

OFFICE OF THE CHAIRMAN, STATE LEVEL POLICE RECRUITMENT BOARD, ASSAM  
REHABARI :: GUWAHATI

No. SLPRB/ Rec/Grade-III & IV/ ECT/2020/

dated 15-09-2020

**ADVERTISEMENT**

Applications are invited from eligible candidates for filling up the following vacant posts of the Directorate of Employment & Craftsmen Training, Assam. Applications must be submitted online through SLPRB website (www.slprbassam.in) and will be received with effect from **21-09-2020**. The last date of receiving application will be **10-10-2020**. No application will be received thereafter.

**THERE WILL BE NO APPLICATION FEE.**

**1. POST WISE VACANCIES WITH PAY SCALE AND GRADE PAY AS ADMISSIBLE UNDER RULES ARE GIVEN BELOW:**

Sl. No.	Name of Posts	No. of Vacancies	Pay Scale and Grade Pay per month
1	Stenographer (English), Grade-III (HQ Level)	2	14000-60500 + GP Rs.8700 Pay Band 2
2	Tech. Assistant (HQ)	4	14000-60500 + GP Rs.7600 Pay Band 2
3	Statistical Assistant (Employment Wing)	30	14000-60500 + GP Rs.7600 Pay Band 2
4	Pharmacist (ITI)	12	14000-60500 + GP Rs. 7600 Pay Band 2
5	Instructor-Stenography (English)	8	14000-60500 + GP Rs.7400 Pay Band 2
6	Junior Instructor	92	14000-60500 + GP Rs.6800 Pay Band 2
7	(a) Junior Assistant (HQ)	28	14000-60500 + GP Rs.6200 Pay Band 2
	(b) Junior Assistant (ITI)	13	14000-60500 + GP Rs.6200 Pay Band 2
	(c) Junior Assistant (Zone Level Employment Exchanges)	99	14000-60500 + GP Rs.6200 Pay Band 2
8	Hostel Superintendent -Cum- Physical Training Instructor	3	14000-60500 + GP Rs.6200 Pay Band 2
9	Store Keeper (ITI)	10	14000-60500 + GP Rs.5600 Pay Band 2
10	Librarian (ITI)	1	14000-60500 + GP Rs.5600 Pay Band 2
11	Dresser (ITI)	4	14000-60500 + GP Rs.5000 Pay Band 2
12	(a) Grade-IV (Workshop Attendant/Store Attendant ITI)	26	12000-52000 + GP Rs.4200 Pay Band 1
	(b) Grade IV (HQ)	18	12000-52000 + GP Rs.3900 Pay Band 1
	(c) Grade IV (ITI)	39	12000-52000 + GP Rs.3900 Pay Band 1
	(d) Grade IV (Zone Level Employment Exchanges)	55	12000-52000 + GP Rs.3900 Pay Band 1

\*\* Other allowances as admissible under the rules will be additional.

**2. CATEGORY WISE DISTRIBUTION OF VACANCIES AS PER POST BASED ROSTER ARE AS UNDER :**

**Grade III Posts**

**1. Stenographer (English), Grade-III (HQ)**

Zone/Level of the post	No. of Post	Category wise distribution												
		UR		OBC/MOBC		SC		ST(P)		ST(H)		EWS		PWD
		Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	
Head Quarter	<b>2</b>	2	1	-	-	-	-	-	-	-	-	-	-	

**2. Technical Asstt. (HQ)**

Zone/Level of the post	No. of Post	UR		OBC/MOBC		SC		ST(H)		ST(P)		EWS		PWD
		Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	
Head Quarter	<b>4</b>	2	1	1	-	-	-	-	-	1	-	-	-	

**3. Statistical Assistant (Employment Wing) (State Level)**

Zone/Level of the post	No. of Post	UR		OBC/MOBC		SC		ST(H)		ST(P)		EWS		PWD
		Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	
State Level	<b>30</b>	12	4	9	3	2	-	3	1	1	-	3	1	1 (HI or VI)

**4. Pharmacist (ITI)**

Zone/Level of the post	No. of Post	UR		OBC/MOBC		SC		ST(P)		ST(H)		EWS		PWD
		Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	
State Level	<b>12</b>	5	2	3	1	1	-	1	-	1	-	1	-	

**5. Instructor- Stenography (English)**

Zone/Level of the post	No. of Post	UR		OBC/MOBC		SC		ST(P)		ST(H)		EWS		PWD
		Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	
State Level	<b>8</b>	5	2	1	-	-	-	1	-	-	-	1	-	

