

Recruitment to Different post(s) of Panchayat Bodies(2024-2025)

Executive Assistant (GP)

Eligibility Criteria

- **Essential :-**

- (A) Citizen of India as defined in Part II of the Constitution of India
- (B) Bachelor's Degree from a recognized -University
- (C) Diploma in Computer Application from any institute recognized by State Government or Central Government of State Council or Technical Education of All India Council of Technical Education

- **Desirable :-**

- A. Post-graduate Degree or Diploma in social work or rural development from any recognized Institute or University
- B. Experience in social work or rural development

- **Age :-**

Age As On First Day of January of Drive Year.

EWS: 18-40, OBC-A: 18-43, OBC-B: 18-43, Scheduled Caste: 18-45,

Scheduled Tribe: 18-45, UnReserved: 18-40

Scale of Pay

Scale of Pay: Level 9, Pay Rs.28900/- to Rs.74500/-

Syllabus

- **MCQ :-**

English - 25 marks , Bengali - 25 marks , Arithmetic - 25 marks , G.K (Emphasis on Rural Life & Rural Development) - 10 marks

- **Interview :-**

Total Marks: 15