



राज्य परियोजना निदेशक का कार्यालय, सर्व शिक्षा अभियान  
**OFFICE OF THE STATE PROJECT DIRECTOR, SARVA SIKSHA ABHIYAN**  
 यू0 टी0 मिशन प्राधिकरण, अण्डमान एवं निकोबार द्वीप समूह  
**UT MISSION AUTHORITY, ANDAMAN & NICOBAR ISLANDS**  
**पोर्ट ब्लेयर, Port Blair**

**SHORT TERM CONTRACT ENGAGEMENT FOR POSTS UNDER SARVA SHIKSH ABHIYAN**

1. The State Project Director, Sarva Shiksha Abhiyan, UT Mission Authority, Andaman & Nicobar Islands invites applications from eligible candidates for the following posts purely on contract basis. The specimen of application form is given below which may be typed and filled in for submission.
2. The eligibility conditions (qualifications, experience and age etc) as prescribed below will be determined as on the closing date of receipt of applications i.e. **23-09-2011**.
3. Filled in applications along with attested copies of all supporting documents must reach the office of the State Project Officer, SSA, Shiksha Sadan, Link Road, Port Blair latest by 3.00 pm on 23-09-2011.
4. Trade Test for posts SNo 2 to 5 shall be conducted at Govt. Rabindra Bangla Vidyalaya, Port Blair at 9.00 am on 28-09-2011. Reasonable number of candidates shall be shortlisted as per the performance in the trade test for the personal interview to be held on 30-09-2011 in the chamber of the Secretary(Education). Selection to each post shall be purely on the basis of Trade test and interview (only interview for SNo.1)
5. Separate applications must be submitted if applying for different posts.
6. **THE SELECTION FOR THE SHORT TERM CONTRACT ENGAGEMENT DOES NOT ENTITLE THE CANDIDATE FOR ANY REGULAR APPOINTMENT.**

STATE PROJECT OFFICER, SSA

<b>1- Name of the post</b>	<b>Assistant Project Officer (Civil Works)</b>
Number of posts	01 (One)
Place of Posting	State Project Office, SSA, Port Blair
Educational Qualification	1. Bachelor Degree in Engineering (Civil) 2. A minimum of 5 years experience in civil/construction work. 3. Functional Computer Literacy /1 year computer course
Desirable	Should have/be <ul style="list-style-type: none"> <li>• Proficiency of reading &amp; writing in Hindi and English.</li> </ul>
Age Limit	30 -65 years
Nature of appointment	Purely on contract basis for a period 01 year(further extension if any, shall be subject to the performance/approval of the competent authority as per requirement).
Monthly consolidated pay	Rs. 19,000/- p.m.
Mode of recruitment	Interview
<b>2- Name of the post</b>	<b>Accountant</b>
Number of posts	12 (Twelve)
Place of Posting	State Project Office, SSA, Port Blair-02 District Project Office, Car Nicobar – 01 Block Resource Centres-09
Educational Qualification	1. B.Com. Degree from any recognized university. 2. At least 02 years experience in Financial accounting 3. Functional Computer Literacy (1 year computer course comprising of Tally and MS Office as subjects of study from any recognized University/institution)
Desirable	Should have/be <ul style="list-style-type: none"> <li>• M.Com Degree from any recognized university</li> <li>• Proficiency of reading &amp; writing in Hindi and English.</li> <li>• Ability &amp; capacity to impart training.</li> </ul>
Age Limit	25 - 40 years
Nature of appointment	Purely on contract basis for 09 months (further extension subject to performance/ approval of the competent authority as per requirement)
Monthly consolidated pay	Rs. 18,000/- p.m.
Mode of recruitment	Trade test & interview

