

Government of Manipur
Directorate of University and Higher Education

NOTIFICATION

Imphal, the 10th March, 2021

No. 3/3-1/ITEP/2020-UHE : In pursuance of the Department of Higher and Technical Education, Government of Manipur letter no. 14(10)/17/2020-HE dated 15.12.2020, applications in the prescribed form are invited for appointment of suitable candidates to the following non-teaching posts for introduction of Integrated Teacher Education Programme (ITEP) at (i) Pettigrew College, Ukhrul; (ii) Churachandpur College, Churachandpur; (iii) Liberal College, Luwangasangbam; (iv) Thoubal College, Thoubal and (v) Manipur College, Imphal:

Sl. No.	Name of the Post	No. of Post	Pay Scale	Essential Qualifications	Age limit
1	Library Assistant	05 (UR-04, ST-01)	Rs. 5200- 20200 + GP 2400 (Revised L-5)	Graduate with B. Lib. Science or equivalent from a recognised University	From 18 years to 38 years (The upper age limit is extensible by 3 years in case of OBC Candidates and by 5 years in case of SC/ST Candidates.)
2	Data Entry Operator (DEO)	05 (UR-04, ST-01)	Rs. 5200- 20200 + GP 1900 (Revised L-3)	10+2 standard or equivalent and Basic Computer Knowledge(i.e. 3-6 months Course, particularly on MS Office from a recognised institute) and a typing speed of 45 words per minute	Upper age for the candidates who are serving in the state Government may also be relaxed to the extent of the period of continuous service put in the post/service. A Government servant who belongs to OBC/SC/ST will get the facility admissible to a Government servant in addition to relaxation admissible to OBC/SC/ST categories.)
3	Multi-Tasking Staff (MTS)	05 (UR-04, ST-01)	Rs. 4440-7400 + GP 1650 (Revised L-1)	HSLC/Matriculation from a recognised Institution/Board	
TOTAL:		15			

2. The interested candidates may contact the Employment Exchange offices of their respective districts latest by **20.03.2021** for sponsorship.

3. The candidates may submit the application forms along with the registration/sponsorship no. issued by the Employment Exchange on payment of Rs. 500/- per application for the General candidates, Rs. 400/- for OBC candidates and at Rs. 300 for SC/ST/PWD candidates respectively latest by **31.03.2021** to the office of the Director, University and Higher Education, Government of Manipur, Keishampat.



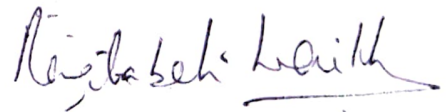
4. Upper age for the candidates who are serving in the state Government may also be relaxed to the extent of the period of continuous service put in the post/service. A Government servant who belongs to OBC/SC/ST will get the facility admissible to a Government servant in addition to relaxation admissible to OBC/SC/ST categories.

5. The application form for the posts may be downloaded from www.highereducationmanipur.gov.in.

6. The selection of the candidates shall be based on Written Test only. The type of question will be multiple Choice with equal weightage for all the questions. There will be no negative marking. The detailed scheme of the examinations are as given below:

Sl. No.	Name of the Post	Type of Question for the Examination	Total marks for Examination and duration of examination	Area of Examination and level of difficulty
1	Library Assistant	Multiple Choice Questions(MCQ)	100 (2 hours)	i. General English - 20 marks ii. General Knowledge - 20 marks iii. Knowledge on Library Sc.(up to Graduation level) - 60 marks
2	Data Entry Operator (DEO)	Multiple Choice Questions(MCQ) Typing Test (Qualifying)	100 (2 hours)	i. General English - 30 marks ii. General Knowledge - 40 marks iii. Basic Computer knowledge - 30 marks
3	Multi -Tasking Staff (MTS)	Multiple Choice Questions(MCQ)	80 (2 hours)	i. General English - 30 marks ii. General Knowledge -50 marks

7. The details of issue of Admit Cards and Date of Examinations shall be notified in due course.



(Dr. Rangitabali Waikhom)
Director of University & Hr. Edn.
Government of Manipur



Copy to:

1. Secretary to Hon'ble Chief Minister, Manipur
2. PS to the Hon'ble Minister (Education), Manipur
3. SO to Chief Secretary, Government of Manipur
4. PS to Commissioner(HTE), Government of Manipur
5. The Editor Poknapham/The Sangai Express(English Edition) for publication of the Notification for three alternate days
6. DUHE Website
7. Guard File