

**COUNCIL OF HIGHER SECONDARY EDUCATION,  
MANIPUR**

**ADVERTISEMENT**

Imphal, the 8<sup>th</sup> March, 2021

**No.1/2/92-HSC(Vol-V):** In pursuance of the Council Meeting Resolution No. 4.1 dated 23-02-2021, applications are invited from willing candidates for appointment by direct recruitment to the following 21 (twenty-one) posts in the Council of Higher Secondary Education, Manipur on regular basis.

Sl. No.	Name of post	No. of posts			Reservation				
		Regular Vacancy	Anticipated vacancy	Total	UR	OBC (M)	OBC (MP)	ST	SC
1.	Assistant Programmer (IT)	1	0	1	0	0	0	1	0
2.	Lower Division Assistant	2	3	5	3	0	0	2	0
3.	Data Assistant	2	0	2	2	0	0	0	0
4.	Driver	1	0	1	0	0	0	1	0
5.	Grade – IV	11	1	12	6	2	0	4	0
<b>Total</b>		17	4	21	11	2	0	8	0

**Qualifications & Scale of pay**

Assistant Programmer (IT)	(i) B.E./B.Tech. [in Computer Engineering or Electronics and Communication Engineering or Electronics and Telecommunication Engineering] OR Master of Computer Application (ii) Knowledge of Manipuri, Hindi and English. <b>Scale of pay:</b> Rs. 9300 – 34800/- + GP of Rs. 4200/-
Lower Division Assistant	(i) Degree of a recognized University. (ii) Knowledge of Computer operation along with minimum 6 (six) months Certificate Course in Computer Concepts + Multimedia + Internet. (iii) Knowledge of Manipuri, Hindi and English. <b>Scale of pay:</b> Rs. 5200 – 20200/- + GP of Rs. 2000/-
Data Assistant	(i) Degree of a recognized University. (ii) Knowledge of Computer operation and proficiency in MS Office and PageMaker [with 6 (six) months Certificate Course in Computer Concepts + Multimedia + Internet + MS Office + PageMaker] (iii) Knowledge of Manipuri, Hindi and English. <b>Scale of pay:</b> Rs. 5200 – 20200/- + GP of Rs. 2000/-
Driver	(i) HSLC or equivalent from any recognized Board/Council. (ii) Light vehicle Driving License issued by the Transport Department in the form of Smart Card. (iii) 3 (three) years' experience from a registered motor workshop. (iv) Knowledge of Manipuri, Hindi and English. <b>Scale of pay:</b> Rs. 5200 – 20200/- + GP of Rs. 1900/-
Grade – IV	(i) HSLC or equivalent from any recognized Board/ Council. (ii) Knowledge of Manipuri, Hindi and English. <b>Scale of pay:</b> Rs. 4440 – 7440/- + GP of Rs. 1300/-

- Application forms can be downloaded from the Council website [www.cohsem.nic.in](http://www.cohsem.nic.in) for free or can be obtained from the Office of the Council from 10:00 am to 2:00 pm on payment of Rs. 100/- in cash. [Note: Downloaded application forms must be printed in clear white legal size paper only].
- Duly filled in Application Form should be submitted to the Council along with application fee of Rs. 500/- for UR/OBC candidates and Rs. 400/- for SC/ST candidates in cash by enclosing their Bio-data along with (i) 2 (two) recent passport photographs and (ii) self-attested copies of Matriculation, Educational Qualification, relevant Certificates etc. on or before **2:00 pm of 31<sup>st</sup> March, 2021.**
- Age limit:** - Minimum - 21 years (18 years in case of Grade –IV/Peon) and Maximum - 38 years; relaxable upto 41 years for OBC and 43 years for SC/ST, respectively.
- In-service candidates may apply through the proper channel.
- Mode of Recruitment:** Written Examination of Objective Type shall be conducted as follows: -

Assistant Programmer (IT)	100 marks on (i) General Knowledge, (ii) General English, (iii) Basic Mathematics, (iv) Basic Computer and (v) Reasoning (all as per 12 <sup>th</sup> Standard level).
Lower Division Assistant & Data Assistant	100 marks on (i) General Knowledge, (ii) General English, (iii) Basic Mathematics and (iv) Reasoning (all as per 12 <sup>th</sup> Standard level). [Computer test of 50 marks shall be conducted for written test qualified candidates]
Driver & Grade – IV	100 marks on (i) General Knowledge, (ii) General English, (iii) Basic Mathematics and (iv) Reasoning (all as per 10 <sup>th</sup> Standard level).

- The decision of the Council as to the eligibility or otherwise of any candidate shall be final and the Council reserves the right to cancel his/her candidature if found ineligible without any notice.
- The Council reserves the right to increase the number of posts advertised, if exigency arises.
- The date, time and place of Written Examination shall be notified by the Council in due course of time.

  
**(CH. BIREN SINGH)**  
 Secretary,  
 Council of Hr. Sec. Edn.,  
 Manipur

Copy to: -

- P.S. to the Hon'ble Minister (Education), Manipur.
- The Editor – (i) Poknapham Manipuri Local Daily.  
(ii) Sangai Express English Local Daily.  
(iii) Hueiyen Lanpao Manipuri Local Daily
- Notice Board.

} They are requested for wide publication of the advertisement and necessary bills may be submitted.