<b>6. Junior Instructor (State Level)</b>														
Zone/Level of the post	No. of Post	UR		OBC/M OBC		SC		ST(P)		ST(H)		EWS		PWD
		Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	
State Level	<b>92</b>	47	14	22	6	2	-	8	3	5	2	8	2	
<b>7. Junior Assistant</b>														
Zone/Level of the post	No. of Post	UR		OBC/M OBC		SC		ST(P)		ST(H)		EWS		PwD
		Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	
<b>a) Head Quarter</b>	<b>28</b>	12	4	7	3	2	-	3	-	2	-	2	-	1 (Ortho)
<b>b) Industrial Training Institute(State Level)</b>	<b>13</b>	5	1	1	-	2	1	2	1	2	1	1	-	
<b>c) ZONE LEVEL</b>														
<b>i) DIBRUGARH ZONE: (DZ)</b>	<b>13</b>	9	3	1	-	-	-	2	1	-	-	1	-	1 (HI or VI)
<b>ii) UPPER ASSAM ZONE: (UAZ)</b>	<b>18</b>	10	4	2	1	1	-	3	1	1	-	1	-	
<b>iii) LOWER ASSAM ZONE: (LAZ)</b>	<b>23</b>	9	3	7	3	2	-	4	1	-	-	1	-	
<b>iv) CENTRAL ASSAM ZONE: (CAZ)</b>	<b>23</b>	13	4	5	2	1	-	1	-	1	-	2	-	2 (1 LDCP & 1 VI)
<b>v) SOUTHERN ASSAM ZONE: (SAZ)</b>	<b>13</b>	6	2	4	1	1	-	-	-	1	-	1	-	1 (HI)
<b>vi) HILLS ZONE: (HZ))</b>	<b>9</b>	2	-	3	1	1	-	2	1	-	-	1	-	1 (HI or VI)

<b>8. Hostel Superintendent cum Physical Training Instructor</b>														
Zone/Level of the post	No. of Post	UR		OBC/ MOBC		SC		ST(P)		ST(H)		EWS		PWD
		Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	
State Level	<b>3</b>	1	-	2	1	-	-	-	-	-	-	-	-	
<b>9. Store keeper (ITI) (State Level)</b>														
Zone/Level of the post	No. of Post	UR		OBC/ MOBC		SC		ST(H)		ST(P)		EWS		PWD
		Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	
Industrial Training Institute (State Level)	<b>10</b>	5	1	-	-	2	1	1	-	1	-	1	-	
<b>10. Librarian/ Library Asstt. (State Level)</b>														
Zone/Level of the post	No. of Post	UR		OBC/MO BC		SC		ST(P)		ST(H)		EWS		PWD
		Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	
Industrial Training Institute (State Level)	<b>1</b>	1	1	-	-	-	-	-	-	-	-	-	-	
<b>11. Dresser (State Level)</b>														
Zone/Level of the post	No. of Post	UR		OBC/ MOBC		SC		ST(H)		ST(P)		EWS		PWD
		Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	
State Level	<b>4</b>	3	1	1	1	-	-	-	-	-	-	-	-	

<b>12. Grade-IV Posts</b>														
Zone Level / State Level of the post	No. of Post	UR		OBC/ MOBC		SC		ST(P)		ST(H)		EWS		PwD
		Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	
<b>(a) Workshop Attendant /Store Attendant (ITI) (State Level)</b>	26	16	6	6	2	-	-	1	-	1	-	2	-	
<b>(b) Grade-IV (HQ)</b>	18	9	3	6	2	-	-	-	-	1	-	2	-	
<b>(c) (i) Grade-IV (ITI) (State Level)</b>	6	3	1	1	-	-	-	2	1	-	-	-	-	
<b>(ii) Chowkidar (ITI) (State Level)</b>	18	9	3	3	1	1	-	1	-	2	1	2	-	
<b>(iii) Hostel Cook (ITI) (State Level)</b>	3	2	1	1	-	-	-	-	-	-	-	-	-	
<b>(iv) Peon (ITI) (State Level)</b>	12	3	1	4	1	2	1	2	1	-	-	1	-	
<b>(d) Grade IV ZONE LEVEL</b>														
<b>(i) SOUTHERN ASSAM ZONE( SAZ)</b>	<b>6</b>	3	1	-	-	-	-	2	1	1	-	-	-	
<b>(ii) DIBRUGARH ZONE (DZ)</b>	<b>11</b>	8	3	-	-	1	-	-	-	1	-	1	-	
<b>(iii) CENTRAL ASSAM ZONE (CAZ)</b>	<b>9</b>	5	2	-	-	1	-	1	-	2	1	-	-	
<b>(iv) LOWER ASSAM ZONE (LAZ)</b>	<b>10</b>	5	1	2	1	-	-	1	-	2	1	-	-	
<b>(v) UPPER ASSAM ZONE (UAZ)</b>	<b>14</b>	5	2	3	1	1	-	2	1	2	-	1	-	
<b>(vi) HILLS ZONE (HZ)</b>	<b>5</b>	3	1	1	-	1	-	-	-	-	-	-	-	

