

GOVERNMENT OF MANIPUR
SECRETARIAT: GENERAL ADMINISTRATION DEPARTMENT

NOTIFICATION

Imphal, the 10th October, 2024

No.LIB-1015/3/2024-GAD-GAD: General Administration Department, Government of Manipur, hereby invites applications in the prescribed format from willing and eligible candidates for recruitment of **1(one) post of Senior Research Officer, 2(two) posts of Research Assistant & 1(one) post of Librarian** in Records and Library Section of General Administration Department, Manipur Secretariat, on CONTRACTUAL basis, for a minimum period of 5(five) years on annual extension basis (which may or may not be extended) as per their performance and requirement by General Administration Department. The details are given below:

Sl. No	Name of Post	Scope of work or job profile	Eligibility qualification	Consolidated remuneration	No. of post
i	Senior Research Officer	Study of all archival materials in the GAD Library including documents in State Archive and State Central Library and conduct scholarly research on subjects such as old system of administration, British correspondences, State Durbar records, political agent files and records, etc.	i) Ph.D degree holder in History ii) Knowledge of English and Manipuri languages	Rs. 1,31,400/- pm (Rationalized entry pay of associate professor, UGC Scale)	1
ii	Research Assistant	To Assist the Senior Research Officer and also to conduct independent research	i) MA with NET conducted by UGC/ similar test accredited by UGC such as SET ii) Knowledge of English and Manipuri languages	Rs.57,700/- pm (rationalized entry pay of assistant professor, UGC Scale)	2
iii	Librarian	Curate collections, manage database, support learning, research etc	i) Graduate in Library Science ii) Knowledge of English and Manipuri languages	(9300-34800 + 4200 GP) Level – 7 (fixed Rs 17700/- pm)	1

2. Eligibility conditions:

2.1. Age:

- i. Senior Research Officer: Maximum Age limit is 55 Years as on 1st July, 2024
- ii. Research Assistant: Maximum Age limit is 45 Years as on 1st July, 2024
- iii. Librarian: Maximum age limit is 38 years as on 1st July, 2024

2.2. Eligibility:

- i. Senior Research Officer:
 - (a) A good academic record, with a Ph.D. Degree in History.
 - (b) A Master's Degree with at least 55% marks or an equivalent grade in a point-scale, wherever the grading system is followed
- ii. Research Assistant:
 - (a) A Master's degree in Arts/Social Sciences with 55% marks or an equivalent grade in a point-scale wherever the grading system is followed.
 - (b) MA with NET conducted by UGC / similar test accredited by UGC such as SET
- iii. Librarian:
 - (a) Graduate in Library Science from a recognized University
 - (b) Knowledge of English and Manipuri languages

3. Mode of selection:

3.1 Senior Research Officer (Medium -English): Walk in Interview.

- i) Applicants for the interview will be shortlisted based on the Academic Score.
- ii) Broad criteria for Short-listing of Candidates for Interview for the post of Senior Research Officer:

Sl. No.	Academic Record	Score		
1.	M.Phil.	60% & Above = 07	55% to less than 60% = 05	Below 55% = 04
2.	Ph.D. in History	30		
3.	Post Doctoral Experience (2 marks for one year each)	10 max.		

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4.	i. Research Publications (Books on historical, socio economics & political issues related to Manipur)	10 for each book
	ii. Research Publications (Books on other issues related to Manipur)	07 for each book
	iii. Research Publications (Books on historical and socio political issues which are not covered in Sl. No. 4(i))	04 for each book
5.	Research Publication (Book chapter/ Journal article on issues related to Manipur)	02 for each publication

Based on above indicative parameters, GAD will shortlist the number of candidates to be called for Interview.

3.2 Research Assistant (Medium -English): Walk in Interview

- i) Applicants for interview will be shortlisted based on the Academic Score.
- ii) Indicative criteria for Short-listing of Candidates for Interview for the post of Research Assistant: (MA dissertation paper on social issues related to Manipur, inter-disciplines/cross-disciplines work, and chapters contributed to books/articles published in journals on issues related to Manipur, etc.)

