USER MANUAL GUIDELINES

OVERVIEW

You can submit your application form for **LDA cum Computer Operator Recruitment Examination 2024** from the MBOSE website https://recruitmentsmbose.in from **23rd September 2024 to 23th October 2024 till 23.59 hrs**.

The following sequence shall be observed while filling the online application form for exams

- Fill the **Registration Form** for Obtaining User ID and Password.
- Fill the Application Form and Upload your photograph, signature.
- Choose of your preferred exam center.
- Make payment of fees.
- Take a print out of the filled application form with Application ID printed on it.

BEFORE YOU REGISTER

Kindly follow the instructions below before you start registration:

- Check your eligibility for the exams by referring to the information bulletin on the website.
- Ensure you have a valid email ID and mobile number.
- "*" (asterisk) indicates a mandatory field. The boxes marked with this symbol are mandatory.
- Keep following information ready for filling the form:
  - Personal Details.
  - Educational Qualification Details.
  - Scanned images of your passport size photograph, signature (As per Image Upload guidelines).

➢ **Registration to get User ID and Password**

- Go to: https://recruitmentsmbose.in

- Then click on **Apply Now** tab for which you want to fill the application form & you will be directed to **Registration Form Page**.

Meghalaya Board of School Education
Knowledge for Service

🏠 Home | 🔔 Important Instructions | ₹ Fees Structure | 🔖 Method of Selection | 🔖 Eligibility Criteria | 👤 Login

Notice Board	Meghalaya Board of School Education	Contact Us
▸ Importants Instructions	Meghalaya Board of School Education (MBOSE) first started in 1973, Headquarters at Tura, to conduct Examination, frame syllabus and evaluation & certification of SSLC Examination for the first time in 1974. Read More	📍 Meghalaya Board of School Education Tura, West Garo Hills, Meghalaya-794 101
▸ Fee Structure		
▸ Method of Selection	**LDA Cum Computer Operator Recruitment Examination 2024**	✉️ Idahelpdesk24@gmail.com
▸ Eligibility Criteria	Apply Now	📞 +91-8949360745

About Us   Products and Services   Contact Us   Terms and Conditions   Privacy Policy   Refund / Cancellation Policy   Fees Details / Price details
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➢ **Registration Form Page (User Registration)**

Register A New Account

Already Signed Up? **Click here to login** Your Account

First Name *	Middle Name	Last Name
Rahul	Middle Name	Singh

Select ID Type*	AADHAR CARD/EPIC/PAN CARD*	Gender*
Aadhar Card	1478954264	⦿ Male ○ Female ○ Transgender

Email Address (will be verified using OTP)*   Retype Email Address*
rahul.singh@gmail.com   rahul.singh@gmail.com

Mobile Number (will be verified using OTP)*   Retype Mobile Number*
9829098290   9829098290

✓ I'm not a robot
reCAPTCHA
Privacy - Terms

Register

Meghalaya Board of School Education
Knowledge for Service

➢ **Mobile & Email OTP Verification**

✔ One Time Password has been sent to your registered mobile No. or email id Please Enter OTP.

Register A New Account
Already Signed Up? Click here to login Your Account

First Name *	Middle Name	Last Name
Rahul	Middle Name	Singh

Select ID Type*
Aadhar Card

AADHAR CARD/EPIC/PAN CARD*
789458547841

Gender*
◉ Male ○ Female ○ Transgender

Email Address (will be verified using OTP)*
rahul.singh@gmail.com

Retype Email Address*
rahul.singh@gmail.com

Mobile Number (will be verified using OTP)*
9829098290

Retype Mobile Number*
9829098290

Enter Mobile OTP*   Resend-OTP
4670

Enter Email OTP*   Resend-Email-OTP
5979

Password*
....

Confirm Password*
....

