

# Evangelical Baptist Convention Church, Shillong

(Regd. No.2294 of 1977 under Societies Act XXI of 1860; FCRA Regd.No.194160016 of 1985 with Ministry of Home Affairs and I.T.PAN AAATE5460E)

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EBC Church: Dongparma, Near Power Grid,  
Lapalang, Shillong - 793 006, Meghalaya.  
Regd. No E.16/4/of 2009/145 under Societies Act 12 of  
1983, Govt. of Meghalaya.

## ADVERTISEMENT NO. 01/2024

Dated: 28/04/2024

### EBCC Shillong a Caretaker-cum-Office Assistant semding zonna

1. Nasepna min: **Caretaker-cum-Office Assistant**
2. Nasemtu mohpuakna leh nasepding
  - a. Biakin sung leh huang sung (compound), banah saptuam' van neihte hahsiang leh kepbit
  - b. Saptuam sum muhna receipts hawm, bank a sum deposit, meeting notices, minutes hawm, etc.
  - c. Saptuam toh kisai poimoh omte thanuam leh taimatak in a semding
  - d. Biakna kikhop (Biakin a program zatnate ah) sound system operator ahi ding.
  - e. Biakin compound sung a van omte TBUC/Property Incharge theihpihna leh phalna lou a kuamah tawi/puak khiak saklouh ding ahi.
  - f. Saptuam vante ahoihlou/sia a om Chiang a Property Incharge (TBUC) a theih sak pah ding ahi.
  - g. TBUC in apoimoh leh kul dungzui in a nasep ding a behlap/kiamsak/beisak theiding
3. Nasemtu Hamphatna dingte:
  - a. A sumtang in khaloh 17,000/- (Teng Sing Khat leh Sang Sagih Geih) ahi ding.
  - b. A omna dia saptuam sehsak ah, inn luahman bei in a omding a, tui athawn ahi ding.
  - c. Electric leh LPG Cylinder biakin toh kikop ahihziak in, pilvangtak a zatding ahi.
4. Nasemtu Chitna dingte:
  - a. EBC saptuam member ahi ding
  - b. Taksa upat kum 18-50 kikal mi ahi ding.
  - c. Full Communicant member, thununna nuai a omlou banah, Sawm-a-Khat (Tithe) pe mi ahi ding.
  - d. Tep-le-muam leh khamtheih chinglou/hihlou mi ahi ding.
  - e. Laisiamna lam ah class-VIII pass bek ahih ding ahi
  - f. Inkuan tawm deuh deihthusam ahi.
5. Nasep Hunsung:-
  - a. Nasemtu dia lak a ompen kum 2 (nih) sung contract a semding ahi.
  - b. Nasemtu in a nasep sunzom utlou hiam, aloutheilou thil ziaak a a nna akipan khawl a utleh, kha khat (one month) ma in TBUC a theisak ding. Huchimah bang in, saptuam in nasemtu a khawlsak nopleh, kha khat (one month) ma in a theisak ding (Hiai in thukin a huam kei ding).
  - c. Nasemtu toh kisai a lungtun louhna a om leh, TBUC in warning a pemasa dia, kibawlhoih theih thil hina pi a a kibawlhoih tuan kei leh TBUC in tua warning piak apan a sim kha khat (one month) zoh in, hihkhohlna dang ngainawnlou in a khawlsa theiding.

6. Nasemtu Lakding Dan: -

- a. EBCC Shillong member hilou mundang apan kingetna lai (applicant) a om leh, mahni local saptuam apan recommendation tawiding ahi.
- b. Sap a omte kuan leh pai man mahni kisen ding ahi (Saptuam in piaksak lou ding).
- c. Caretaker telkhiakna ding in written exam leh personal interview a om ding.

Kuapeuh lunglutna nei, a tung abang chitna nei mite'n kingetna lai (attached) zangin 30<sup>th</sup> May 2024 tan in piaklut theih ding. Email a piaklut theihna [ebccshillong@gmail.com](mailto:ebccshillong@gmail.com) ahi ding a, banah anuai a mobile number kipete tungtawn in WhatsApp in leng piaklut theih ding hi. Written test leh Personal Interview 8<sup>th</sup> June 2024, zinglam dak 11:00AM a EBCC, Shillong biakin mun ah neih ahi ding. Meghalaya pawlam apan kingetna lai pete ading in online tungtawn in written test leh personal interview conduct theihdia gel ahi.

Recruitment Board Members



(UPA H. GINTHANG)  
Convenor  
9089352414



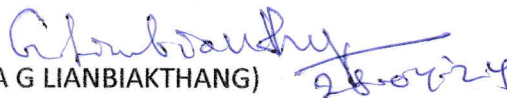
(UPA N. PAUZAKHUP)  
Member  
9436118796



(T/UPA SIAMGINSUAN NGAIHTE)  
Secretary/Member  
7005684752



(T/UPA P THANGSONLIAN)  
Member  
9612342450



(T/UPA G LIANBIAKTHANG)  
Member  
8837271090

**CARETAKER-CUM-OFFICE ASSISTANT**

**KINGETNA LAI**

1. Min: \_\_\_\_\_
2. Pa/Nu: \_\_\_\_\_
3. Date of Birth: \_\_\_\_\_
4. Omna (Address): \_\_\_\_\_
5. Educational Qualification: \_\_\_\_\_
6. Kham dinmun: -
  - a. Piangthak/Piangthak lou
  - b. Baptisma Tang/Baptisma Tanglou
  - c. Omna/Kipatna Saptuam: \_\_\_\_\_
7. Inkuan omding zah: \_\_\_\_\_
8. Behlap/Gennop dang: \_\_\_\_\_

Atung a thute keimah mimal toh kisai in adik ahi chihna in, hiai kingetna lai ka hon pia hi.

Place: \_\_\_\_\_

Suai: \_\_\_\_\_

Date: \_\_\_\_\_

Min: \_\_\_\_\_

Contact Number:

\_\_\_\_\_

**Note:**

- i. Saptuam recommendation (EBCC, Shillong pua ate ading) leh original document interview hun a tawi ding ahi.
- ii. Kingetna lai WhatsApp leh Email tungtawn a submitte'n interview hun ah hardcopy submit ding ahi.