

No.A.12031/1/2025/DP&AR-MADC  
**MARA AUTONOMOUS DISTRICT COUNCIL**  
**DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS**

\*\*\*\*\*

Dated Siaha, the 11<sup>th</sup> April, 2025

**ADVERTISEMENT NO. 1/2025**

Applications are invited from eligible candidates on contract basis to the following Group 'B' (Non-Gazetted) posts under various Departments of Mara Autonomous District Council.

Sl/No	Name of Post & Department	Number of Post	Monthly Remuneration & Pay Level
1.	<b>Translator</b> District Council Secretariat	1 (one)	₹ 21,600/- (Level-7)
2.	<b>Circle Revenue Inspector</b> Land Revenue & Settlement Department	1 (one)	₹ 21,600/- (Level-7)
3.	<b>Inspector of Taxes</b> Taxation Wing, General Administration Department	1 (one)	₹ 21,600/- (Level-7)
4.	<b>Circle Officer</b> Social Welfare Department	1 (one)	₹ 19,200/- (Level-6)

The application form can be obtained from the Department of Personnel & Administrative Reforms, Mara Autonomous District Council, Siaha during office hours. Government/Mara Autonomous District Council employees will have to apply through proper channel. Applications can be submitted to the Department of Personnel & Administrative Reforms, Mara Autonomous District Council with ₹ 100/- (*Rupees One Hundred*) only as application fee from 15.04.2025 to 15.05.2025 during office hours.

**Educational and other qualifications:**

1. **Educational Qualification:** Bachelor's Degree from a recognised University.
2. **Age Limit:** A candidate must not be less than 18 years and not more than 35 years of age on the last date fixed for receipt of applications:

Provided that the upper age limit may be relaxed by 5 (five) years in the case of candidates belonging to Scheduled Tribe.

For age proof document, High School Leaving Certificate (HSLC) which clearly shows the candidate's date of birth shall be accepted.

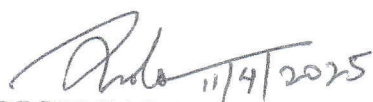
3. **Mara Language Proficiency**: A candidate must possess a working knowledge of Mara Language at least Elementary School standard.
4. **Computer Proficiency**: A candidate must possess a basic knowledge of Computer Application equivalent to Course on Computer Concepts (CCC) of National Institute of Electronics and Information Technology (NIELIT) or Diploma in Computer Application/Certificate in Computer Application from institutions recognised by Mizoram State Council of Technical Education or such other courses of the level as determined by the Executive Committee of the Mara Autonomous District Council from time to time.
5. **Permanent Resident**: A candidate must be a permanent resident of the Mara Autonomous District by birth or descent.

Sd/- K. Vanlalliana  
Executive Secretary  
&  
Chairman  
Recruitment Board  
Mara Autonomous District Council

**Memo. No.A.12031/1/2025/DP&AR-MADC : Dated Siaha, the 11<sup>th</sup> April, 2025**

Copy to:

1. PS to Chief Executive Member, Mara Autonomous District Council, Siaha.
2. PS to Chairman, Mara Autonomous District Council, Siaha.
3. PS to Deputy Chief Executive Member, Mara Autonomous District Council, Siaha.
4. PA to all Executive Members/Deputy Chairman/Vice Chairman (P&DB)/Chairman (Town Committee)/ Adviser to CEM/Deputy Chief Whip, Mara Autonomous District Council, Siaha.
5. All Heads of Department, Mara Autonomous District Council, Siaha.
6. Information & Publicity Officer, Mara Autonomous District Council, Siaha for wide publicity and with a request to publish the same in at least 2 (two) local newspapers in 2 (two) consecutive issues.
7. Notice Board, Mara Autonomous District Council, Siaha.
8. Guard File.

  
(DERICK SALAI SOLO)  
Under Secretary (DP&AR)  
&

Member Secretary  
Recruitment Board  
Mara Autonomous District Council

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**DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS**  
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Dated Siaha, the 11<sup>th</sup> April, 2025

**ADVERTISEMENT NO. 2/2025**

Applications are invited from eligible candidates on contract basis to the following Group 'B' (Non-Gazetted) post under School Education Department of Mara Autonomous District Council.