Submit OTP

NOTE:

▪ **Name correction, ID type, email id and mobile number are not allowed once you verifity the information.**

➢ **User Login Page (After Completion of Registration Process)**

Meghalaya Board of School Education
Knowledge for Service

➢ **User Dashboard**

🏠 Dashboard   📄 My Applications   ₹ Payment Receipt   🔑 Change Password   👤 Logout

Welcome, Rahul

Latest Openings   ∧

#	Post Name	Advertisement No.	Important Dates			Actions
			Event	**Start Date**	**End Date**	
1	LDA Cum Computer Operator Recruitment Examination 2024	Advertiesment No Date: 04/09/2024	Online Registration			Apply
			Online Payment of Examination Fee			

Archive Openings   ∨

➢ **Click on Apply Tab & Process for Application Form**

🏠 Dashboard   📄 My Applications   ₹ Payment Receipt   🔑 Change Password   👤 Logout

LDA CUM COMPUTER OPERATOR RECRUITMENT EXAMINATION 2024

Select Post to Apply *

🔘 LDA Cum Computer Operator Recruitment Examination 2024

Save & Continue

➢ Personal Details

- Applicant name correction not allowed.
- ID Type (Aadhaar No./EPIC No./Pencard No.) correction not allowed.
- Moblie Number & Email Id correction not allowed

🏠 Dashboard   📄 My Applications   ₹ Payment Receipt   🔑 Change Password   👤 Logout

LDA Cum Computer Operator Recruitment Examination 2024

✅ Personal Details ✅ Permanent Address ✅ Correspondence Address ✅ Category of Applicant ✅ Criminal Proceedings ✅ Qualification Details ✅ Other Details ✅ Declaration ✅ Upload Signature/Photo

Salutation *	First Name*	Middle Name
Mr.	Rahul	Middle Name

Last Name	Parent Type*	Father/Mother/Husband Name*
Singh	Father Name	Amar Singh

Gender*
◉ Male ○ Female ○ Transgender

Religion*	Aadhar Number *
Hindu	789458547841

Category*	Already in regular govt. service ?*	Are you RPWD*
Unreserved	○ Yes ◉ No	RPWD

RPWD's Type*	RPWD's Sub Type*	Percentage of Disability(%) *
MD-Multiple Disability	Both Low Vision and Hearing Impaired	40

Date Of Birth(DD/MM/YYYY)*	Age as on 01.01.2024*	Mobile Number*
05/10/1987	36	9829098290

Email *	Height (In CM) *	Colour of Eye *
rahul.singh@gmail.com	180	black

Visible Distinguishing Marks(If any)	Whether Married *
NO	◉ Yes ○ No

Save & Continue

Meghalaya Board of School Education
Knowledge for Service

➢ **Permanent Address**

✔ Personaldetail Saved Successfully.

LDA Cum Computer Operator Recruitment Examination 2024

☑ Personal Details ☑ Permanent Address ☑ Correspondence Address ☑ Category of Applicant ☑ Criminal Proceedings ☑ Qualification Details
☑ Other Details ☑ Declaration ☑ Upload Signature/Photo

House No./ Apartment/Plot No.	Village*	Post Office *
B15	HEEAPURA	HEEAPURA

City*	State*	District*
SHIMLA	Himachal Pradesh	SHIMLA

Pin*
854211

Save & Continue

➢ **Correspondence Address**

✔ Permanent Address Saved Successfully.

LDA Cum Computer Operator Recruitment Examination 2024

☑ Personal Details ☑ Permanent Address ☑ Correspondence Address ☑ Category of Applicant ☑ Criminal Proceedings ☑ Qualification Details
☑ Other Details ☑ Declaration ☑ Upload Signature/Photo

Same as Permanent Address*	House No./ Apartment/Plot No.	Village*
● Yes ○ No	B15	HEEAPURA

Post Office.*	City*	State*
HEEAPURA	SHIMLA	Himachal Pradesh

District*	Pin*	
SHIMLA	854211	

Save & Continue

Meghalaya Board of School Education
Knowledge for Service

➤ Category of Applicant

🏠 Dashboard   📄 My Applications   ₹ Payment Receipt   🔑 Change Password   👤 Logout

✅ Correspondense Address Saved Successfully.