- Where there is no post reserved for the category of the candidate, he/ she may also apply and will be considered for Unreserved category of post.
- **Trade wise number of post of Junior Instructor (State Level) are as under:**  
 Computer Operator & Programming Assistant- **3**, Cutting & Sewing (Sewing Technology)- **5**, Draughtsman Civil -**4**, Draughtsman Mechanics -**2**, Electrician-**9**, Engg.Drawing-**12**, Fitter-**5**, Hair & Skin care-**2**, Information Technology & Electronics System Maintenance/ Information & Communication Technology System Maintenance-**3**, Machinist-**2**, Mech. Electronics-**3**, Mech. Tractor-**2**, Mech. Instrument-**3**, Mech. Motor Vehicle-**5**, Plumber-**1**, Refrigeration & Air Conditioner -**2**, Sec.Practice-**4**, Turner-**4**, Welder-**7**, Wireman-**6**, Surveyor-**2**, Mech. Diesel-**2**, Photography-**1**, Embroidery & Needle works (Surface Ornamentation)-**2**, and Dress Making-**1**.

- PwD=Persons with Disabilities (LDCP- Locomotor Disability including Cerebral Palsy, VI- Visually Impaired, HI- Hearing Impaired).
- DECT= Directorate of Employment and Craftsmen Training, ITI= Industrial Training Institute, DEE= District Employment Exchange, EE= Employment Exchange.
- **Jurisdiction of Employment Zone (s):** DZ= Dibrugarh Zone (covers Dibrugarh, Tinsukia Districts), UAZ= Upper Assam Zone (covers Sivsagar, Jorhat, Majuli, Charaideo & Golaghat Districts), CAZ= Central Assam Zone (covers Dhemaji, North Lakhimpur, Biswanath Chariali, Sonitpur, Darrang, Nagaon, Morigaon, Hojai & Udalguri Districts), LAZ= Lower Assam Zone (covers Kamrup Metro, Kamrup Rural, Goalpara, South Salmara, Nalbari, Dhubri, Barpeta, Bongaigaon, Kokrajhar, Chirang & Baksa Districts), HZ= Hills Zone (covers Karbi Anglong, West Karbi Anglong & NC Hills Districts), SAZ= Southern Assam Zone (covers Cachar, Hailakandi & Karimganj Districts).

### **3. ELIGIBILITY CRITERIA:**

The candidate must satisfy the following criteria.

- Nationality:** Candidates must be Indian Citizen, ordinarily resident of Assam and must have valid Employment Exchange Registration Number of any Employment Exchange of Assam.
- Age:** Candidate should not be more than 40 years and less than 18 years of age as on 1st January 2020, (candidate must be born on or before 01-01-2002 and on or after 01-01-1980).

**Relaxation :**Upper age limit is relaxable as under:

- 5 (five) years in case of candidates belonging to SC, ST (P) & ST (H).
- 3 (three) years in case of candidates belonging to OBC/MOBC.
- 2 (two) years in case of Ex-Servicemen.
- 10 (ten) years in case of PwD candidates irrespective of castes. A candidate must possess Benchmark Disability and must produce supporting necessary certificate issued by the competent authority along with the Application Form.

For the purpose of determining the age limit, the SLPRB will accept only the date of birth recorded in the Matriculation or equivalent examination certificate/Admit card issued by a recognized Education Board. The candidates who have not appeared in HSLC or equivalent examination, the birth certificate issued by Competent Authority will be accepted. No other document relating to age such as horoscope, affidavit and the like will be accepted.

### **c) Educational Qualification:**

- Stenographer (English), Grade-III (Head Quarter)**
  - Graduate in any discipline from recognized University/Institute.

- b) NCVT passed certificate from recognized ITI of Assam with 40 wpm computer type speed and 120 wpm in shorthand in English.

**ii. Tech. Assistant (Head Quarter):**

- a) Passed HSLC or Equivalent Certificate from recognized Board/Institute
- b) Diploma in Mechanical Engineering with 3 years industrial experience which include teaching experience up to 2 years is essential.
- c) Computer proficiency desirable.

**iii. Statistical Assistant (Employment Wing):**

- a) Graduate from recognized university with Economics or Mathematics or Statistics as one of the subject in Graduation.
- b) Computer proficiency desirable.

**iv. Pharmacist (ITI)**

- a) Higher Secondary passed from recognized University/Board/Council
- b) Diploma in pharmacy from recognized Board/Institute.
- c) Must have one year experience of in relevant field.

