

CENTRAL SELECTION BOARD  
BODOLAND TERRITORIAL COUNCIL  
KOKRAJHAR :: STATION ROAD::PIN:783370

ADVERTISEMENT

*Dated Kokrajhar, the 20<sup>th</sup> March, 2025*

No.CSB/BTC/18/2025/19: Online applications are hereby invited from the intending eligible candidates who are resident of Bodoland Territorial Region, Assam having registration in the Employment Exchange of the state of Assam for filling up of 420 (four hundred twenty) Nos. of newly created posts of Secretary for Village Council Development Committee (VCDC) under P&RD Department, BTC in the Pay Band and Grade Pay as per ROP, 2017 alongwith other allowances as admissible. Candidates belonging to the newly added 60 (sixty) Nos. of villages from Biswanath and Sonitpur District to Udalguri District under BTR vide Govt. (i) Notification No. E-233475/387, dated 21<sup>st</sup> Sept., 2024 and (ii) No.E-233475/303, dated 6<sup>th</sup> Nov., 2023 are also eligible to apply for the posts. The Nos. of vacant posts is likely to increase or decrease.

1. Eligibility Criteria:

Candidates must be Graduate in any discipline or equivalent qualification from a recognized University as per UGC Act. 1956 with 1 (one) year Diploma in Computer proficiency as per Govt. Notification vide No. E-293573/DFA/306977, Dated 28/08/2023.

2. Age limit :

The candidates shall not be less than 18 years or more than 40 years of age as on 1<sup>st</sup> January, 2025. The upper age limit is relaxable as per existing Government norms: The age limit of the candidates will be calculated on the basis of the School/Matriculation/HSLC Certificate/Admit Card/Birth Certificate issued by a recognized Board/Council/Schools or other Government document as applicable and notified.

3. Application Fee:

A fee of Rs.300.00 (Rupees three hundred) only alongwith additional convenience/platform fee of Rs.50.00 (Rupees fifty) only is to be paid by the candidates belonging to OBC/MOBC/General Category and Rs.200.00 (Rupees two hundred fifty) only for ST/SC candidates to be paid alongwith additional convenience/platform fee of Rs.50.00 (Rupees fifty) only through online mode (UPI, Credit/Debit card or Net Banking) only. No any other mode of application fee is accepted.

4. How to apply:

- (a) Candidates can apply through online mode only.
- (b) The interested candidates may submit application online in official website of CSB, BTC by visiting [www.centalselectionboard.com](http://www.centalselectionboard.com) w.e.f. 24/03/2025 to 07/04/2025 (upto 12.00 mid-night). All the Educational documents, certificates and ID proofs are required to be uploaded online at the time of submitting online application in PDF format only not exceeding maximum size of 1MB. Hence, it is advised to keep the scanned documents ready in softcopy form before applying online.
- (c) Candidates are required to verify their Mobile No. and e-mail ID with OTP for submission of online application process.
- (d) The date and venue of written exam & oral Interview will be notified through the official website of Central Selection Board, BTC.
- (e) Candidates may download their admit cards from the official website.

5. The candidates must upload the following documents/testimonials during online application process:

- (a) All certificates/mark sheets in support of educational qualifications.
- (b) Age proof certificate.
- (c) A permanent BTR residential certificate belonging to General category candidates from VCDC/Municipality as applicable and in case of ST/SC/OBC/MOBC Caste Certificate need to be uploaded.
- (d) The candidates belonging to newly added 60 Nos. of villages from Biswanath and Sonitpur districts to Udalguri district under BTR will have to upload any one of Aadhaar Card/Voter ID Card/Caste Certificate.

- (e) A recent passport size photograph (size: 20KB to 100KB) and signature (size: 10KB to 50KB) in .jpg/.jpeg format are required to upload by the candidates at time of submission of online application.

**6. Other conditions:**

- (a) The candidates who are already in Government service should produce "No objection Certificate" (NOC) through proper channel.  
(b) Canvassing directly or indirectly shall disqualify a candidate.  
(c) Canvassing in any form either to the Chairman or Members of the Board is barred otherwise the candidature of the applicant shall be treated as disqualification.  
(d) The relaxation of upper age limit in case of ST/SC/OBC candidates and in Govt. Service are as per Govt. rules.  
(e) The CSB, BTC reserves the right to cancel /withdraw any interview if situation so warrants.  
(f) Reservation will be as per the provision of the Sixth Schedule area.

**7. Examination / Interview:**

The eligible candidates applied for the posts as mentioned above will have to appear for a written examination and oral interview at their own expenses as and when called for.

**8. Syllabus for Written Examination.**

The eligible candidates will have to appear for a written examination of 2 hours duration containing total 100 marks (written exam=85 marks & oral interview= 15 marks) on the subjects: (i) General English, (ii) General knowledge with special Emphasis on BTR & Assam, (iii) Logical Reasoning and Aptitude and (iv) Arithmetic

Member Secretary  
Central Selection Board  
Kokrajhar, BTC

Dated Kokrajhar, the 20<sup>th</sup> March, 2025

Memo No. CSB/BTC/18/2025/19 (A),

**Copy to:**

1. The Chairman, CSB, BTC Kokrajhar for kind information.
2. All Members, CSB, BTC Kokrajhar for kind information.
3. The SSO to Hon'ble CEM, BTC, Kokrajhar for kind appraisal of HCEM.
4. The PS to Principal Secretary, BTC, Kokrajhar.
5. The Secretary, Personnel Deptt., BTC, Kokrajhar.
6. The Ex-Officio Member Deputy Secretary, CSB, BTC, Kokrajhar.
7. The Financial Advisor, BTC and CSB, Kokrajhar.
8. The MD, Quartcorp Pvt. Ltd., RNB Road, Bagansali, W/No-7 Kokrajhar for information. He is requested to upload the advertisement in the official website of CSB, BTC on or before 23<sup>rd</sup> March, 2025.
9. The Notice Board, CSB, and BTC Secretariat, BTC, Kokrajhar.

Member Secretary  
Central Selection Board  
BTC, Kokrajhar