



सत्यमेव जयते
GOVT OF ASSAM



**NORTH EAST SKILL CENTRE
UNDER ASSAM SKILL DEVELOPMENT MISSION
KATABARI, DPS ROAD, NH-37**

GARCHUK: GUWAHATI-781035, ASSAM

WEBSITE: WWW.ASDM.ASSAM.GOV.IN, WWW.SKILLMISSIONASSAM.ORG

ASDM-94/2017/304

Date: 04/10/2019

WALK IN INTERVIEW

A walk-in interview will be conducted on 9th and 10th of October 2019 in North East Skill Centre under Assam Skill Development Mission purely on contractual basis for the below mentioned vacant posts:

Sl No	Name of the posts	Qualification	Experience	Salary (Fixed)	No of Posts	Age limit	Date and Time of Interview
1	Placement Coordinator	Any Graduate degree from recognised University, 1 year diploma in Computer Application	With minimum 3 years' experience in relevant field with proficiency in Computer Operation including typing, internet browsing etc. and speaking English and Assamese. Preference will be given to candidate with experience in placement.	33,000/-	01	23-40	9 th October 2019 at 10:00 AM
2	Receptionist	Any Graduate degree from recognised University, 1 year diploma in Computer Application	With minimum 3 years' experience in relevant field with proficiency in speaking and typing English and Assamese, DTP	33,000/-	01	23-40	9 th October 2019 at 10:00 AM
3	Administrative Assistant	Any Graduate degree from recognised University, 1 year diploma in Computer Application	With minimum 3 years' experience in relevant field with proficiency in typing English and Assamese, DTP	33,000/-	01	23-40	10 th October 2019 at 10:00 AM

Interested candidates are requested to attend the interview along with all required Testimonials (original & Self Attested Xerox Copy) and updated Resume at 10 AM onwards on 9th and 10th of October 2019 as per interview schedule mentioned above at Assam Skill Development Mission, North East Skill Centre, 1st Floor, Katabari, Garchuk, Guwahati – 780135.

No TA/DA will be provided by the ASDM to attend this interview.

Candidates working in Govt. /Semi Govt. /Mission under Govt. shall have to produce NOC (No objection certificate) from their HOD.

Sd/-
Mission Director
Assam Skill Development Mission
Katabari, Garchuk, Guwahati-781035