall be followed.	
Pay Structure	Pre-revised Scale of Pay.	
	PB—2, Pay Band Scale Rs.5700- 24000 / - Grade- Pay-Rs.2200/-)	Cell-1 of Level-7 of Tripura State Pay Matrix,2018 [Tripura State Civil Services (Revised Pay) First Amendment Rules,2018]
	Subject to revision by the Government from time to time.	
Eligibility	<ol style="list-style-type: none"> 1. Madhyamik or equivalent examination passed from any recognized Board/ Institution. 2. Having knowledge of operating computer and proficiency in typing on computer with keyboard with an accurate speed of minimum 30(thirty) words in English per minute along with basic Computer Knowledge. 3. For selection to Bengali Typist, minimum speed should be 25 (twenty-five) words in Bengali per minute on Computer with Key-board along with basic Computer Knowledge. <p>Desirable: - Having Knowledge of Bengali/Kokborok.</p> <p>Note:-</p> <ol style="list-style-type: none"> a) Prescribed type-test will be conducted on Computer with Key Board and not in manual type writer machine. b) Type Test on computer will be qualifying in nature and will carry no marks. Subject to fulfillment of other criteria and selection process, all categories of candidates will be recruited even if they do not initially qualify in the Type- Test on computer. If they do not pass the Type-test in 6 (six) months, they will continue to be employed in the consolidated pay till such time they qualify and shall not be entitled to any annual increment. c) Exemption for Physically Challenged candidates: Physically Challenged candidates who are otherwise qualified to hold clerical post(s) and who are certified as being unable to type by the State Medical Board or by a Registered Government Medical Officer will be exempted from typing qualification and Type Test. 	
Age	<ol style="list-style-type: none"> a) Age limit for direct recruitment is 18 to *41 years as on 31st December 2020; Upper age limit is relaxable by 5 years in case of ST/SC/PwDs/ Government servant candidates. *Due to pandemic caused by COVID-19, an additional age relaxation of 1 year is allowed to all categories of candidates (Unreserved/reserved candidates and Government servants) as per State Government Memorandum vide No. F.20 (1)-GA(P&T)/18 dated 15th July 2020. b) Candidates from among the discharged 10,323 ad-hoc teachers can apply regardless of their age as per State Government Memorandum vide No.F.20(3)-GA(P&T)/2020 dated 05th November 2020. 	


Fees	Rs. 300/- for UR category and Rs. 200/- for reserved category (SC/ST). PwD are exempted from fee payment.		
Subjects	Syllabus	Full Marks	Time
Paper-I English	Report Writing or Essay, Translation into English from Bengali, Summary/Précis Writing (Descriptive Type / Conventional Exam.)	40 marks	2 hrs
	Use of appropriate Preposition and Articles, Correction of sentences, Common Phrases, Synonyms & Antonyms. (OMR based MCQ Type)	30 marks	
Paper-II General Knowledge & Current Affairs	1. Matter of common experience and current events and problems with special reference to India and world, helping the development of curiosity and interest among the youths. 2. Elementary knowledge of Indian History, Indian Geography and Constitution of India. (OMR based MCQ Type)	100 marks	2 hrs
Interview	Personal qualities of the candidates e. g, Intellectual ability, Interest in current affairs etc.	30	

GENERAL INSTRUCTIONS

1. Online Application:
 - a) Candidates have to submit application through Online Application only. The Board will not entertain any hard copy application. Before submission of online application, the candidates are advised to read the instructions carefully in 'How to apply' segment of the Online Application Link.
 - b) Details of Online Application Link will be available on the website of the Directorate of Employment Services & Manpower Planning (DESMP) Tripura (<https://employment.tripura.gov.in>) w.e.f. 19/12/2020 to 30/01/2021. To apply the candidates have to click on the Recruitment tab in the JRBT link available in the Home page of the DESMP website.
 - c) Candidates will not have to upload any certificates other than passport size photograph and signature.
 - d) In case of multiple applications, the application with the latest Registration Number shall only be entertained by the Board and fee paid against one Registration Number shall not be adjusted against any other Registration Number or refunded.
 2. Since, pre-test verification of document is not done, candidate is required to apply online in her/his own capacity on being satisfied with the terms and conditions of eligibility for L.D.C (Group- 'C') post, 2020. However, if it is later found that any of the conditions for the eligibility is not fulfilled, the candidature will be cancelled at any stage and no appeal against such cancellation will be entertained.
 3. Mere issue of Acknowledgement Page/Admit Card to the candidate will not imply that her/his candidature has been finally cleared by the Board.
 4. Primary merit list will be prepared by adding marks obtained in all papers of the written examination to restrict the number of candidates to be called for interview. Candidates equivalent to 3 (three) times the number of vacancies(1:3) shall be called for interview(category-wise) subject to attainment of minimum qualifying marks in the written examination (35% for UR candidates & 30% for reserved candidates).
- Note: Candidate(s) scoring marks equal to that of the last candidate in the written examination so selected for the interview will also be called for interview.
5. Final merit list will be prepared by adding marks obtained in all papers of the written examination and interview. In no case, candidates will be called for interview unless they appear in all papers of the written examination. If a candidate remains absent in the interview or the Type test his/her candidature will not be considered for final selection. After final selection, all selected candidates will be called for type test on computer. The type test shall be qualifying in nature and it carries no marks.

6. Candidature of the candidate will summarily be rejected if she/he remains absent during certificate verification without further notification.
7. The merit lists/results published on official website of the Board are purely provisional and for immediate information to the candidates. These cannot be treated as final result, since finalization depends on verification of certificates and other eligibility conditions.
8. In-service candidates shall have to produce "No-Objection Certificate" from the concerned employer at the time of certificate verification or else her/his candidature will be cancelled.
9. Candidates are instructed to bring the Admit Card, black ball point pen and one photo bearing identity card from among the following for appearing in the test: (i) Voter ID (ii) AADHAR Card (iii) Passport (iv) Driving License (v) PAN Card. Carrying bags, books, mobile phone, tab or any other communication devices etc. inside the test venue is strictly prohibited.
10. Changes to this notification (if any), shall be notified separately by JRBT and will also be uploaded in the official website of the Board.
11. List of important dates:

Submission of online application	19/12/2020 to 30/01/2021
Last date of payment of fees	30/01/2021
Admit card download	Will be notified later on.
Date of test	Will be notified later on.
Time, duration and test venue	Will be mentioned in the admit card


 27/11/2020
 (Shyamal Bhattacharya, Joint Director)
 Member Secretary, JRBT