Sl/No	Name of Post	Number of Post	Monthly Remuneration & Pay Level
1.	Inspector of Schools	2 (Two)	₹ 21,600/- (Level-7)

The application form can be obtained from the Department of Personnel & Administrative Reforms, Mara Autonomous District Council, Siaha during office hours. Government/Mara Autonomous District Council employees will have to apply through proper channel. Applications can be submitted to the Department of Personnel & Administrative Reforms, Mara Autonomous District Council with ₹ 100/- (*Rupees One Hundred*) only as application fee from 15.04.2025 to 15.05.2025 during office hours.

**Educational and other qualifications:**

1. **Educational Qualification:** Bachelor's Degree with B.Ed from a recognised University.
2. **Age Limit:** A candidate must not be less than 18 years and not more than 35 years of age on the last date fixed for receipt of applications:

Provided that the upper age limit may be relaxed by 5 (five) years in the case of candidates belonging to Scheduled Tribe.

For age proof document, High School Leaving Certificate (HSLC) which clearly shows the candidate's date of birth shall be accepted.

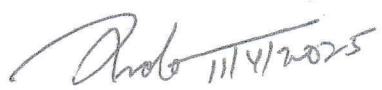
3. **Mara Language Proficiency:** A candidate must possess a working knowledge of Mara Language at least Elementary School standard.

4. **Computer Proficiency**: A candidate must possess a basic knowledge of Computer Application equivalent to Course on Computer Concepts (CCC) of National Institute of Electronics and Information Technology (NIELIT) or Diploma in Computer Application/Certificate in Computer Application from institutions recognised by Mizoram State Council of Technical Education or such other courses of the level as determined by the Executive Committee of the Mara Autonomous District Council from time to time.
5. **Permanent Resident**: A candidate must be a permanent resident of the Mara Autonomous District by birth or descent.

Sd/- K. Vanlalliana  
Executive Secretary  
&  
Chairman  
Recruitment Board  
Mara Autonomous District Council

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(DERICK SALAI SOLO)  
Under Secretary (DP&AR)  
&  
Member Secretary  
Recruitment Board  
Mara Autonomous District Council

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MARA AUTONOMOUS DISTRICT COUNCIL  
DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS

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Dated Siaha, the 11<sup>th</sup> April, 2025

**ADVERTISEMENT NO. 3/2025**

Applications are invited from eligible candidates on contract basis to the following Group 'B' (Non-Gazetted) post under District Library, Art & Culture Department of Mara Autonomous District Council.

Sl/No	Name of Post	Number of Post	Monthly Remuneration & Pay Level
1.	Librarian	1 (one)	₹ 21,600/- (Level-7)

The application form can be obtained from the Department of Personnel & Administrative Reforms, Mara Autonomous District Council, Siaha during office hours. Government/Mara Autonomous District Council employees will have to apply through proper channel. Applications can be submitted to the Department of Personnel & Administrative Reforms, Mara Autonomous District Council with ₹ 100/- (*Rupees One Hundred*) only as application fee from 15.04.2025 to 15.05.2025 during office hours.

**Educational and other qualifications:**

1. **Educational Qualification:** Bachelor's Degree in Library Science (B.Lib.Sc)/Bachelor's Degree in Library and Information Science or equivalent from a recognised University.

Or

Bachelor's Degree with Diploma/Certificate in Library Science or its equivalent from a recognised University.

2. **Age Limit:** A candidate must not be less than 18 years and not more than 35 years of age on the last date fixed for receipt of applications:

Provided that the upper age limit may be relaxed by 5 (five) years in the case of candidates belonging to Scheduled Tribe.

For age proof document, High School Leaving Certificate (HSLC) which clearly shows the candidate's date of birth shall be accepted.

3. **Mara Language Proficiency**: A candidate must possess a working knowledge of Mara Language at least Elementary School standard.
4. **Computer Proficiency**: A candidate must possess a basic knowledge of Computer Application equivalent to Course on Computer Concepts (CCC) of National Institute of Electronics and Information Technology (NIELIT) or Diploma in Computer Application/Certificate in Computer Application from institutions recognised by Mizoram State Council of Technical Education or such other courses of the level as determined by the Executive Committee of the Mara Autonomous District Council from time to time.
5. **Permanent Resident**: A candidate must be a permanent resident of the Mara Autonomous District by birth or descent.

Sd/- K. Vanlalliana  
Executive Secretary

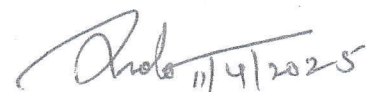
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Chairman  
Recruitment Board

Mara Autonomous District Council

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Under Secretary (DP&AR)  
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