

**GOVERNMENT OF ASSAM**  
**OFFICE OF THE PRINCIPAL-CUM-CHIEF SUPERINTENDENT**  
**LAKHIMPUR MEDICAL COLLEGE & HOSPITAL, NORTH LAKHIMPUR**

No.DME/95/2020/5398

Dated: 04/05/2020

**ADVERTISEMENT**

Online applications are invited for the following Grade-III (Non-Technical) posts as shown below under the establishment of the Principal-cum-Chief Superintendent, Lakhimpur Medical College & Hospital, North Lakhimpur which will be available at the official web site of Directorate of Medical Education, Assam ([www.dme.assam.gov.in](http://www.dme.assam.gov.in)) from 12/05/2020 to 27/05/2020 till midnight.

| Sl. No | Name of Posts  | Minimum educational qualification   | Scale of Pay            | Total No. of Vacant post | Category Reservation                            |
|--------|--|---|-------------------------|--------------------------|---|
| 1      | Accountant   | B.Com with 1 year diploma/certificate in computer application   | 14000-60,500 + GP-7400  | 2                        | UR-1, OBC/MOBC-1                                |
| 2      | Account Assistant  | Degree in any discipline with 1 year diploma/certificate in computer application  | 14000-60,500 + GP-6200  | 4                        | UR-3, OBC/MOBC-1                                |
| 3      | Cashier  | B.Com with 1 year diploma/certificate in computer application   | 14000-60,500 + GP-7400  | 1                        | UR-1  |
| 4      | Lower Division Assistant/ Computer Operator-cum-Clerk / DTP Operator | Degree in any discipline with 1 year diploma/certificate in computer application  | 14000-60,500 + GP-5600  | 15                       | UR-5, OBC/MOBC-4 SC-1,STP-2, STH-1,EWS-1, PwD-1 |
| 5      | Stenographer   | Degree in any discipline with Diploma in Stenography from ITI and 1 year diploma/ certificate in computer application   | 14000-60,500 + GP-6200  | 2                        | UR-1, OBC/MOBC-1                                |
| 6      | Driver   | HSLC or equivalent passed along with valid Medium Motor Vehicle License (Transport) issued by Competant Authority   | 14000-60,500 + GP 5600  | 3                        | UR-2, OBC/MOBC-1                                |
| 7      | Store Keeper-cum-Clerk-cum-Computer Operator                         | Degree in any discipline with 1 year diploma/certificate in computer application  | 14000-60,500 + GP 5,600 | 21                       | UR-8, OBC/MOBC-6 SC-1,STP-2, STH-1,EWS-2, PwD-1 |
| 8      | Record Keeper-cum-Clerk-Computer Operator                            | Degree in any discipline with 1 year diploma/certificate in computer application  | 14000-60,500 + GP 5,600 | 1                        | UR-1  |
| 9      | Record Clerk   | Degree in any discipline with 1 year diploma/certificate in computer application  | 14000-60,500 + GP 5,600 | 7                        | UR-4, OBC/MOBC-2, STP-1                         |
| 10     | Statistician   | The candidate must be M. Sc in Statistics from a recognized university with good computer knowledge. Candidate must have bio-statistical data analysis experience | 22000-87000 + GP 9100   | 1                        | UR-1  |
| 11     | Coding Clerk   | Degree in any discipline with 1 year diploma/certificate in computer application  | 14000-60,500 + GP 5,600 | 4                        | UR-3, OBC/MOBC-1                                |
| 12     | Library Assistant  | Degree in any discipline with 1 year diploma/certificate in computer application  | 14000-60,500 + GP 5,600 | 4                        | UR-3, OBC/MOBC-1                                |
| 13     | Computer Operator  | Degree in any discipline with 1 year diploma/certificate in computer application  | 14000-60,500 + GP 6200  | 1                        | UR-1  |
| 14     | Receptionist-cum-Clerk   | Degree in any discipline with 1 year diploma/certificate in computer application  | 14000-60,500 + GP 5,600 | 2                        | UR-1, OBC/MOBC-1                                |
| 15     | Librarian  | Degree in Library Science from a recognized university with 1 year diploma/certificate in computer application  | 14000-60,500 + GP 8,700 | 1                        | UR-1  |
| 16     | Deputy Librarian   | Degree Diploma in Library Science from a recognized university with 1 year diploma/certificate in computer application  | 14000-60,500 + GP 7,400 | 1                        | UR-1  |
| 17     | Social Worker  | Degree in Social Work from recognized Institute   | 14000-60,500 + GP-6200  | 3                        | UR-2, OBC/MOBC-1                                |

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|----|-------------------------------|--|-------------------------|---|------------------|
| 18 | Medical Record Officer        | Degree in any discipline with diploma/certificate in Medical Record Technician Course. | 14000-60,500 + GP 8,700 | 1 | UR-1             |
| 19 | Documentalist                 | Degree in any discipline with 1 year diploma/certificate in computer application       | 14000-60,500 + GP 5,600 | 1 | UR-1             |
| 20 | Store keeper-cum-Record Clerk | Degree in any discipline with 1 year diploma/certificate in computer application       | 14000-60,500 + GP 5,600 | 4 | UR-3, OBC/MOBC-1 |

**Reservation:** Reservation of posts for woman candidate will be as per prevailing Govt. rules.

**Age:** Candidate should not be less than 18 years and not above 38 years as on 01.01.2020. The upper age limit for different reserved categories is relaxable as per existing Govt. Rules.

**Terms & Conditions:**

- Interested candidates shall have to fill up the online application form available at the official web site of Director of Medical Education, Assam ([www.dme.assam.gov.in](http://www.dme.assam.gov.in)). Candidate shall have to choose the posts he/she wants to apply during online submission of the application. There will be single application form for all the posts he/she wants to apply.
- The following documents in original will have to be produced at the time of document verification if called for and photocopies of all certificates etc. are to be submitted:
  - 2 (two) copies of passport size colour photograph which is uploaded during filling up of online application form submission.
  - Admit Card of HSLC or equivalent or birth certificate for age proof.
  - All marks sheets and pass certificates
  - Caste certificate (where applicable)
  - Person with Disability (Divyang) Certificate
  - Permanent residentship certificate
  - Employment Exchange Registration Certificate.
  - Economically Weaker Section (EWS) Category certificate in proper format.
- Details of selection procedure will be published in due course of time.
- Candidates are required to visit the website [www.dme.assam.gov.in](http://www.dme.assam.gov.in) regularly for any update.

*Barmou*  
Principal-cum-Chief Superintendent(i/c)  
Lakhimpur Medical College & Hospital, North Lakhimpur  
Dated:04/05/2020

Memo No.DME/95/2020/5399-403

Copy to:

- The Principal Secretary to the Govt. of Assam, Health & F.W. Deptt. Dispur, Guwahati-06
- The Director of Medical Education, Assam, Sixmile, Khanapara, Guwahati-22.
- The Director of Information and Public relation, Dispur, Guwahati-06 with request to publish the advertisement in a leading English News Paper & one Assamese News Paper for one time only.
- The P.S to the Hon'ble Minister of Health & F.W., Assam, Dispur, Guwahati-06 for kind appraisal of the Hon'ble Minister.
- Relevant file for record.

*Barmou*  
Principal-cum-Chief Superintendent (i/c)  
Lakhimpur Medical College & Hospital, North Lakhimpur