



KRISHI VIGYAN KENDRA : BARPETA
Assam Agricultural University
Howly - 781 316 :: Assam

TELEFAX: 03666-289292 :: E-mail : kvk_barpetaaau.ac.in :: web: www.kvkbarpeta.org



No.AAU/KVK/HLY/ 4(95)/2021-22/587

Date :29.11.2021

ADVERTISEMENT

Applications for selection of suitable candidates for the following contractual posts under Krishi Vigyan Kendra, Barpeta for the project “ Formation and promotion of FPOs by KVKs and ICAR Institutes as Cluster Based Buisness Organization” are invited. Intending candidates having requisite qualification may submit their complete Curriculum Vitae along with photocopy of all academic certificates, marksheets and testimonials through email to kvk_barpetaaau.ac.in on or before **14th December, 2021**. Only shortlisted candidates will be intimated through email for appearing in the computer test and/or written test followed by interview.

Name of the post with no. of vacancy	Minimum education qualification and experience	Monthly emoluments (Rs.)	Project Duration
Office Assistant (1 no.)	Educational qualifications: The applicant should posses at least a graduate (minimum three years duration) degree in any field from recognized University/Instituion. Working experience: The applicant must have at least one year experience in office management/secretarial works in any public or private sector organization Computer Skills: Must be excellent in using computer application with advanced knowledge of Office management, proficiency in MS-Office applications (like Word, Excel, Powerpoint etc.) including e-mail.	17,000.00 (fixed)	5 months (likely to increase)
Field Co-ordinator (2 nos)	Educational qualifications: The applicant should posses at least a graduate (minimum three years duration) degree in any field from recognized University/Instituion. Working experience: The applicant must have at least one year experience in office management/secretarial works in any public or private sector organization Computer Skills: Must be excellent in using computer application with advanced knowledge of Office management, proficiency in MS-Office applications (like Word, Excel, Powerpoint etc.) including e-mail.	18,000.00 (fixed)	5 months (likely to increase)

The engagement is purely temporary and terminable at any time without assigning any reason thereof. Further, the engagement does not entitle them to claim for regular employment in the centre or the university in the future.

Yours faithfully

(A. K. Deka)

Memo No: AAU/KVK/HLY/ 4(95)/2021-22/

Copy for information and necessary action

1. Director of Extension Education, AAU, Jorhat
2. Notice Board
3. I/c ARIS cell with a request to upload the same in AAU website
4. KVK Barpeta website

(A. K. Deka)

Sr. Scientist & Head, KVK Barpeta