Sl. No.	Academic Record	Academic Score		
		1	Post-Graduation	60% & Above = 25
2	M.Phil.	60% & Above = 07	55% to less than 60% = 05	Below 55% = 04
3	Ph.D.	30		
4	NET with JRF	07		
5	NET	05		
6	SLET/SET	03		
7	Awards			
	International / National Level (Awards given by International Organisations/ Government of India / Government of India recognized National Level Bodies) (3 for each award)	maximum of 06		
	State-Level (Awards given by State Government) (2 for each award)	maximum of 04		

Note:

- (a) (i) M.Phil. + Ph.D Maximum - 30 marks
(ii) JRF/NET/SET Maximum - 07 marks

The prescribed qualifications and experience are minimum requirements, and the mere fact that a candidate possesses them does not entitle him/her to be called for interview.

The Government will have the right to restrict the number of candidates to be called for interview, both for Senior Research Officer and Research Assistant, based on the recommendation of the **Screening Committee** constituted for this purpose, to a reasonable number of applicants.

No TA/DA will be paid for appearing in interview.

A candidate can apply for only 1(one) post

3.3 Librarian: (Medium –English)

- a. Walk in Interview - 40%
b. Academic scores in matriculation, intermediate and graduation: 60%

Applicants for the interview will be shortlisted based on the Academic scores of matriculation, intermediate, graduation and Masters.

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4. Schedule and other details of form submission of willing and eligible candidates for the said posts are as detailed below:

4.1 For 1(one) post of **Senior Research Officer** and 2(two) posts of **Research Assistant**

Sl. No.	Schedule	Date
I	Start Form download from http://gadmanipur.nic.in	16.10.2024
II	Start Physical Application Form submission at State Guest House, Sanjenthong, Imphal, along with Demand Draft non-refundable application fee of Rs. 500/- only in favour of ' DEPUTY SECRETARY, GENERAL ADMINISTRATION DEPARTMENT, GOVT. OF MANIPUR ' payable at Imphal. Candidates shall write their Name, Contact phone number & name of post applied , on the back side of Demand Draft.	17.10.2024
III	Physical Application Form Submission from 11 AM to 3 PM at the Lounge of State Guest House, Sanjenthong, Imphal on all working days.	17.10.2024 till 11.11.2024

4.2 For 1(one) post of **Librarian**

Sl. No.	Schedule	Date
I	Start of Employment Exchange sponsor	16.10.2024
II	Start online Form submission along with non-refundable online application fee payment of Rs. 500/-at http://gadmanipur.nic.in	17.10.2024
III	End of Exchange sponsor	14.11.2024
IV	End of online form submission	15.11.2024

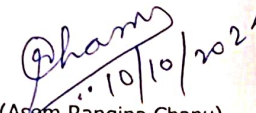
5. Further information like Date of issue of admit card, schedule of interview, venue, requisite documents, etc., will be notified later and can be had at <http://gadmanipur.nic.in>

6. This issues with **FD/PIC's U.O. No.103/2024-2025/FD(PIC) dated 19/09/2024**, DP's UO No. **2/1/2021-Meeting/DP dated 11/07/2024**, No. 27/2024-2025/DP dated 10/09/2024 and with the approval of Cabinet in its meeting held on 12/07/2024.

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Deputy Secretary
General Administration Department
Government of Manipur.

Copy to:

1. Secretary to Chief Minister, Manipur
2. Staff Officer to Chief Secretary, government of Manipur
3. The Director (Information & Public Relations), Manipur, for wide publicity
4. The Director of Employment Exchange, Manipur, *with the request to instruct the Employment Exchange offices in the State to sponsor willing and eligible candidates within the stipulated time.*
5. Joint Secretary (DP), Government of Manipur
6. The Web Manager, Department of IT, Manipur *for favour of uploading the Notification of the Department on the Department's Website and e-office Dashboard.*
7. New Editor, AIR, Imphal/Doordarshan Kendra, Imphal/ISTV/Impact TV with a request to broadcast the Notification as a news item for 2 (two) consecutive days.
8. The Editor, [Sangai Express (English)/ Poknapham (Manipuri)]. *He is requested to publish the Notification for 3(three) consecutive days and to send the Bill in duplicate to the GAD, Govt. of Manipur, for necessary action.*


(Asem Rangina Chanu)
Deputy Secretary
General Administration Department
Government of Manipur.