

**GOVT. OF ASSAM
OFFICE OF THE FEE REGULATORY COMMITTEE, ASSAM
BAMUNIMAIIDAM, GUWAHATI-21**

Sl. No. FRC.08/2020/52

Date: 03rd Jan, 2026

ADVERTISEMENT

Applications are invited from the intending candidates for the below mentioned posts on Contractual basis in the Fee Regulatory Committee of Assam, Bamunimaidam, Guwahati-21.

Sl	Name of the post	Open Category	Reserved for OBC/MOBC	Reserved for SC	Reserved for ST(P)	Reserved for ST(H)	Grand Total
1	Assistant Financial Analyst	1	0	0	0	0	1

NOTE: Initial contractual period will be for 11 months from the date of joining, which will be extended on the basis of performance of the selected candidate.

1. Eligibility:

- a. Nationality: The candidate must be an Indian citizen.
- b. Age: The candidate should not be less than 21 years and more than 38 years of age on 01.01.2026.
- c. Relaxation: The upper age limit is relaxed
 - i. by 5 years for SC/ STP/ STH candidates i.e. up to 43 years.
 - ii. by 3 years for OBC/ MOBC candidates i.e. up to 41 years as per Govt. Notification No. ABP.6/2016/9 dated Dispur the 25th April, 2018.
- d. The age limit of the candidates will be calculated on the basis of the Matriculation/ HSLC Admit Card/ Certificate issued by a recognized Board/ Council, and no other document shall be accepted in lieu thereof for the purpose.
- e. Candidate must be registered in a District Employment Office of Assam.
- f. Candidates must possess the above prescribed qualification on the date of submission of their applications.

2. Required Educational Qualifications:

- a. The candidate must have Master of Commerce (M. Com) degree with minimum 50% marks and having knowledge of Tally Software.
or
CA Intermediate pass certificate with knowledge of Tally Software.
- b. Candidate must have 70% marks in 10th, 70% in 12th and 55% in graduation.

3. Remuneration: Rs 25,000 per month (Fixed) for first 11 months of contractual period.
(The remuneration will be revised after completion of every 12 months of contractual period with a lumpsum enhancement of 5% only, if re-engaged).

4. Selection Process:

- a. Based on academic marks of 10th, 12th, Graduation and Post Graduation, marks will be allotted on the scale of 1 to 10.
E.g., if any candidate has 70% marks in 10th, 75% marks in 12th, 65% marks in Graduation and 80% marks in Post Graduation, then he will be awarded 7 marks for 10th, 7.5 marks for 12th, 6.5 marks for Graduation and 8.5 marks for Post Graduation.

- b. For the candidates having work experience in relevant field (as administrative assistant/ office assistant/ computer assistant) in any Govt. or Govt. Undertaking offices, extra marks, up to maximum 5, will be awarded. Marks will be awarded as given below,

For less than 1 year of experience – 0 marks

For more than 1 year and less than 2 years of experience – 1 mark

For more than 2 years and less than 3 years of experience – 2 marks

For more than 3 years and less than 4 years of experience – 3 marks

For more than 4 years and less than 5 years of experience – 4 marks

For more than 5 years of experience – 5 marks

- c. Based on academic marks and the marks awarded for the work experience, candidates will be shortlisted for the next phases of selection process which will include,
 - i. Skill Test/ Computer Test/ English Test – 10 marks (maximum).
 - ii. Interview/ Viva-Voce – 5 marks (maximum).
- d. Date of Skill Test/ Computer Test/ English Test and Interview will be communicated through email to the shortlisted candidates only.

5. How to Apply: Please visit official website feeregulatoryassam.com.

Link for online application will be available from 5th Jan 2026 to 16th Jan 2026.

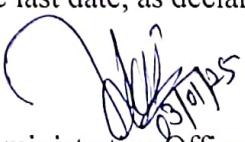
While applying for post, the candidate must ensure that he/she is eligible for the applied posts. Application with inadequate qualification for the applied post will be summarily rejected.

Candidate need not to submit the hard copies of the application. No offline application will be accepted.

6. **Application fees:** Applicant has to deposit an amount of **Rs 500** (for General category candidates) while applying online. For SC/ST category, the fees will be **Rs 350**.

Payment has to be made through online mode only. No offline payment will be accepted. Fees once paid shall not be refunded under any circumstances.

- 7. Incomplete application or applications with false data will be summarily rejected.
- 8. Application will be accepted and confirmed only after successful payment only.
- 9. Under any circumstances application will not be accepted after the last date, as declared.



Administrative Officer
Fee Regulatory Committee, Assam
Guwahati - 21