

अण्डमान तथा निकोबार प्रशासन
ANDAMAN & NICOBAR ADMINISTRATION
ग्रामीण विकास, पंचायती राज संस्थान एवं शहरी स्थानीय निकाय निदेशालय
DIRECTORATE OF RD, PRIS& URBAN LOCAL BODIES
Zilla Niwas Complex, VIP Road
जिला निवास कांप्लेक्स, वी.आई.पी.रोड

Port Blair, dated 12th June, 2018

RECRUITMENT NOTICE

APPLICATION INVITED FOR THE POST OF EXTENSION OFFICER AND PANCHAYAT SECRETARY IN THE DEPARTMENT OF RURAL DEVELOPMENT, PANCHAYATI RAJ INSTITUTIONS AND URBAN LOCAL BODIES, ANDAMAN AND NICOBAR ADMINISTRATION

Online applications are invited from the eligible candidates for the post of Extension Officer and Panchayat Secretary in the Pay scale of Rs. 29200-92300 Level-5 as per the 7th CPC in the Department of Rural Development, Panchayati Raj Institutions and Urban Local Bodies, Andaman and Nicobar Administration. Application in complete shape in all respect should be submitted ONLINE from 15.06.2018 at 10 AM to 14.07.2018 at 12.00 midnight of closing date.

Name of the Post	Extension Officer	Panchayat Secretary
No. of Vacancy	02 (General)	08 (04 OBC + 01 ST + 03 General)
Pay level and Scale	Level -5 (Rs. 29200-92300) as per the 7 th CPC	
Educational Qualification	Essential : (i) Degree in any discipline from a recognized university (ii) Should qualify the written examination Desirable : Degree or Diploma in Local Self Govt./Rural Development from a recognized university	Essential : (i) Degree in any discipline from a recognized university (ii) Should qualify the written examination Desirable : Post Graduate Diploma in Local Self Govt./Panchayati Raj Administration/Rural Development
Age Limit	18-33 years for Male 18-38 years for Female Note: 1. Relaxable for Govt. Servants upto 5 years in accordance with the instructions/orders issued by Govt. of India from time to time. 2. Relaxable for ST Candidates upto 05 years and OBC candidates upto 03 years in accordance with the instructions/orders issued by the Govt. of India from time to time.	

Eligible candidates shall have to compete in a written exam conducted by the Department/Administration. Preference must be declared by the candidates for the above two posts while filling online application. Preference once opted cannot be changed at any later stage. Qualified candidates in the written examination shall be short-listed on merit as per the preference opted. The scheme of the written examination for the above posts shall be as under:

S. No.	Scheme of written test	Total Marks
1	General English	40 Marks
2	General Awareness	40 Marks
3	Test of Reasoning	20 Marks
4	Numerical Aptitude	20 Marks

INSTRUCTIONS:

- The candidates applying for the posts should ensure that they fulfil all eligibility conditions prescribed for the post/examination. Admission of the candidates for the examination for the post notified in this notification would be on the basis of the information furnished by them in the ONLINE application. If at any stage of recruitment or thereafter, it is found that any information furnished by the candidate in his ONLINE application is false/incorrect or the candidate has suppressed any relevant information or the candidate otherwise does not satisfy the eligibility criteria for the posts his/her candidature will be cancelled forthwith.
- 1. [The ONLINE application, complete in all respects, can be submitted in the online website www.and.nic.in from 15.06.2018 at 10AM to 14.07.2018 on 12.00 midnight. [No physical copy of application is required. Any other mode of application will not be accepted.]
- 2. The online applications consists of 5 sections viz 1.Personal Details, 2.Posts & Examination Centre details, 3.Qualification Details, 4. Additional Qualification details and 5.Upload Photograph.
- 3. Only those applications which are complete with all the above 5 sections will be treated as complete. However, applications that are submitted partially, due to reasons such as network issues, can be resumed and completed at a later point of time through appropriate options in the Recruitment portal. All such applications are to be submitted completely before the last date of Online application.
- 4. Details of Photograph: The file size of the photographic image should be between 10KB and 50 KB. The recommended resolution for the image is 200 x 230 pixels (Width x Height). The photograph should clearly visible and legible. Uploading of wrong photographs or photographs with poor visibility may lead to debarring of candidates from appearing in the examination.

