

**GOVERNMENT OF MANIPUR  
DIRECTORATE OF TREASURIES & ACCOUNTS**

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**NOTIFICATION**

Imphal, the 14<sup>th</sup> December, 2020

**No.1/54/2018-DTA(01/338):** In pursuance of Government Convey letter No.8/17/2013-FD(TRY) dated 16/09/2020 for approval of Direct Recruitment of 59(fifty nine) Junior Accounts Assistants, 2(two) Drivers and 25(twenty five) Grade-IVs as approved by the State Cabinet in its meeting held on 06.08.2020 and D.P.'s U.O. No.14/2020-2021/DP dated 11/09/2020 and U.O. No.46/2020-2021/DP dated 14/12/2020, applications in the prescribed format are invited from intending candidates for direct recruitment of the following posts on temporary basis through sponsorship of the Employment Exchanges concerned in the Directorate of Treasuries & Accounts, Manipur.

Sl. No.	Name of the Post	Qualification	Pay Scale	No.of posts	UR	ST	SC	OBC (M)	OBC (MP)
1.	<b>Junior Accounts Assistant</b>	Graduates who have completed Course on Computer Concepts (CCC) (IDOS + Windows + MS Office + Multimedia + Internet) of a Central/State recognised institute	Rs.5200-20200 + 2000 (G.P)  (Level 4 of Pay Matrix)	59	31	18	1	7	2
PWD(Persons with Disabilities) (*Horizontal Reservation)					<b>3</b> (2-Locomotor disability, 1-Deaf and hard of hearing)				
2.	<b>Driver</b>	(i)Matriculate/ Equivalent from any recognised institution. (ii) Driving license (Light Motor Vehicle) from a State Licensing authority with 3 years experience in driving	Rs.5200-20200 + 1900 (G.P)  (Level 3 of Pay Matrix)	2	2	-	-	-	-
3.	<b>Peon</b>	(i)Matriculate/ Equivalent from any recognised institution. (ii) Desirable: (a) Good Physique (b) Knowledge of cycling	Rs.4440-7440 +1650 (GP) (Level 1 of Pay Matrix)	14	8	4	-	2	-
4.	<b>Chowkidar</b>	-do-	-do-	04	3	1	-	-	-
5.	<b>Peon-cum-Chowkidar</b>	-do-	-do-	2	2	-	-	-	-
6.	<b>Sweeper</b>	-do-	-do-	1	1	-	-	-	-
7.	<b>Chowkidar -cum-Sweeper</b>	-do-	-do-	4	3	1	-	-	-
<b>Total</b>				<b>86</b>					

*(Signature)*  
14/12/2020

**2. Mode of Selection (for all posts):** Through recruitment examination.

**3. Examination Scheme:**

<b>FOR THE POST OF JUNIOR ACCOUNTS ASSISTANT</b>			
<b>Subjects</b>	<b>Full Marks</b>	<b>Qualifying marks</b>	<b>Time Allowed</b>
(A) General English	50	30 %	1 hour * 1 hour and 30 minutes for PWD candidates
(B) General Knowledge	50	30 %	
(C) Computer (Practical)	50	30 %	To be notified later

\*Questions for General English and General Knowledge will be purely based on multiple choice questions (MCQs)

<b>FOR THE POST OF DRIVER &amp; GRADE-IV (Peon, Peon-cum-Chowkidar, Chowkidar, Sweeper, Chowkidar-cum-Sweeper)</b>		
<b>Subjects</b>	<b>Full Marks</b>	<b>Time Allowed</b>
(A) General Knowledge	50	1 hour

\*Questions will be purely based on multiple choice questions (MCQs)

**4. Tentative Timeline for the recruitment:**

1.	Date of notification	14 <sup>th</sup> December, 2020
2.	Date of requisition from Employment Exchange	14 <sup>th</sup> December, 2020
3.	Last date of requisition from Employment Exchange	29 <sup>th</sup> December, 2020
4.	Date of issue of forms ( from website *)	18 <sup>th</sup> December, 2020
5.	Last date of form submission	4 <sup>th</sup> January, 2021
6.	Issue of admit card	To be notified later
7.	Date of Written Examination	To be notified later
8.	Computer Skill Test (*for the post of JAA only)	To be notified later

**\*Website for downloading Application Form: [treasurymanipur.nic.in](http://treasurymanipur.nic.in)**

**5. Age Limit:** A candidate must have attained the age of 18 years and must not have attained the age of 38 years on the 14<sup>th</sup> of December, 2020 i.e. he/she must have been born not earlier than 15<sup>th</sup> December, 1982 and not later than 14<sup>th</sup> December, 2002. The permissible relaxation in upper age limit for different categories are as under:

<b>Code Number</b>	<b>Category</b>	<b>Age-relaxation permissible beyond the upper age limit</b>
01	SC/ST	5 years
02	OBC	3 years
03	PWD	ST/SC-15 years, OBC - 13 years, UR - 10 years

**NOTE:** The Date of Birth filled by the candidate in the application form must be the same as recorded in his/her Matriculation Certificate issued by a recognised Board/Council of the State or Central Government.

  
14/12/2020

**6. Submission of Application Form:** The willing and eligible candidates should get their names sponsored by the Employment Exchange concerned on or before 29<sup>th</sup> December, 2020. Thereafter, the sponsored candidates should submit the duly filled-in application form along with the required self-attested copies of certificates and mark sheets on or before 4<sup>th</sup> January, 2021 at the Office of the Directorate of Treasuries & Accounts, Manipur at D.C. Complex, Lamphelpat.

**7. Application Fee:** Candidates are required to pay applicable fee at the time of submission of forms.

The fees payable are indicated as under:

Sl.No.	Name of the Post	Application Fee *
1.	Junior Accounts Assistant And Driver	a) UR/OBC- Rs.500/- b) SC/ST-Rs.250/-
2.	Grade-IV	a) UR/OBC- Rs.200/- b) SC/ST-Rs.100/-

**\*Application fees for PWD Candidates will be exempted.** However, the supporting certificate must be enclosed.

**8. Documents to be submitted:** Completed application form for the respective categories of posts along with **4(four) numbers of recent Passport Size photographs** [2 No.s to be affixed on the admit card; 1 No. on the Application form and 1 No. to be separately stapled on application form] and self attested copies of the educational documents and ST/SC/OBC/PWD Certificates.



**(Ch. Ajit Singh)**  
**Director,**  
**Treasuries & Accounts,**  
**Manipur.**

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Copy to:-

- 1) The Secretary to the Hon'ble Chief Minister, Manipur.
- 2) The P.P.S. to the Hon'ble Deputy Chief Minister, Manipur
- 3) The Staff officer to Chief Secretary (Finance), Government of Manipur.
- 4) The Deputy Secretary (DP), Government of Manipur.
- 5) The Under Secretary (Finance), Government of Manipur.
- 6) The Director, IPR, Manipur.
- 7) The Editor, AIR/DDK/ISTV/ImpactTV,  
(with a request to include the details of the above notification as news item in the local news bulletin. )
- 8) The Editor, Poknapham (M)/ Sangai Express (E/M).  
(with a request to publish the above notification for two alternate days only  
and to submit the bills in Triplicate to this Directorate for early payment.)
- 9) Relevant File.