**v. Instructor-Stenography (English):**

- a) B. Voc./Degree in Commerce/Arts (with shorthand & Typing) from a UGC recognized University with 1 year experience in the relevant field. Or
- b) Diploma (minimum 2 years) in Commercial practice from recognized board or relevant Advance Diploma (Vocational) with 2 years experience in relevant field. Or
- c) National Trade Certificate/ National Apprenticeship certificate in relevant trade with 3 years experience in the relevant field.
- d) Relevant National Craft Instructor Training Certificate (NCIC) for all the Category of above mentioned qualification is preferable.

**vi. Junior Instructor:**

- a) Passed HSLC or Equivalent Certificate from recognized Board/Institute
- b) Passed National Apprenticeship Certificate or National Trade Certificate in appropriate trade- Computer Operator & Programming Assistant(COPA), Cutting & Sewing (Sewing Technology), Draughtsman Civil, Draughtsman Mechanics, Electrician, Engg. Drawing, Fitter, Hair & Skin care, Information Technology & Electronics System Maintenance/ Information & Communication Technology System Maintenance, Machinist, Mech. Electronics, Mech. Tractor, Mech. Instrument, Mech. Motor Vehicle, Plumber, Refrigeration & Air Conditioner, Sec. Practice, Turner, Welder, Wireman, Surveyor, Mech. Diesel, Photography, Embroidery & Needle works (Surface Ornamentation), and Dress Making Trades.

- c) Minimum 1 year Industrial/Teaching experience from reputed institute is desirable.
- d) Craft Instructor Training passed certificate is preferable.

**vii. Junior Assistant (HQ) / Junior Assistant (ITI) / Junior Assistant (Zone Level Employment Exchanges):**

- a) Graduate in any discipline from recognized university or any examination declared equivalent.
- b) Minimum 6 (six) months certificate in Computer course from recognized institute.
- c) Proficiency in Computer in MS-word, MS Excel is desirable.

**viii. Hostel Superintendent cum Physical Training Instructor**

- a) Graduate in Physical Education from recognized University or any examination declared equivalent.
- b) Computer knowledge is preferable.

**ix. Store Keeper (ITI):**

- a) Passed HSLC or Equivalent Certificate from recognized Board/Institute
- b) 6 (six) months Computer Certificate is essential.
- c) NCVT passed from recognized ITI in any trade is essential.
- d) 3 (three) years professional experience in handling industrial store with knowledge of inventory control from recognized establishment.

**OR**

3 years Diploma in Engineering from recognized institute with 1 year experience in handling Industrial Store with knowledge of inventory control from recognized establishment and 06 (Six) months computer certificate is essential.

**x. Librarian (ITI):**

- a) Higher Secondary passed from recognized University/ Board/ Council and Diploma in Library Science.
- b) Must have 1 (one) year experience of using computer and Computer Application having Library Software and Digital Library management system.
- c) Preference will be given to candidate having higher qualification in Library Service.

**xi. Dresser (ITI):**

- a) Passed HSLC or Equivalent Certificate from recognized Board/Institute
- b) Certificate of Dresser from recognized Institute or 5 years working knowledge in any Hospital / Nursing Home as Dresser.

**xii. Grade-IV**

- a) **Grade-IV (HQ) / ITI and Zone Level Employment Exchanges** - (i) Class VIII Passed from Govt. recognized School or any examination declared equivalent.



(ii) For Hostel Cook (ITI), candidate should have experience in cooking from Hotel / Institute of repute.

b) **Workshop attendant/ Store attendant** - (i) Class VIII Passed from Govt. recognized School or any examination declared equivalent.

(ii) Preference will be given to the candidate having Technical Aptitude and work experience minimum of one year in relevant field along with Trade Certificate (NCVT/SCVT) from recognized Institutions / Boards.

**d) Physical Fitness:-**

- i. Must have sound health both mentally and physically and free from organic defect or bodily infirmity likely to interfere with the efficient performance of duty.
- ii. Must undergo Medical Examination before appointment to the service.

**4. HOW TO APPLY**

The Candidates having the required essential qualification for the posts as mentioned above may apply for the posts by submitting their first preference, second preference, third preference and so on.

However, Candidate giving preference for the post of Junior Assistant (EE Zone Level) can select only one Zone as mentioned in Para 2 (7) (c) (i) to (vi) and also for the post of Grade-IV (EE Zone Level), candidate can select only one Zone mentioned in para 2 (12) (d) (i) to (vi) as preference.

Candidates will be required to upload scanned copies of the following:-

**a) PASSPORT SIZE PHOTOGRAPH :-**

Please pay attention to upload good quality photograph. Poor quality photograph uploaded will lead to rejection of your application. The admit card will be printed with the photograph you uploaded.

