



# MEGHALAYA BASIN MANAGEMENT AGENCY (MBMA)

Regd. Address: House No. L/ A-56 Lower Nongrim Hills,

Shillong, East Khasi Hills, Meghalaya- 793003

(CIN No. U75144ML2012NPL008509)

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## ADVERTISEMENT (Walk-In Interview)

No. MBMA/CLLMP/HR/64/2018/

Dated Shillong, 21st July, 2022

The Meghalaya Basin Management Agency (MBMA) invites a "Walk-in-Interview" for the following position to be appointed on Contractual basis for a period of 1 (One) Year. Interested candidates fulfilling the eligibility criteria may attend the Walk-in at the **O/o The Deputy Commissioner, Jowai, West Jaintia Hills**. The detailed application form & advertisement are available on the MBDA's Website <https://www.mbda.gov.in>.

### 1. Position

Sl. No	Position	Desired Qualifications & Experiences	Monthly Emolument	Number of Positions	Place of Posting
1.1	Programme Associate- Finance & Accounts	<b>Desired Qualification:</b> Graduate or Post Graduate in Commerce, Accountancy or BBA or MBA in Financial Management, Accounting & Finance. <b>Desired Experience:</b> -Minimum 6 months of experience in accounts, taxation, and financial management with good knowledge in chart of accounts or accounting procedure. -Preferably with computerised accountancy or tally latest version <b>Skills:</b> -Good written and verbal communication skills. -Computer literacy with general MS package, spreadsheet, and data analysis.	Rs. 17000	2	-Jowai, West Jaintia Hills - Khliehriat, East Jaintia Hills

### 2. Date & Time for "Written Examination & Walk-in-Interview"

S.No	Date of Written Examination cum Personal Interview	Time for Registration	Position
1	29-July -22	09:00 to 10:00 AM	Programme Associate- Finance & Accounts

### 3. Documents Required: Candidate should bring along with the following documents:

- Updated Resume
- Recent Passport size photograph (1)
- Original Certificates (for verification)
- Self attested copies of educational qualifications, mark sheets, age certificate, experience certificates etc

### 4. Note: There will be a **written examination** for all the above position on the same day, i.e. **29<sup>th</sup> July, 2022**.

Sd/-  
Additional Project Director, CLLMP  
Meghalaya Basin Management Agency