

GOVERNMENT OF MEGHALAYA
DIRECTORATE OF EDUCATIONAL RESEARCH AND TRAINING
LAITUMKHAH, NONGRIMMAW, SHILLONG-793011

INSTRUCTIONS FOR CANDIDATES

Advertisement No. DERT/MSIP/2/2022/33 dated 24.04.2023

Job Title: Advertisement for (1) Research Associate & (1) Office Assistant cum DEO

Last Date: 12.05.2023

Job Detail:

Applications are invited for filling up the following posts Research Associate and Office Assistant cum DEO **purely on contractual basis for a period of 1 (one) year only for a Research Study in DERT, Shillong.**

Post	No. of Posts	Minimum Qualification	Job Description	Remuneration
Research Associate	1	Essential Qualification: PhD in any stream. Work Experience: a. 3 years' experience in Research b. Report preparation c. Research Project Management • Preference will be given to candidates having knowledge in: i. Quantitative Technique ii. Quasi-experimental method. iii. Psychometric Analysis.	<ul style="list-style-type: none">• Development of research tools• Data collection• Conducting Focus Group Discussions• Data Analysis & Interpretation• Drafting Reports• Liaison with field personnel	₹32,500/- per month (Consolidated Pay)
Office Assistant cum DEO	1	Essential Qualification: B.Com with 60% marks from a recognized University / Institute (5% relaxed for ST/SC). Candidates should also possess a certificate/ diploma in Computer Application. Work Experience: a. At least 1 year experience in a private / govt. sector. b. Knowledge in using Tally software.	<ul style="list-style-type: none">• Typing / data entry• Compilation of data• Documentation and filing• Any other as may be assigned from time to time	₹22,500/- per month (Consolidated Pay)

How to apply:

Interested candidates having the required qualification and experience mentioned above may apply via Google Form only through the link enclosed. **Applications through any other medium will not be accepted.**

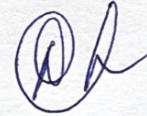
Link for application: <https://forms.gle/ySHisYxHkATast5L6>

Selection Process:

Shortlisted candidates will need to appear for personal interview. No TA/DA will be entitled. The selected candidates are expected to join within 1 (one) week from the date of appointment.

General Conditions:

1. Candidates should mention in their CVs all the qualifications and experience in the relevant area over and above the minimum prescribed qualification and ensure that all details are complete and accurate.
2. The decision in all matters relating to eligibility, acceptance or rejection of any/all applications, fixing the eligibility criteria, equivalence or qualifications, mode of screening / selection, conduct of interview will be final and binding on the candidates.
3. Canvassing of any nature and/or bringing any influence/pressure from any quarter will be treated as a disqualification of applications.
4. Correspondence, if any, from the DERT including interview call letter of the short-listed candidates shall be sent to the email ID provided by the candidate.



Smti. C. D. Lyngwa, MCS
Director,

Directorate of Educational Research and Training,
Shillong, Meghalaya.