

Procedure for Recruitment

1) Notification for vacant posts with procedure for appointment

For Staff Appointment, Vacancies are Notified in local Employment Exchange

For Executive Appointment

i) Vacancies are Notified in Employment Bureau, Dibrugarh University

ii) Notified in Newspaper with details in company's website

Procedure for recruitment of Staff :

i) Candidates are shortlisted based on Eligibility Criteria

ii) Called for written test

iii) Qualified Candidates in the written test are called for Personal Interview or other Screening Test depending upon the Posts

iv) Medical Fitness Test for Successful candidates

Procedure for recruitment of Executive :

i) Candidates are shortlisted based on Eligibility Criteria

ii) Called for written test/personal interview

iii) Qualified Candidates in the written test are called for Personal Interview, Group Discussion or other Screening Test depending upon the Posts

iv) Medical Fitness Test for Successful candidates

2) Online submission of application for vacant post – Not applicable

3) Declaration of final vacant with selected list of candidates

- For staff declaration of results to Employment Exchange with intimation to the successful candidates
- For Executives declaration of results with intimation to the successful candidates.