

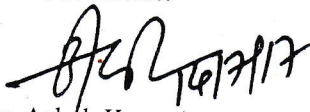
No.F.2-179/Estt/TFDPC-2012/ 3369-71  
Tripura Forest Development & Plantation Corporation Limited  
(A Government of Tripura Undertaking)  
Registered Office: Abhoynagar, Agartala-799005  
Tel-0381 2354763, Fax-0381 2359238

Dated 14/07/2017

**AVDVERTISEMENT**

Applications on plain papers are invited from the candidates of Indian Nationals residing permanently in the State of Tripura for engagement of 3(three) Nos Accounts Assistants one each at TFDPC Limited offices at Sabroom, Santirbazar & Industrial Estate, Anandanagar purely on contractual basis for 1(one) year with monthly remuneration of Rs.10,000/- .

2. Nature of Engagement: - Contractual for 1(one) year initially, which may be extended depending upon performance.
3. The Age limit, Educational qualification required in respect of the candidates to become eligible to submit applications are given below:-
  - a) Age:-Lower age limit shall be 18 years and upper age limit shall be 40 years. Age relaxation by 5 years is admissible in case of ST/SC candidates.
  - b) Educational qualification: - B.com (Hons) in Accountancy or B.com with 50% marks from any UGC recognized University
  - c) Desired professional Experience:-
    - i. Five years working experience in Tally ERP software which includes last two years in Tally ERP 9.0 level. Working experience must be in a Limited company registered under Companies Act.
    - ii. Experience in Computerized accounting system with Finance, Budgeting, including Audit, Taxation and Financial Accounting monthly preparing of BRS and closing of monthly trail balance, preparation of details relating to finalizing annual accounts.
4. The aspiring candidates should submit applications with the following information addressed to the Managing Director, TFDPC Ltd, Abhoynagar, Agartala through by post so as to reach at above address on or **before 25.08.2017. No application will be received by hand.**
  1. Name of the applicant (in block letter)
  2. Father's/husband name
  3. Permanent postal address of the candidate with Pin Code
  4. Date of birth
  5. Education qualification
  6. Year of passing of B.com (Hons) in Accountancy or B.com with 50% marks
  7. Professional Experience certificate
  8. Percentage of marks obtained in the B.com (Hons) in Accountancy or B.com examination
  9. Citizenship/Permanent resident of Tripura Certificate
  10. Caste (ST/SC/UR)
  11. Whether belongs to BPL family
  12. Employment Exchange registration particulars
  13. Recent passport size photo duly attested by Gazetted Officer is to be affixed with application
  14. Information on co-curricular field (cultural, Sports etc.)
  15. Any other information
5. The application should contain attested photocopies of all the above cited certificate/documents.

  
(Dr. Ashok Kumar)  
Managing Director

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Copy to:-

1. The Executive Director, TFDPC Limited, Agartala
2. The Director Employment Service and Manpower Deptt., GOT for information please
3. The Station Director, All India Radio Agartala. He is requested to please arrange to broadcast the advertisement.
4. The Director, Doordarshan Kendra, Agartala. He is requested to please arrange to broadcast the advertisement.
5. The General manager, TFDPC IE for information
6. The Divisional manager, Sadar/North/South-I/South-II & Factory Division Takmachara for information
- ✓ 7. The in-charge, I.T. section of this office. He is requested to arrange to publish in the web site of TFDPC Ltd
8. Notice Board of this office.

  
Managing Director