



DHS/MHS/HR/39/2021/ (PART 1) / 1454

Date: 16.12.2023

**GOVERNMENT OF MEGHALAYA**  
**STATE NODAL AGENCY, MEGHA HEALTH INSURANCE SCHEME**  
**MEGHALAYA, SHILLONG.**  
**VACANCY NOTICE**

For the implementation of Ayushman Bharat Pradhan Mantri Jan Arogya Yojana and Megha Health Insurance Scheme in the State of Meghalaya, the Office of the State Nodal Agency, Megha Health Insurance Scheme, Meghalaya, Shillong invites eligible and interested candidates for the Walk in Recruitment for the following post on Contract Basis as per details below:

| Sl. No | Designation         | No of Positions | Eligible Qualifications & Experience                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Place of Posting      | Remuneration (in Rs) |
|--------|---------------------|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|----------------------|
| 1.     | District Accountant | 1               | <ul style="list-style-type: none"><li>• Minimum of a B. Com or a Finance &amp; Accounting Graduate.</li><li>• Minimum 02 years of experience as an Accountant in a Government Sponsored Scheme/Organization.</li><li>• Preference will be given to M. Com/MBA Finance.</li><li>• Excellent knowledge of accounting regulations and procedures, including the Generally Accepted Accounting Principles (GAAP).</li><li>• Hands-on experience with accounting software like Tally and office software packages (MS Word, Excel, PPT, etc.).</li><li>• Strong written and verbal communication.</li><li>• Strong interpersonal skills and ability to establish working relations with various teams.</li><li>• Willingness to travel for work purposes.</li></ul> | South West Garo Hills | Rs.25000/- PM        |

- a) The Written Test & Interview will be held on the 5<sup>th</sup> January 2024 in the office of the DM& HO Conference Room, South West Garo Hills, Ampati 794115.
- b) Applicants are to report between 9:45 AM to 10:15 AM for registration to be followed by the written test and interview.
- c) Candidate must enclose along with the prescribed Standard Form, a recent passport-size photograph, and self-attested copies of the following documents: Filled Application form, Updated Resume, Educational qualifications certificates, Proof of Experience or Experience Certificates, Latest salary slips or proof of salary from the current or previous organizations, Additional or technical qualifications certificates (if any), Identity Proof (PAN Card or Aadhar Card), Copy of their previous work portfolios.
- d) The Certificate/Documents in original are to be produced at the time of the Interview.
- e) No TA/DA will be paid.
- f) For further information, login into: [www.mhis.org.in](http://www.mhis.org.in) / Contact Number: 0364 – 2507477.

Sd/-  
Chief Executive Officer  
Megha Health Insurance Scheme  
Meghalaya, Shillong.