

**GOVERNMENT OF MIZORAM
SCHOOL EDUCATION DEPARTMENT**

VACANCY CIRCULAR

Aizawl, the 23rd September, 2024

No.F.23015/1/2022-EDN(C): Applications are hereby invited for appointment to the posts of UDC and LDC by the method of deputation initially for a period of 1 year and Group D on casual basis under Mizo Language Development Board, School Education Department. The number of post, level in the pay matrix and the eligibility conditions for deputation and casual basis are mentioned below :-

Sl.No	Name of Post and level in the Pay Matrix	No. of Post	Eligibility conditions
1.	UDC (Level-6)	1(One)	Deputation from Government servant holding the post of LDC with not less than 5 years regular service in the grade
2.	LDC (Level-4)	2(Two)	Deputation from government servant who have passed CI-XII from State Government holding the post of Group D with 5 years regular service in the grade
3.	Group D	2(Two)	Class-VIII Certificate or above from recognized Institution and Working knowledge of Mizo language at least Middle School standard On Casual Basis @ Rs.420/- per day

The upper age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications as per the provisions in paragraph 9 of the OM on "Guidelines for appointment on deputation {including short term contract}/deputation on foreign service and absorption" issued vide No.A.12011/2/2019-P&AR(GSW) dt. 09.01.2020.

Recruitment on deputation and on casual basis is with the approval of DP&AR vide ID No: ARW/EDN-I/2024-2025/B-37 dt.24.04.2024 and concurrence of Finance Department ID No.FIN(E) : EDN/73/2024 dt.10.05.2024.

Application Form duly filled up for the posts of UDC and LDC may be submitted as per prescribed proforma (copy enclosed in Annexure) through their respective Administrative Department/Cadre Controlling Authority. In respect of Group D posts, application in plain paper with supporting documents indicating the eligibility conditions may be submitted.

The application for the above posts can be submitted to the Under Secretary, School Education Department (Room No.301, 3rd Floor, Mizoram Secretariat Building No.II, MINECO) on or before 8th October, 2024.


Sd/- DAVID LALTHANTLUANGA
Special Secretary to the Govt. of Mizoram
School Education Department

Memo No.F.23015/1/2022-EDN(C)

Aizawl, the 23rd September, 2024

Copy to :-

1. P.S. to Minister, School Education Department, Mizoram
2. P.S. to Special Secretary, School Education Department
3. Chairman, MLDB
4. All Administrative Departments
5. All Heads of Departments
6. Guard File



Under Secretary to the Govt. of Mizoram
School Education Department

**APPLICATION FROM FOR APPOINTMENT BY DEPUTATION
(INCLUDING SHORT TERM CONTRACT)/ FOREIGN SERVICE/ABSORPTION**

1)	Name of applicant (in capital letters)	:	
2)	Date of birth (enclose self attested copy of supporting document like HSLC, Birth Certificate, etc.)	:	
3)	Address for correspondence including contact number	:	
4)	Name of post applied	:	
5)	Designation of present post held	:	
6)	Name of service/ department	:	
7)	Present scale of pay/level in pay matrix	:	
8)	Date of joining the present grade/ post on regular basis	:	
9)	Educational qualification (enclose self attested copy of certificates)	:	
10)	Please state whether or not the educational and other qualification / experience prescribed for the post in the recruitment in the rules/ vacancy circular are satisfied by the applicant	:	
	Qualifications/experience required		Qualification / experience possessed by the official
	Essential	i)	
		ii)	
		iii)	
	Desirable	i)	
		ii)	
11)	Nature of present employment (i.e. permanent /regular or ad hoc or temporary, contract etc.)	:	

12	<p>Please state whether the substantive employment is under any of the following employer:</p> <p>a) Central Government b) State Government c) Universities d) Autonomous organisations e) Government Undertaking f) Others</p>	
13)	<p>Any additional information which you would like to mention in support of your suitability for the post (This may among other things, include (i) additional academic qualification (ii) professional training (iii) work experience, etc. Separate sheet may be enclosed if necessary)</p>	
14)	<p>Whether penalty, if any, was imposed on the applicant during a period of 5 years preceding last date for submission of application? If any, enclose a copy of the order of imposition of penalty by the Disciplinary Authority.</p>	

15 Details of posts(s) held in chronological order (enclose separate sheet, if necessary)

Sl. No.	Name of post held	Duration		Nature of duties
		From	To	

The information furnished above is/ are correct to the best of my knowledge and nothing has been suppressed. I understand that in case of my selection, if any information furnished above is found to be false or misrepresented at a later stage, my selection is liable to be cancelled with the approval of the Competent Authority.

Date:

Name & signature of applicant

**CERTIFICATE OF THE ADMINISTRATIVE DEPARTMENT / CADRE
CONTROLLING AUTHORITY**

Certified that the particulars furnished by the officer are correct as per the service records and the department as no objection for appointment of the officer on deputation (including short term contract)/ deputation on foreign service/ absorption (please select the appropriate one).

Date:

Signature of an officer not below the rank of
Under Secretary in the cadre controlling authority