



National AYUSH Mission

DISTRICT PROGRAMME MANAGEMENT AND SUPPORTING UNIT

District Medical Office (Homoeo), IInd floor Revenue tower

Adoor, Pathanamthitta - 691523

Email: nampta12@gmail.com.

No. NAM/DPMSU/PTA/19/2023

Date : 06/01/2024

CAREER NOTIFICATION

Applications are invited for the recruitment of Accounting Clerk on Contract basis at District Programme management & Support Unit of National AYUSH Mission, Pathanamthitta District.

Eligibility Criteria

- B.Com degree from a recognised university
- Recognised Diploma in Computer Application (DCA)
- Certificate in Tally
- Typewriting in English and Malayalam

Desired Profile

- Working experience in public Financial Management System (PFMS)
- Working experience in Health or AYUSH sector.
- Exposure in social sector schemes (National/State/District level)

No. of Vacancy : 1

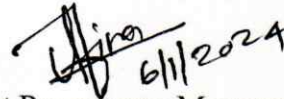
Age Limit : As on 06/01/2024 not exceed 40 years

Consolidated pay : 17000/- per month

A typewriting practical test will be conducted to assess the typewriting skills of the candidate. If 20 or more candidates appear for the interview written test will also be conducted.

INSTRUCTIONS

1. The applicants are required to go through the detailed notification carefully and decide themselves about their eligibility for various post before applying. Applicants must compulsorily fill-up all relevant fields of application and submit in a sealed envelope directly or through post on or before 20.01.2024 to The District Programme Manager, District Programme Management and supporting Unit, National AYUSH Mission, District Medical Office (Homoeo), Revenue Tower, Second Floor, Adoor, Pathanamthitta -691523, Applications will be accepted only on working days from 10 AM to 5 PM.
2. Application received after 5 PM on 20/01/2024 will be summarily rejected.
3. Application submitted in any format other than the format given along with the notification will not be accepted and such applications will be summarily rejected.
4. Self-attested copies of certificates proving age and educational qualifications for the respective posts should be submitted along with the application. Applications without copies of certificates will not be accepted and will be summarily rejected.
5. Incomplete / incorrect application from will be summarily rejected.
6. The applicants should have a personal E-mail ID and Mobile Number. It should kept active till the completion of the recruitment process. National AYUSH Mission will send intimation regarding interview, written examination and any other matters related to recruitment process only through the E-mail ID provided by the applicant.
7. National AYUSH Mission (NAM) under any circumstances will not entertain the information if any furnished by the applicants subsequently.
8. If any is detected during the scrutiny the candidate will be rejected even through He/She come through the final stage of recruitment process.
9. The applicants should not furnished any false,tampered, fabricated information or suppress any material information while filling the application form. If the particulars furnished in the application form do not tally with the original document produced by the applicant, His/Her application will be rejected. If any candidate possesses equivalent qualification the equivalency certificate shall be produced along with the application.
10. Failure to submit equivalency certificate will result in rejection of the application.
11. The number of vacancies is only indicative and not guaranteed. NAM reserves the right to engage or not to engage persons as advertised.
12. The mode of recruitment shall be interview. In case if there are 20 or more applicants for a particular post written test will be conducted along with the interview.

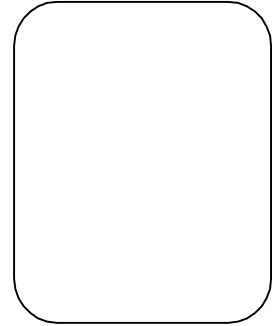
 6/1/2024

District Programme Manager
National AYUSH Mission, Pathanamthitta

Dr. AFINA AZEEZ
District Programme Manager
National AYUSH Mission, DPMSU
Pathanamthitta, Kerala

NATIONAL AYUSH MISSION KERALA

Applicant's Profile



Post applied for:

Name (Capital Letters) :

:

Name of Father/Husband/Guardian :

Sex :

Age & Date of Birth (DD/MM/YY) :

Residential Address :

Address for Communication :

Phone No.(Mobile) :

Email Id :

Marital Status :

Educational Qualifications

Sl No.	Qualification	Institution & University	Year of passing

Experience

Sl. No	Name of institution	Job Title	Period	No. of Years

Declaration

The above mentioned facts are true and fair to the best of knowledge and belief.

Place :

Date :

Name & Signature

