

GOVERNMENT OF TRIPURA
DIRECTORATE OF INFORMATION TECHNOLOGY

ITI Road, Indranagar, Agartala – 799 006

No.F.2(52)/DIT/Estt/2018/3310-3405

13th July, 2018

Memorandum

Subject: Filling up of 1(one) post of Office Superintendent on deputation

1 (one) post of Office Superintendent (OS) in the pay scale of ₹10,230/- - ₹34,800/- (Tripura State Civil Services Revised Pay Rule, 2015, 12th Amendment) with Grade Pay ₹4,600/- corresponding to Level 12 of Tripura State Pay Matrix, 2017 under Directorate of Information Technology, Govt. of Tripura, ITI Road, Indranagar, Agartala – 799 006 will be filled up on deputation basis from amongst the suitable candidates holding analogous post or who have completed at least 5 (five) years service in the grade of Head Clerk or equivalent post and passed the Accounts Training conducted by the State Government. The post carries the usual allowances admissible to employees under the Government of Tripura.

All Head of the Departments/ PSUs are thereby requested to kindly forward the names and applications of the willing candidates who have fulfilled the eligible conditions cited above along with the bio-data in the prescribed format (overleaf), Certificate of integrity and up to date ACRs for the last three years to the undersigned in confidential and sealed cover by 16/08/2018.



(S Das)
Director (I/c), IT
Govt. of Tripura.

Copy To: -

1. All Head of Department, Govt. of Tripura.

2. All Public Sector Undertaking under Govt. of Tripura
The Managing Director/ GM/ CEO

Format

- 1 Name (in Capital letters) :
- 2 Father's/ Husbands Name :
- 3 Address :

- 4 Designation :
- 5 Service to which belong and name of the Department :
- 6 Date of Birth :
- 7 Whether belongs to SC/ ST/ OBC :
- 8 Education Qualification :
- 9 Details of Experience :

Sl. No.	Post Held	From	To	Scale of Pay	Nature of Duties Performed
1	2	3	4	5	6

10. Details of Training already received, if any :

Signature of the Candidate

Signature of the Head of Department/ Office

Official Designation.