- i) The photograph must be in colour and must be taken in a professional studio. Photograph taken using a mobile phone and other self composed portraits are not acceptable.
- ii) Photograph must be taken in a white or a very light background.
- iii) The photograph must have been taken after 1<sup>st</sup> January, 2020.
- iv) Face should occupy about 50% of the area in the photograph, and with a full face view looking into the camera directly.
- v) The main features of the face must not be covered by hair of the head, any cloth or any shadow. Forehead, both eyes, nose, cheek, lip and chin should be clearly visible.
- vi) If you normally wear spectacles, glare on glasses is not acceptable in your photo. Glare can be avoided with a slight downward tilt of the glasses for the photo shoot.

- vii) You must not wear spectacles with dark or tinted glasses, only clear glasses are permitted.
- viii) Ask your photo studio to provide the image in a JPEG format and also on a standard 4.5cm x 3.5cm (45mm x 35mm) print.
- ix) Maximum pixel resolution for JPEG: 640 x 480 (0.3 Mega Pixel) (Ask your studio to reduce it to this resolution if it is higher).
- x) Minimum pixel resolution for JPEG: 320 x 240.
- xi) The maximum file size is 450 kb (kilo bytes).
- xii) For your own benefit it may be prudent not to intentionally change your facial features or hair style from what is seen in the photograph until the day of the exam.

**b) Signature :-**

- i) Please put your signature with a black or dark blue ink on a white paper.
- ii) Get the signature digitally photographed / image scanned by a professional photo studio, and get the image cropped by the studio itself.
- iii) Only JPEG image format will be accepted.
- iv) The maximum pixel resolution for the image is 800 x 300.
- v) The minimum pixel resolution for the image is 400 x 150.
- vi) Dimension of signature image should be 3.5cm (width) x 2.5cm (height).
- vii) The maximum file size is 100 kb.
- viii) Mobile phone photograph of signature is not acceptable, and can result in disqualification of the application.

**c) Documents :-**

- i) **For all posts:-**Admit Card of HSLC for proof of age/Birth certificate issued by the Competent Authority for those candidates who have not appeared in HSLC/Matriculation.
- ii) **Stenographers (English) Grade-III-** Certificate of Graduation & Marksheet and NCVT passed certificate from recognized ITI of Assam with 40 wpm computer type speed and 120 wpm in shorthand in English.
- iii) **Technical Assistant (HQ):-** Certificate of HSLC passed and Marksheet of Diploma in Mechanical Engineering with 3 (three) years Industrial Experience which include teaching Experience up to 2 (two) years is essential. Computer Proficiency Certificate is desirable.
- iv) **Statistical Assistant:-**a) Certificate of Graduation and Marksheet from recognized university with Economics or Mathematics or Statistics as one of the subject in Graduation. b)Computer proficiency, if any.

- v) **Pharmacist (ITI):** Certificate of Higher Secondary passed & Marksheet, Diploma in pharmacy from recognized Board/Institute and one year experience of in relevant field.
- vi) **Instructor-Stenography (English):** Certificate of B. Voc./Degree in Commerce/Arts and Marksheet (with shorthand & Typing) from a UGC recognized University with 1 year experience in the relevant field. Or Diploma (minimum 2 years) in Commercial practice from recognized board or relevant Advance Diploma (Vocational) with 2 years experience in relevant field. Or National Trade Certificate/ National Apprenticeship certificate in relevant trade with 3 years experience in the relevant field. Relevant National Craft Instructor Training Certificate (NCIC) if any.
- vii) **Junior Instructor:** Certificate of HSLC or Equivalent examination passed and Marksheet from recognized Board/Institute, National Apprenticeship Certificate or National Trade Certificate in appropriate trade- Computer Operator & Programming Assistant, Cutting & Sewing (Sewing Technology), Draughtsman Civil, Draughtsman Mechanics, Electrician, Engg. Drawing, Fitter, Hair & Skin care, Information Technology & Electronics System Maintenance/ Information & Communication Technology System Maintenance, Machinist, Mech. Electronics, Mech. Tractor, Mech. Instrument, Mech. Motor Vehicle, Plumber, Refrigeration & Air Conditioner, Sec. Practice, Turner, Welder, Wireman, Surveyor, Mech. Diesel, Photography, Embroidery & Needle works (Surface Ornamentation), and Dress Making Trades passed, Minimum 1 years Industrial/Teaching experience from reputed institute & (Craft Instructor Training passed certificate is preferable).
- viii) **Junior Assistants:** a) Certificate of Graduation (B.A./B.Sc./B.Com. or equivalent examination) and Marksheet from recognized University.  
 b) Certificate on Computer Proficiency.

In case of candidates having Degree in Computer Science / Information Technology or equivalent from any Govt. registered / UGC recognized / accredited Universities / Institutions, may also upload separate diploma certificate in computer, if any.