<b>3- Name of the post</b>	<b>Project Assistants</b>
Number of posts	04 (Four)
Place of Posting	State Project Office/ BRCs.
Educational Qualification:	Bachelors Degree in Computer Science/Computer Applications/ IT or its equivalent from any recognized university. <b>OR</b> Bachelors Degree in any stream with at least 01 year diploma course in computer applications from any recognized university/institution consisting of MS Office as one of the subject of study.
Desirable	Should have/be <ul style="list-style-type: none"> <li>Proficiency of reading &amp; writing in Hindi and English.</li> </ul>
Age Limit	22- 40 years
Nature of appointment	Purely on contract basis for 01 year (further extension if any, shall be subject to the performance/ approval of the competent authority as per requirement)
Monthly consolidated pay	Rs. 16,000/- p.m.
Mode of recruitment	Trade test & interview
<b>4- Name of the post</b>	<b>MIS Coordinator</b>
Number of posts	09 (Nine)
Place of Posting	Under BRCs.
Educational Qualification:	1. Masters Degree in Computer Science/Computer Applications or its equivalent from a recognized university. <b>OR</b> Master Degree in science/Master Degree in Arts in any stream with at least 01 year diploma course in computer applications from any recognized university/institution consisting of MS Office as one of the subject of study. 2. Diploma/Certificate course in Oracle.
Desirable	Should have/be <ul style="list-style-type: none"> <li>Proficiency of reading &amp; writing in Hindi and English.</li> <li>Competent to work on MS Office.</li> </ul>
Age Limit	22- 40 years
Nature of appointment	Purely on contract basis for 09 months. (further extension if any, shall be subject to the performance/ approval of the competent authority as per requirement)
Monthly consolidated pay	Rs. 18,000/- p.m.
Mode of recruitment	Trade test & interview
<b>5- Name of the post</b>	<b>Data entry Operator</b>
Number of posts	09 (Nine)
Place of Posting	SPO/BRCs
Educational Qualification:	Bachelors Degree in Computer Science/Computer Applications/ IT or its equivalent from any recognized university. <b>OR</b> Bachelors Degree in any stream with at least 01 year diploma course in computer applications from any recognized university/institution consisting of MS Office as one of the subject of study.
Desirable	Should have/be Proficiency of typing in Hindi and English.
Monthly consolidated pay	Rs. 16,000/- p.m.
Age Limit	22- 40 years
Nature of appointment	(further extension if any, shall be subject to the performance /approval of the competent authority as per requirement)
Mode of recruitment	Trade test & interview

**APPLICATION FORM FOR SHORT TERM ENGAGEMENT AS ASSISTANT PROJECT OFFICER(CIVIL)/  
ACCOUNTANT/MIS COORDINATOR/PROJECT ASSISTANT/DATA ENTRY OPERATOR UNDER SARVA SHIKSHA  
ABHIYAN, UT MISSION AUTHORITY,ANDAMAN & NICOBAR ISLANDS FOR THE SESSION 2011-12**

**For office use**  
Application No.....

(FILL ALL THE PARTICULARS IN BLOCK LETTERS ONLY)

PASTE YOUR RECENT  
PHOTO (35X45 MM).

ATTESTING OFFICER  
SHOULD ENSURE HALF  
HIS SIGNATURE AND  
STAMP ON THE  
PHOTOGRAPH AND  
HALF ON THE

1. **NAME OF THE POST APPLIED FOR** \_\_\_\_\_
2. **FULL NAME** : .....
3. **FATHER'S NAME** : .....
4. **DATE OF BIRTH** : ..... **IN WORDS** .....
5. **AGE (AS ON 23-09-2011):** ..... **YEARS** ..... **MONTH** ..... **DAYS**  
(attach proof)
6. **POSTAL ADDRESS** : .....

**PIN CODE** ..... **PHONE NO.** ..... **e-mail id:** .....

7. **PERMANENT ADDRESS:** ..... **PHONE NO.** .....

8. **IF HANDICAPPED, GIVE BRIEF PARTICULARS:** .....  
(attach Certificate)

9. **EDUCATIONAL QUALIFICATIONS:**

(RIGHT FROM SECONDARY/MATRICULATION LEVEL IN CHRONOLOGICAL ORDER IN THE FOLLOWING FORMAT)

SN	EXAMINATION PASSED	BOARD / UNIVERSITY	YEAR OF PASSING	PERCENTAGE OF MARKS OBTAINED

10. Details of Experience in the relevant field as applicable for the post:

**UNDERTAKING BY THE APPLICANT: -**

**(A)** I am willing to and my health and family circumstances permit me to serve in any part of Andaman & Nicobar Islands.

**(B)** Information given by me is true and I am solely responsible for its accuracy. I am aware that it is an offence to furnish any false information or to suppress any material information herein for which criminal proceedings may be launched against me, if necessary besides cancellation of my candidature.

**(C)** I have fully understood that this offer is purely on a contract basis for a short period and there is no provision for permanent posts under Sarva Shiksha Abhiyan (SSA) and this scheme does not provide for any regular appointment.

**DATE:**

**PLACE:**

**FULL SIGNATURE OF THE APPLICANT**

✂----- Cut here -----

Received application for the post of ..... from Mr./ Ms./Mrs. ....

form No: \_\_\_\_\_

Signature of Receiving Officer

Date :