

File No: RDSDE-GHY-A-37011/1/2023--Estt & Comp. NO: 59876

भारत सरकार
कौशल विकास एवं उद्यमशीलता मंत्रालय
क्षेत्रीय कौशल विकास एवं उद्यमशीलता निदेशालय
(उत्तर पूर्वी क्षेत्र)
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Government of India
Ministry of Skill Development and
Entrepreneurship
Regional Directorate of Skill Development and
Entrepreneurship (Northeastern-Region)
MN Road, Pan Bazar, BSNL Bhawan Guwahati,
Assam-781001
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Date: 07.08.2026

Sub: Invitation of Applications for filling up the following Group 'C' Non-Technical posts on a Deputation basis at RDSDE Northeastern Region, NSTI (W) Tura and NSTI (W) Agartala - reg.

Ref: DGT O.M. No. A-44/24/2022-O/o US (ENP) (Computer No.47730) Dt: 11.02.2026.

Applications are invited from eligible and willing officers/officials serving under the Central Government, State Governments, or Union Territory Administrations for filling up the following Group 'C' Non-Technical posts in the Regional Directorate of Skill Development & Entrepreneurship, Northeastern Region (RDSDE Northeastern Region), NSTI (W) Tura and NSTI (W) Agartala under the Directorate General of Training (DGT), Ministry of Skill Development and Entrepreneurship (MSDE), Government of India, on deputation basis.

2. Details of Vacancies

Sl. No	Name of the Post	No. of Vacancies	Level in Pay Matrix/ Pay Scale	Place of Posting
1.	Accountant / Internal Auditor / Caretaker / Hostel Superintendent / Purchase Assistant	03	Level-5 (Rs. 29,200 – 92,300)	One Each at RDSDE NER-Guwahati, NSTI(W)-Agartala, NSTI(W)-Tura
2.	Upper Division Clerk (UDC)	01	Level-4 (Rs. 25,500 – 81,100)	RDSDE NER-Guwahati

3. Eligibility Criteria & Qualifications

A. Accountant / Internal Auditor / Caretaker / Hostel Superintendent / Purchase Assistant

- Eligibility:** Officers of the Central Government or State Government or

Union territories administration.

- i. Holding analogous posts on a regular basis in the parent cadre or department;
OR
- ii. 5(Five) years' service rendered after appointment to the post of **Upper Division Clerk** or **Cashier** or **Assistant Hostel Superintendent** on a regular basis in level-4 in the pay matrix Rs. 25500-81100.

- **Educational Qualifications & Experience:**

- i. 12th class pass or equivalent from a recognized Board.
- ii. Typing speed of 35 words per minute in English or 30 words per minute in Hindi on computer. (35 words per minute and 30 words per minute correspond to 10500 KDPH/9000 KDPH on an average of 5 key depressions for each word).
- iii. Possessing experience in Accounts or Audit or caretaker, Hostel or purchase relevant to the post.

B. Upper Division Clerk (UDC)

- **Eligibility:** Officers under the Central Government, State Government, or Union Territory Administrations:

- i. Holding analogous posts on a regular basis in the parent cadre or department;
OR
- ii. 8(Eight) years' service rendered after appointment to the post of Lower Division Clerk grade on a regular basis in level-2 in the pay matrix Rs. 19900-63200.

- **Educational Qualifications & Experience:**

- i. 12th class pass or equivalent from a recognized Board.
- ii. A typing speed of 35 words per minute in English or 30 words per minute in Hindi on computer. (35 words per minute and 30 words per minute correspond to 10500 KDPH/9000 KDPH on an average of 5 key depressions for each word).
- iii. At least 3(Three) years' experience in the field of establishment or accounts or store section or training related work.

4. Age Limit & Deputation Period

- **Age Limit:** The maximum age limit for appointment by deputation shall **not exceed 56 years** as on the closing date of receipt of applications ***i.e. 07.10.2026.***
- **Period of Deputation:** the period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years.

5. The applications may please be forwarded to this Directorate on or before 07.10.2026 with the following documents:

- i. Duly filled Annexure I and II
- ii. Self-attested copies of APARs for the *last 5(five) years*
- iii. SC/ST/OBC/PH certificate (*if applicable*)

6. Reservation of Rights:

RDSDE Northeastern Region reserves the right to modify, curtail, or cancel the recruitment process, in whole or in part, at any stage without prior notice due to administrative exigencies or operational requirements.

Regional Director/HOD
RDSDE NER

Annexure I

Application Form

1. Name:
2. Date of Birth:
3. Date of Appointment:
4. Educational qualification:
5. Present Post held, date from which held & Pay Scale:
6. Name of Department/Organization:
7. Nature of Duties:

(Please attach a signed separate sheet, if necessary)

8. Post applied for: (Tick one)
 - a) UDC
 - b) Accountant / Internal Auditor / Caretaker / Hostel Superintendent / Purchase Assistant
9. Whether belongs to SC/ST/OBC/PH:
10. Whether Permanent/Temporary:
11. Choice of Station on deputation:

<i>Give Preference from 1 to 3</i>		
RDSDE NER	NSTI (W) Tura	NSTI (W) Agartala

(Signature of the applicant)

Date:

Place:

CERTIFICATE OF EMPLOYER

1. Certified that the particulars furnished by Shri/Smt.....in **Annexure-I** have been verified from service records and found correct.
2. Certified that no vigilance or disciplinary/criminal case is either pending or contemplated against the officer/official.
3. Certified that the integrity of the officer/official is beyond doubt.
4. Cadre clearance for sponsoring the official on a deputation basis is hereby accorded.
5. Attested copies of up-to-date APARs for the last 5 (five) years are enclosed herewith.
6. Certified that no major/minor penalty has been imposed on the applicant during the last 10 years (or during the entire tenure of service, if total service is less than 10 years).
7. In the event of selection, the officer/official will be relieved immediately to join the post.

Signature of Head of Office with Office Seal

Name:

Designation:

Date:

Place: