

## NOTICE

### **TRAINING FOR THE 5<sup>TH</sup> BATCH ON INFORMATION TECHNOLOGY ENABLED SERVICES (I.T.E.S) AT MEGHALAYA ADMINISTRATIVE TRAINING INSTITUTE, SHILLONG TO BE CONDUCTED BY DOEACC CENTRE, GUWAHATI.**

DOEACC Centre, Guwahati, an autonomous body under the Ministry of Communications and Information Technology, Govt. of India and the Department of DONER (Development of North Eastern Region), Govt. of India in association with the Department of Information Technology will be conducting a 2(two) months training course on ITES leading to training of Call Centre Executives at Meghalaya Administrative Training Institute, Additional Secretariat Building, Shillong.

- Eligibility criteria: 10+2 passed candidates with good knowledge of English.
- Selection procedure: Admission to the Course will be on the basis of performance in the Entrance Test consisting of Aptitude Test, Group Discussion/personal Interview. **No TA/DA will be given for appearing in the test.**
- Course Fee: The candidates selected has to pay Rs. 3000/- (Rupees three thousand) only by Demand Draft/IPO drawn in favour of Under Secretary, Information Technology Department (The course fee is Rs. 12,000/- of which Rs. 9000/- is subsidy from Department of DONER).
- Application Form: Application Form are available at MATI from **23-1-06 to 31-1-06** on all working days on payment of Rs. 100/-(Rupees one hundred) only by Demand Draft/IPO drawn in favour of Under Secretary, Information Technology Department. Application Form can also be downloaded from <http://www.meghdit.nic.in> and should be accompanied by Demand Draft/IPO of Rs. 100/-
- Placement Assistance: Placement assistance/interview will be organised with reputed Call Centre/Company by DOEACC Centre, Guwahati. Some of the previous batch candidates have been placed in BPOs/Call Centres/Organizations etc.

For details contact:

Meghalaya Administrative Training Institute, Additional Secretariat Building, Shillong, Phone & Fax: 0364-2226039 or I.T. Department, Phone No: 0364-2226824

#### **IMPORTANT DATES:**

- (a) Date of issue of application form: **23.1.06 to 31.1.06**
- (b) Last date of submission of application form: **31.1.06**
- (c) Date of Entrance Test/Personal Interview: **1.2.06 at 11 A.M.**
- (d) Date of announcement of result: **1.2.06 at 1 P.M.**
- (e) Date of admission: **2.2.06 to 13.2.06**
- (f) Date of commencement of Course: **13.2.06 at 1 P.M.**

Sd/-

(M.H. Shabong)

Secretary to the Govt. of Meghalaya,  
Information Technology Department.