

GOVERNMENT OF ASSAM
OFFICE OF THE PRINCIPAL CUM-CHIEF SUPERINTENDENT
LAKHIMPUR MEDICAL COLLEGE AND HOSPITAL; NORTH LAKHIMPUR
District- Lakhimpur, PIN-787051

E-mail-lmcnorthlakhimpur@gmail.com :: Website: <https://lakhimpur-mch.assam.gov.in/>

(Under Hospital Management Society, Lakhimpur)

Memo No: LMC/54/2026

Dated: 23.02.2026

WALK -IN- INTERVIEW

Online applications are invited from bonafide citizens of India for engagement to the following posts at Lakhimpur Medical College and Hospital, North Lakhimpur under Internal Performance Agreement (IPA), ASSIST Project for the period of 6 (Six) months on purely Contractual basis.

The date and time of interview along with reporting time are mentioned in the table given below.

Sl No	Name of the positions	No. of Post	Date of Interview	Time of Interview	Reporting Time
1	Data Entry Operator	1	05.03.2026	10.00 AM	9.30 AM
2	Support Staff	3	05.03.2026	10.00 AM	9.30 AM

How to Apply:

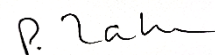
- Application Forms for the above-mentioned posts, can be downloaded from the website of Lakhimpur Medical College and Hospital (<https://lakhimpur-mch.assam.gov.in/>) and duly filled applications must be emailed to lmcnorthlakhimpur@gmail.com.
- Subject of the email should be mentioned as “**Application for the post of DEO/Support Staff Under ASSIST Project**”.
- **The Last date receipt of applications is 2nd March, 2026.**
- Incomplete applications in terms of advertisement and applications received after the closing date will be rejected.
- No applications either by postal/courier or in person will be entertained.
- **For Essential Qualification & Experience, Remuneration, and Other Details, refer to the Terms of Reference (ToR) associated with the above posts (can be downloaded from LMCH website).**

Other Conditions:

1. The selected candidates will not be entitled to any sort of claim with respect to increment in salary extension of engagement or permanent establishment at LMCH during or after the engagement period.
2. A candidate can apply for only one of the above mentioned posts.
3. NOC for employed candidates must be obtained from Competent Authority.
4. No TA/DA will be admissible for attending the interview.
5. The authority reserves the right to cancel/modify the interview without assigning any reason thereof.

Selection process:

- Preliminary shortlisted candidate list for walk-in-interview will be notified in the official website of Lakhimpur Medical College and Hospital <https://lakhimpur-mch.assam.gov.in/> after **2nd March, 2026**.
- There will be document verification followed by walk-in-interview for all the posts.
- Selection will be based on qualification, experience and interview performance.
- In case a large number of applications are received, a **screening test (MCQ-based)** may be conducted prior to the interview purely at the discretion of the undersigned.



Principal cum-Chief Superintendent
Lakhimpur Medical College and Hospital
North Lakhimpur

TERMS OF REFERENCE (ToR)

ENGAGEMENT OF CONTRACTUAL POSTS FOR LAKHIMPUR MEDICAL COLLEGE AND HOSPITAL, NORTH LAKHIMPUR under **World Bank's Assam State Secondary Healthcare initiative for Service Delivery Transformation "ASSIST" PROJECT**

The **ASSIST (Assam State Secondary Healthcare initiative for Service Delivery Transformation)** project is a World Bank-funded initiative under the Medical Education & Research Department, Government of Assam. It aims to strengthen the healthcare system by improving service delivery and institutional capacity across various levels of care in the state. The goal of the project is to enhance access to quality and affordable healthcare services, particularly for rural and underserved populations. Lakhimpur Medical College and Hospital, North Lakhimpur functions as an IPA Unit under this project.

To implement and manage the project activities effectively, Lakhimpur Medical College and Hospital, North Lakhimpur is undertaking recruitment for various contractual posts. These posts are being offered on a **purely contractual basis for a period of six (6) months**. Selected candidates will support the Hospital in executing project-specific responsibilities in co-ordination with the broader goals of the ASSIST Project.

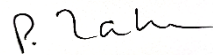
Interested eligible candidate who are citizen of India as defined under the Constitution of India and fulfil the eligibility norms of educational qualification, experience, age etc. may Walk-In accordingly along with all the original certificate/documents relating to qualification, experience, age, identity/address proof, two passport size-coloured photographs etc. and also a set of self-attested copies of the same. The required qualifications & experience, age required for the posts is mentioned below in brief:

Number of Posts	Essential Qualification & Experience	Remuneration	Duration
Data Entry Operator – 01 (One)	ELIGIBILITY CRITERIA: • Graduate in any discipline from a recognized University. • Certificate in Computer Application of 1 Year from recognised institute • Minimum 1 year experience in data entry or IT related operations • Age limit: 24-40 Years DUTIES & RESPONSIBILITIES: • Entry, compilation, and management of project-related data and records. • Preparation of reports, registers, and data backups as required. • Support the Project Office and Hospital Administration in documentation and digital data maintenance under the ASSIST project. • Any other duties assigned by the project authorities or Principal. SKILLS REQUIRED: • Proficient in MS Office (Word, Excel, PowerPoint), Data Management and Internet operations. • Good typing speed and accuracy (minimum 35 wpm) • Attention to detail and ability to meet deadlines.	₹14500/-	6 months

Support Staff - 03 (Three)	ELIGIBILITY CRITERIA: • Minimum Class-VIII Passed • Higher qualifications than Class 12 will be ineligible • Age limit: 18-40 Years JOB RESPONSIBILITIES: • Monitoring stationary needs • Photocopying • Running errands, carrying files, and assisting with dispatch and packaging. • Maintaining cleanliness, orderliness and general upkeep of the office area	₹10,000/-	6 months
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- If at any stage, the information furnished in the application or supporting documents is found to be forged/misrepresented/incomplete/false, the candidate shall be liable for cancellation and no request for reconsideration will be entertained.

Note: This document is a draft indicative Terms of Reference (ToR). The Higher Authority, LMCH retains the right to change, update, or modify the ToR at any stage during the recruitment process without prior notice.


 Principal cum-Chief Superintendent
 Lakhimpur Medical College and Hospital
 North Lakhimpur

**APPLICATION FORM WALK IN-INTERVIEW UNDER ASSIST PROJECT
LAKHIMPUR MEDICAL COLLEGE & HOSPITAL**

Affix Passport
Size self-
attested colour
photograph
here.

1. Post applied for:
2. Name in block letters:
3. Father / Guardian's Name:
4. Postal Address:
.....
.....
5. Contact Number: -.....
6. E-mail ID: -.....
7. Date of Birth:
8. Educational Qualifications: -

Name of the Examination	University/ Institute/ College/Board	Year of Passing final examination	Marks Obtained (Percentage)

9. Work Experience if any: - (Attach annexures if applicable)

Sl no.	Designation	Institute/Organization	Experience in years

I solemnly affirm that the information furnished above is true and correct in all respects to the best of my knowledge. I have not concealed any information. I undertake that any information furnished herein is found to be incorrect or false, then I shall be liable for action as per rules in force.

Date:

Signature of Candidate:

[Enclosures (self-attested scan copies):

1. Aadhar card
2. PAN card
3. All academic certificates – including marksheets & pass certificates
4. Experience certificates, if applicable
5. Any other relevant document