



RAJIV GANDHI UNIVERSITY
(A Central University)
Rono Hills, Doimukh – 791112
Arunachal Pradesh

No. EG-210/88/Vol-II

Dated the 18th August'2022

ADVERTISEMENT

The Rajiv Gandhi University is going to engage 1 (one) Stenographer (Hindi) purely on contractual basis and 1 (one) Typist (Hindi) on requirement basis. The engagement shall be initially for a period of 6 (six) months however, extendable on requirement and on assessment of performance. Other details are given below :

Sl No.	Name of the post	No. of post	Consolidated remuneration	Age	Educational & other qualifications
1.	Stenographer (Hindi)	1 (one)	15,998/-	18-28 years (relaxation to (SC/ST/OBC) as per Gol rule	Essential: Graduate and Hindi as one of the subjects from a recognized Board or University. Skill Test Norms Dictation: 10 mts @ 80 w.p.m Transcription:- 65 mts. Hindi (On Computer).
2.	Hindi Typist	1 (one)	10,000/-	18-28 years (relaxation to (SC/ST/OBC) as per Gol rule	Essential: Class XII passed with Hindi as one of the subjects from a recognized Board or University. Skill Test Norms : Candidate must have typing speed of 30 w.p.m. in Hindi on Computer.

Candidates applying for the post of Stenographer and Hindi Typist shall have to appear in the proficiency test in stenography 10 minutes & translation 65 minutes & skill test respectively on 02/09/2022 from 10.30 am at Computer Browsing Centre adjacent to the Department of Mass Communication, RGU.

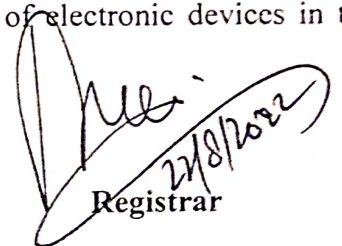
The results of the selected candidates for appointment shall be displayed in the University website (www.rgu.ac.in) and University Notice Board.

Sd/-
Registrar

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Important Note :

- a. The candidates are to download an application form the University website www.rgu.ac.in).
- b. The candidates are require to filled-up application form which shall be issued to in neat & clean handwriting during the day of interview enclosing one photocopy of self-attested educational certificates, birth certificate, Aadhaar card, caste certificate, covid-19, 2nd dose vaccination certificate.
- c. 2 (two) copies of recent passport size photographs need to be submitted of which one copy should be pasted in the right corner at the top of the application form.
- d. The candidates must have to enclosed Demand Draft amounting to Rs.200/- (rupees two hundred) only being an application fee in favour of the Registrar, Rajiv Gandhi University payable at Bank of Baroda, A.U. Branch. An application without application fee shall be summarily rejected.
- e. Candidates must register themselves for allotment of roll number in between 9.30 a.m to 10.30 a.m. during the day of interview. After 10.30 a.m. onwards no registration shall be done in any case.
- f. The date for determining age shall be the date of interview.
- g. Canvassing in favour of candidature both direct and indirect is strictly prohibited. Violation of the code of conduct will be treated as misconduct and will be brought to the notice of Selection Committee. The University reserve the right to cancel candidature of such candidates at any point of time if found in canvassing in any form.
- h. Incomplete application (s) form shall be summarily rejected.
- i. Stenography certificate must have specific tenures of course. Certificate without specific tenures of the course shall not be entertained in any case.
- j. The University reserves the right to fill or not to fill any of the posts advertised.
- k. The candidates shall not be allowed to carry any type of electronic devices in the examination's hall.


27/8/2022
Registrar

Roll No.

RAJIV GANDHI UNIVERSITY
RONO HILLS: DOIMUKH-791112
ARUNACHAL PRADESH

Recent
passport size
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APPLICATION FORM FOR THE POST OF STENOGRAPHER (HINDI) & TYPIST (HINDI) ON
CONTRACTAL AND CONTINGENCY BASIS

1.	Application for the post of	:	
2.	Name of the Applicant (IN BLOCK LETTERS)	:	
3.	Father's name	:	
4.	Present post held and date of joining	:	
5.	Telephone/Mobile number	:	
6.	i. Date of Birth ii. Age as on 02/09/2022	:DoB : _____ _____ Years, _____ Months, _____ Days	
7.	Present address for correspondence	:	
8.	Permanent Home address	:	
10.	Whether belong to: (Please attach self-attested copy of Certificate)	SC/ST/OBC/General	
11.	Educational Qualifications	:	
12.	Technical Qualification or other qualification (if any)	:	
13.	Work Experience in the field, if any	:	
14.	Details of enclosures sent with the application	:	

I certify that the above information is correct and complete to the best of my knowledge and belief. I am not aware of any circumstances which may impair my fitness for employment in Rajiv Gandhi University, Rono Hills: Doimukh, Arunachal Pradesh.

Date:

Signature of the Applicant
Name :