- ix) **Hostel Supdt. Cum Physical Training Instructor:** Certificate of Graduation in Physical Education and Marksheet from recognized University or any examination declared equivalent.
- x) **Store Keeper (ITI):** Certificate of HSLC passed and Marksheet, 6 (six) months computer certificate / NCVT passed from recognized ITI in any trade/ 3 (three) years professional experience in handling store with knowledge of inventory control or 3 (three) years diploma in Engineering with 1 (one) year experience in handling

Industrial Store with knowledge inventory control from recognized establishment and 6 (six) months computer certificate.

- xi) **Librarian (ITI):** Certificate of Higher Secondary passed and Marksheet & Diploma in Library Science/ One year Experience of using computer and Computer Applications having Library Software & Digital Library Management System / Certificate of Higher Qualification in Library Science preferable.
- xii) **Dresser (ITI):** Certificate of HSLC passed and Marksheet & Dresser from recognized institute or 5 (five) years working knowledge in any Hospital/ Nursing Home as Dresser.
- xiii) **Workshop Attendant/ Store Attendant (ITI):** Certificate of Class VIII Passed from Govt. recognized School or any examination declared equivalent.

Preference will be given to the candidate having Technical Aptitude and work experience in relevant field along with Trade Certificate (NCVT/SCVT) from recognized Institutions / Boards

- xiv) **Grade-IV (HQ)/(ITI)/Zonal Level Employment Exchanges :** Certificate of Class VIII Passed from Govt. recognized School or any examination declared equivalent.

For Hostel Cook (ITI), candidate should have experience in cooking from Hotel /Institutes of repute.

**xv) For all candidates:**

- a) Certificate of caste.
- b) Valid Employment Exchange Registration Certificate from any of Employment Exchange in Assam.
- c) PwD Certificate issued by the competent authority (for PwD Candidates).
- d) Certificate of Ex-Servicemen issued by the competent authority (for Ex-Servicemen Candidate) to avail age relaxation.
- e) EWS certificate from Competent Authority.

The benefit of reservation under EWS can be availed upon production of an income and asset certificate issued by the Circle Officer or Circle Officer (A) of the revenue Circle where the candidate and/or his family normally resides. The income and asset certificate issued by any one of the authorities in prescribed format as given in **Annexure- I** (uploaded in SLPRB website) shall only be accepted as proof of candidate's claim as belonging to EWS.

The candidates will then click on the '**Complete**' button to indicate that they agree to all the entries made in the form. The candidates can then download the registration/ application slip with ID No.

It is mandatory for the candidates to mention proper address, PIN code, valid email address and mobile phone number in the application form as the same will be required to inform them regarding the status of their applications and convey other related information.

A candidate whose application is found to be in order will be called for **FIRST PHASE TEST**. Candidates will be able to download the Admit Card / Call Letter from SLPRB website ([www.slprbassam.in](http://www.slprbassam.in)) by entering their ID number. Candidates will be informed through SMS and email on their mobile numbers and email addresses. The SLPRB will not be responsible for any discrepancies that may arise due to entry of wrong mobile number and email address by the candidate.

The candidates who are employees of Govt. / PSUs / Autonomous bodies must obtain necessary permission in writing from the Competent Authority / Employer and a copy of the same may be produced during scrutiny of documents on the day of Practical.

Incomplete / defective / invalid application will be summarily rejected.

#### **5. SELECTION PROCEDURE:-**

There will be two tests for recruitment of all the posts (i) First Phase Test and ii) Second Phase Test.

Candidates whose applications are found correct in all respects will be called for First Phase Test (Written Test) which will be conducted at any convenient venue(s) depending upon the number of candidates. The candidates will have to appear for the First Phase Test (Written Test) at the venue mentioned in his/her call letter. However, the Chairman, SLPRB, Assam reserves the right to change the venue (s) of the test as necessitated and no representation etc. will be entertained in this regard. **Before entering the test in the venue (s) for first phase test (Written Test), biometrics of each candidate will be done.**

On arrival, the Admit Card / Call Letter of the candidates will be verified.

1. **FIRST PHASE TEST**: For all the above mentioned posts (except Grade-IV), Written Test will be conducted as First Phase Test on the subjects:

- i) General Mathematics.
- ii) English & Vernacular (Grammar & Comprehension & Composition)
- iii) Logical Reasoning and Aptitude
- iv) Assam's History, Geography, Polity & Economy
- v) General awareness/General knowledge and Current affairs.

The duration of the Written Test will be of 2 ½ hours. The test will be of 100 marks with 100 questions and will be completely OMR based. Each question will carry 1 (one) mark. There will be negative marking of ½ (half) mark for each wrong answer.

