

OFFICE OF THE
WAQF BOARD MANIPUR
(Constituted by the Govt. of Manipur under the Central Waqf Act. 1995)
Hafiz Hatta Minuthong, Imphal East, Manipur: 795001

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NOTIFICATIONS
Imphal, the 8th March, 2024

No. 1/133/2021-WBM (T): In pursuance of Minority Affairs Department, Government of Manipur letter No. GIA-2/5/2021-MA-MA/433 dated 08.03.2024, Office of the Waqf Board, Manipur invites application from intending candidates (Meitei-Pangal) for contractual engagement for a term of 1(one) year extendable from time to time in respect of the following posts:

Sl. No.	NAME OF THE POST	NO. OF POST	ESSENTIAL QUALIFICATION
1	Inspector, M. M.	01	Any Graduate or its equivalent from recognized University.
2	Assistant Surveyor, WBM/MM	02	12 th passed or its equivalent from recognized University/Council.
3	Computer Operator, WBM	02	Computer Graduate e.g. BCA, B.Sc.(IT), B.Sc. Computer Science passed from recognized University/Institutions.
4	Legal Assistant, WBM	01	Law Graduate from a recognized University with experience of not less than 5 years and basic computer knowledge.
5	Driver, WBM	02	10 th passed/equivalent from recognized Board with minimum 3 (three) years driving experience.
6	LDC, WBM	01	Any Graduate from recognized University/Institution with basic Computer Knowledge.
7	Warden, MGH	01	Any Graduate from recognized University.
8	Peon, WBM	02	10 th passed or its equivalent from recognized Board.
9	Sweeper, MGH	02	10 th passed or its equivalent from recognized Board.
10	Chowkidar, MGH	01	10 th passed or its equivalent from recognized Board.
11	Security Guard, MGH	01	10 th passed or its equivalent from recognized Board.
12	Multi-Tasking, MM	30	10 th passed or its equivalent from recognized Board.
13	Arabic Teacher, MM	30	12 th Passed with Alim/Alima from recognized/Institute/Council/Board.
14	Urdu/Hindi Teacher, MM	30	12 th Passed with Maheer/Visharad in Urdu/Hindi from recognized/Institute/Council/Board.
15	Meitei Mayek/Manipur, MM	30	12 th Passed with knowledge of Meitei Mayek from recognized/Institute/Council/Board.
16	Primary Teacher/Under Graduate Teacher, MM	08	12 th passed or its equivalent from recognized University/Council.
	Total	144	

2. **Tentative timeline for the recruitment:**

- I. Date from which forms can be downloaded from www.waqfman.org or obtained from the Office: 11.03.2024
 - II. Date from which forms can be submitted: 11.03.2024
 - III. Last date for submission of forms: 16.03.2024
 - IV. Issue of Admit Cards: to be notified later
3. Number of posts may increase or decrease according to vacant posts available.
 4. Further, for those candidates who had applied through this office Notification No. 5/21/2013-WBM (SPQEM) dated 3rd January, 2022 for recruitment to the post of 645 numbers of Arabic,

Hindi/Urdu, Science and Social Science teacher and Notification No.1/134/2021-WBM(S) dated 3rd January 2022 for recruitment to 69 posts in the Office of the Waqf Board, Manipur which was subsequently cancelled may also apply for the above-mentioned post. For such candidates, no fees shall be charged subject to production of due receipt. The age limit shall also be counted as per 3rd January, 2022 for such candidates.

5. Candidates who had applied vide this office Notification No.1/133/2021-WBM(T) dated 3rd January 2022 regarding recruitment to 98 posts Arabic, Hindi/Urdu, Science and Social Science teacher need not apply again.
6. Candidates should possess the requisite qualifications as on the date of issue of this notification.
7. Candidates applying for the posts of teachers are not required to possess Diploma in Elementary Education (D.El.Ed) course for applying. However, they should submit an undertaking to complete the course within a period of 5 (Five) years if selected, from the date of joining.
8. Scheme, schedule and venue for the recruitment exam will be notified in due course.
9. Age limit: A candidate must have attained the age of 18 (eighteen) years and upper age limit shall be 38 (thirty eight) years as on date of notification, relaxable upto 41 years for OBC (MP) category. For persons with disabilities category, upper age limit shall be relaxable as per the existing applicable rules in effect.
10. Submission of application forms: The intending candidates shall submit the duly filled forms along with self-attested documents to the Office of the WAQF Board, Manipur during office hours from 12th March 2024 till 5:00 PM of 16th March 2024 by hand, registered or speed post. Candidates claiming reservation for OBC (MP)/PWD shall submit attested copies of certificate. Any application received after the prescribed last date shall not be entertained. Candidates who apply for different posts are required to submit separate application forms.
11. Application fee: The application fee shall be **Rs.500/- (Five Hundred)** only to be paid during the time of submission of forms. However, no fee shall be levied for PWD candidates.
12. The decision of the Competent Authority/Employer/Department as to the eligibility or otherwise of a candidate for admission to the examination shall be final. If on verification at any time before or after the exam, it is found that a candidate does not fulfill the requisite criteria, his/her candidature shall be cancelled.
13. For further information the Office of the Waqf Board may be contacted during office hours.

Sd/-
(Md. Tajuddin Shah)
Project Officer, (Admin)
Waqf Board Manipur

Copy to:

1. Chairman, Waqf Board Manipur.
2. Joint Secretary (Minority Affairs) Government of Manipur.
3. Director (Minority Affairs), Manipur.
4. Chief Executive Officer, WAQF Board, Manipur.
5. Project Officer (MM), Waqf Board Manipur.
6. The News Editor, Echel Express with request to publish the notification for 1 (one) day.
7. The News Editor, Sangai Express (English) Newspaper with request to publish the notification for 1 (one) day.
8. Relevant file.