



KRISHI VIGYAN KENDRA, NAGAON
Assam Agricultural University :: Simaluguri
Nagaon- 782002 :: Assam



No. AAU/KVK/NGN/ CBBO (NCDC) /2021-22/500

Dt.18-12-2021

Advertisement No. CBBO(NCDC)/2021-22/500 dtd 18-12-2021

A walk in interview has been scheduled for filling up **one Field Coordinator** and **one Office Assistant** under the project "**Formation and Promotion of FPOs by KVK and ICAR institute as Cluster Based Business Organizations (CBBO)**" at **Krishi Vigyan Kendra, Nagaon** under CBBO initially for a period of 3 (three) months. Intending candidates having requisite qualification may appear in the interview on **27th December 2021** at the **office chamber of the Principal Scientist & Head, KVK, Nagaon, AAU, Simaluguri - 782002** along with biodata and all original and photocopy of all academic certificates and testimonials.

Post wise minimum educational qualification, work experience and remuneration (per month) are mentioned as given below:

Name of the Post	Minimum Educational qualification and work Experience	Remuneration (per month)
Field Co-ordinator	Educational Qualification: Graduate (Minimum 3 years duration) degree in any field from recognized university/institution. Working Experience: Must have at least one year experience in office management/ Secretarial work in any public or private sector organization. Computer Skills: Applicant should have knowledge in computer application, with advanced knowledge of office management, proficiency in MS Office applications (like Word, Excel, Power Point etc.) including e-mail.	Rs. 18,000.00 (Fixed)
Office Assistant	Educational Qualification: Graduate (Minimum 3 years duration) degree in any field from recognized university/institution. Working Experience: Must have at least one year experience in office management/ Secretarial work in any public or private sector organization. Computer Skills: Applicant must be excellent in using computer application, with advanced knowledge of office management, proficiency in MS Office applications (like Word, Excel, Power Point etc.) including e-mail.	Rs. 17,000.00 (Fixed)

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

Sd/-
(Niranjan Deka)
Principal Scientist & Head
KVK, Nagaon

Memo No. AAU/KVK/NGN/ CBBO (NCDC) /2021-22/500 (a-f)

Dt. 18-12-2021

Copy to:

1. The Secretary to the Vice Chancellor, AAU Jorhat, 13
2. The Registrar, AAU, Jorhat, 13.
3. The Comptroller, AAU, Jorhat- 13.
4. The Director, ATARI, Zone- VI, Guwahati.
- ✓ 5. The System Administrator, ARIS, Cell, AAU, Jorhat- 13 with a request to upload in AAU website.
6. Office Copy.


Principal Scientist & Head
KVK, Nagaon