For the First Phase i.e. Written Test **Questions paper will be set for the following posts as below:-**

1. Common question for the posts of a) Stenographer (English) Grade-III, b) Statistical Assistant (Employment Wing), c) Junior Assistant (HQ) / Junior Assistant (ITI) / Junior Assistant (Zone Level Employment Exchanges), d) Librarian (ITI)
2. Common question for the posts of a) Pharmacist (ITI) and b) Dresser (ITI),
3. Common question for the posts of a) Instructor Stenography (English), b) Hostel Superintendent -Cum- Physical Training Instructor, c) Tech. Assistant (HQ), d) Junior Instructor, e) Store Keeper (ITI)

**For the posts of Grade-IV**, the Written Test will be of 50 marks and will be completely OMR based. There will be 50 questions and each question will carry 1 (one) mark. There will be no negative marking. Duration of the Test will be 1 ½ hour. Candidates will have to use black ball pen to answer the OMR based answer sheet. The question paper will be set in three parts as under:-

- a) General Knowledge & current affairs,
- b) Matter relating to History of Assam,
- c) Cultural, Polity, Geography, Economy etc of Assam.

## **2. SECOND PHASE TEST.**

After completion of the Written Test, a merit list will be prepared for each category of posts including Zone-wise posts (Jr. Asstt.& Grade-IV) for both (male and female) on the basis of total marks scored in Written Test. Candidates will be called for Second Phase Test in order of merit at the rate of 5 (five) times the number of posts allotted in respect of each category for both male and female as per the vacancies. If there are candidates scoring the same marks in Written Test as the last candidate selected for Second Phase Test by the 5 times formula in a particular case, the candidates scoring the same marks will also be called for Second Phase Test and therefore, the number may exceed the 5 times to that extent for that particular case and category only.

**The SECOND PHASE TEST will be computer based exam to test the knowledge of posts applied and proficiency in computer operations.**

## **6. BIOMETRICS OF CANDIDATES AND SCRUTINY OF DOCUMENTS:-**

**The biometrics of the candidates taken at the time of first phase test will be validated / matched** and all the original documents along with a set of self attested photostat copies of the documents will be checked before the qualified candidates are allowed to appear in the

second phase test. Submission of any incorrect information or forged document at any stage will lead to disqualification of the candidate and may also render him/her liable to criminal prosecution. Original documents of a candidate may be put to check at any later stage of the recruitment process also.

**7. Testimonials / Documents to be submitted when appearing in Practical Test:** The candidates should bring a set of attested photocopies along with the originals of all the documents required for the posts alongwith 2 (two) copies of recent photograph of passport size uploaded in the online application for verification by the Selection Committee on the date of Practical Test. Candidates failing to bring the original documents will not be considered for such qualifications as claimed by him/her and no further rectifications will be entertained after the test date.

**8. FINAL SELECTION:-** The final merit list will be prepared posts and category wise on the total marks scored in First Phase/Written Test and Second Phase/ Practical Test as shown below:-

**Grade III Posts:**

**1) Stenographer (English), Grade-III:**

1) First Phase/Written Test	-	100 marks
2) Second Phase Test (CBT)	-	50 marks
3) Stenography Test	-	50 marks
<b>Total -</b>		<b>200 marks</b>

**2) Instructor-Stenography (English):**

1) First Phase/Written Test	-	100 marks
2) Second Phase Test (CBT)	-	50 marks
3) Stenography Test	-	50 marks
<b>Total -</b>		<b>200 marks</b>

**3) Statistical Assistant (Employment Wing):**

1) First Phase/ Written Test	-	100 marks
2) Second Phase Test (CBT on Trade)	-	50 marks
<b>Total -</b>		<b>150 marks</b>

**4) Junior Assistant (HQ) / Junior Assistant (ITI) / Junior Assistant (Zone Level Employment Exchanges):**

1) First Phase/Written Test	-	100 marks
2) Second Phase Test (CBT on Trade)	-	50 marks
<b>Total -</b>		<b>150 marks</b>

**5) Hostel Superintendent cum Physical Training Instructor:**

1) First Phase/ Written Test	-	100 marks
2) Second Phase Test (CBT on Trade)	-	50 marks
<b>Total -</b>		<b>150 marks</b>

**6) Pharmacist (ITI):**

1) First Phase/ Written Test	-	100 marks
2) Second Phase Test (CBT on Trade)	-	50 marks
<b>Total-</b>		<b>150 marks</b>

**7) Librarian (ITI):**

1) First Phase/ Written Test	-	100 marks
2) Second Phase Test (CBT on Trade)	-	50 marks
<b>Total-</b>		<b>150 marks</b>

