

**Office of the Chief Executive Officer Mizoram  
State Rural Livelihoods Mission Rural  
Development Department**

**Recruitment 2019 – 2(i)  
Details of Vacant Post**

**Name of Post :** Mission Assistant cum Accountant (DDU-GKY)

**No. of Vacancy :** 1 (One)

**Job Description:** Maintenance of the accounts, stock, asset register of the Mission, filing and correspondence, any other activity assigned by competent authority. The position may also involve field work when required.

**Minimum qualification :** Graduate in any discipline or equivalent preferably with finance/Accounting as part of the subject in graduate Degree from a recognized institution/university with Computer Certificate from a recognized institution/University with a working knowledge of Mizo and English.

**Minimum Experience :** Fresher may apply; however preference may be given to candidate with relevant experiences

**Age Limit :** 22 – 35 years as on 1<sup>st</sup> January 2019

**Posting :** State Mission Management Unit.

**Remuneration :** 15000 - 25000 p.m

**Selection Process :** The recruitment process involve Written Examination depending on the number of applicants and personal Interview. Marks scored in written examination and Personal Interview will not be aggregated. MzSRLM reserves the right to change or cancel the recruitment process without assigning any reasons. No correspondence will be entertained on the process of recruitment.

**Engagement :** Selected candidate will undergo 3 months observatory period and will be offered a contract of 1 years during which he/ she is liable for de-selection based on performance. Though the initial appointment will be at specified location, the jobs are transferable anywhere in the State.

**Note :** All applicants are advised to thoroughly go through the instruction note attached with the application form.