**8) Tech. Assistant (HQ):**

1) First Phase/ Written Test	-	100 marks
2) Second Phase Test (CBT on Trade)	-	50 marks
<b>Total-</b>		<b>150 marks</b>

**9) Junior Instructor):**

1) First Phase/ Written Test	-	100 marks
2) Second Phase Test (CBT on Trade)	-	50 marks
<b>Total-</b>		<b>150 marks</b>

**10) Dresser(ITI):**

1) First Phase/ Written Test	-	100 marks
2) Second Phase Test (CBT on Trade)	-	50 marks
<b>Total-</b>		<b>150 marks</b>

**11) Store keeper (ITI)**

1) First Phase/ Written Test	-	100 marks
2) Second Phase Test (CBT on Trade)	-	50 marks
<b>Total-</b>		<b>150 marks</b>

**Grade IV Posts**

Based on the aggregate marks obtained by the candidates in the Written Test & Practical Test the Final Merit Lists will be prepared category wise as under:

1) First Phase/ Written Test	-	50 marks
2) Second Phase Test (CBT on Trade)	-	15 marks
<b>Total -</b>		<b>65 marks</b>

**N.B:**

- i. In case of a tie in marks, the candidate older in age will be placed higher in the merit list. Further, candidates having same date of birth and have obtained equal marks, will be placed in the merit list according to percentage of marks in Minimum Academic Qualification.
- ii. In case, posts reserved for EWS are not filled up by candidates belonging to EWS category due to shortage of the eligible candidates, the posts will be filled up from the candidate of unreserved category.



## **9. GENERAL INSTRUCTIONS TO THE CANDIDATES :-**

- (i)** Canvassing directly or indirectly shall render such candidates unfit for the post.
- (ii)** No TA / DA will be admissible to candidates for the journey and stay at any stage of the recruitment process.
- (iii)** **The selection list confers no right to appointment unless the department is satisfied about suitability of the candidate after a thorough medical examination and verification of all essential documents for eligibility as may be considered necessary before appointment to the service / post.**
- (iv)** Candidates have to appear in all the stages of recruitment. If a candidate is absent from any stage his / her candidature will be cancelled.
- (v)** Candidature will be summarily rejected at any stage of the recruitment process, if found not conforming to the official format/having incomplete information/wrong information/incomplete requisite certificate (s)/misrepresentation of facts or impersonation.
- (vi)** The select list will remain valid for appointment from date of announcement of the result for one year or till the date of next advertisement of similar post whichever is earlier.
- (vii)** Newly Appointed candidates have to submit an undertaking that they will abide by the NEW PENSION RULES.
- (viii)** The Chairman, SLPRB, Assam reserves the right to make changes or cancel or postpone the recruitment process on specific grounds.
- (ix)** Fake documents / false information/misrepresentation of facts shall lead to rejection if detected at any stage before/after appointment and shall make the candidate liable to criminal proceeding as per existing law.
- (x)** Offering of bribe for any favour by a candidate or by any individual on behalf of any candidate is a criminal offence. Such an activity shall result in immediate disqualification of the candidature of that particular candidate.
- (xi)** In case of any clarification, the decision of the SLPRB, Assam will be final.
- (xii)** The number of vacancies is subject to changes and appointment to such vacancies will be decided by the Competent Authority at the time of appointment, based on merit, categorywise as per the final merit list.
- (xiii)** The final appointment after selection is subject to satisfactory Police Verification Report and Final Medical Examination Report as per existing norms. In case Police Verification Report or Final Medical Examination Report is found unsatisfactory, the candidature of such candidates will be rejected outright.

**(xiv)** The Rules & Regulations, terms & conditions of the Department and Govt. of Assam will be applicable.

**(xv)** The appointing authorities should, in the offer of appointment to the candidates claiming to be belonging to EWS, include the following clause:-

"The appointment is provisional and is subject to the Income and Asset Certificate being verified through the proper channels and if the verification reveals that the claim to belong to EWS is fake/false the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of fake/false certificate."

**10. TRANSPARENT PROCESS:**

- 1) Candidates and the general public are requested to help SLPRB in conducting the recruitment in just, fair and transparent manner.
- 2) A candidate is not required, to pay any amount of money at any stage of the recruitment process except for medical investigations, if required in the Govt. hospital.
- 3) Any complaint about demand for money or other malpractice can be sent to- SLPRB through mail at [slprbassam@gmail.com](mailto:slprbassam@gmail.com)
- 4) Complaints may also be sent by post to the following address:

Chairman  
State Level Police Recruitment Board, Assam  
Rehabari, Guwahati-781008

- 5) The identity of the complainant shall be kept confidential.
- 6) Anonymous complaints may not be entertained.

Sd/-  
Chairman  
State Level Police Recruitment Board, Assam  
Rehabari, Guwahati-781008