LDA Cum Computer Operator Recruitment Examination 2024

☑ Personal Details   ☑ Permanent Address   ☑ Correspondence Address   ☑ Category of Applicant   ☑ Criminal Proceedings   ☑ Qualification Details
☑ Other Details   ☑ Declaration   ☑ Upload Signature/Photo

Category*

Unreserved ⌄

Are you Person with Disability (RPWD) ?*
◉ Yes ○ No

Are you a trained in or a member of the national Cadet Corps or Territorial Army ?
◉ Yes ○ No

NCC/TA Detail*

NNC

Save & Continue

➤ Criminal Proceedings

🏠 Dashboard   📄 My Applications   ₹ Payment Receipt   🔑 Change Password   👤 Logout

✅ Category Applicant Saved Successfully.

LDA Cum Computer Operator Recruitment Examination 2024

☑ Personal Details   ☑ Permanent Address   ☑ Correspondence Address   ☑ Category of Applicant   ☑ Criminal Proceedings   ☑ Qualification Details
☑ Other Details   ☑ Declaration   ☑ Upload Signature/Photo

Whether any FIR has been lodged/registered against you? *
○ Yes ◉ No

Whether any prosecution is pending in any Court of Law against you? *
○ Yes ◉ No

Whether any Chargesheet has been filed against you?*
○ Yes ◉ No

Whether you have been convicted by any court of competent jurisdiction in any offence? *
○ Yes ◉ No

Has any Court Case been filed against you? *
○ Yes ◉ No

Whether any disciplinary action has been initiated by Government/Semi-Government Organisations against you? *
○ Yes ◉ No

Save & Continue

Meghalaya Board of School Education
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➤ Qualification Details

✓ Criminal Proceedings Saved Successfully.

LDA Cum Computer Operator Recruitment Examination 2024

☑ Personal Details ☑ Permanent Address ☑ Correspondence Address ☑ Category of Applicant ☑ Criminal Proceedings ☑ **Qualification Details**
☑ Other Details ☑ Declaration ☑ Upload Signature/Photo

Matric Board *
◉ MBOSE ○ CBSE ○ ICSE ○ Other

Percentage/CGPA?*	Marks obtained in 10th Standard*	Percentage of marks in 10th Standard*
◉ Percentage ○ CGPA	452	86

Division/Class in 10th Standard*	Year of Passing *
FIRST	2002

Higher Secondary (+2) *
○ MBOSE ○ CBSE ○ ICSE ◉ Other

Percentage/CGPA?*	Board Name*	Marks obtained in 12th/ +2 Examination*
○ Percentage ◉ CGPA	BSER AJMER	430

Percentage of marks in 12th Standard*	Division/Class in 12th Standard*	Year of Passing *
75	FIRST	2004

Bechelor's Degree in Arts/Science/Commerce or its equivalent from any recognised university ? *
◉ YES ○ NO

Degree*	Name of Institution/University*	Percentage/CGPA?*
BA	URO	◉ Percentage ○ CGPA

Marks Obtained in Graduation*	Graduation Percentage*	Division in Graduation*
750	75	FIRST

Year of Passing *
2007

Do you have Post Graduate Degree *
◉ YES ○ NO

Name of Post-Graduation Degree*	Name of Post-Graduation Subject*	Percentage/CGPA?*
MBA	MARKETING	○ Percentage ◉ CGPA

CGPA Obtained in Post-Graduation	Name of Institution/University*	CGPA*
7.5	TAXILA B SCHOOL	75

Division in Post-Graduation*	Year of Passing *
FIRST	2009

Knowledge in Computer *
◉ YES ○ NO

Save & Continue

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➢ Other Details

LDA Cum Computer Operator Recruitment Examination 2024

☑ Personal Details   ☑ Permanent Address   ☑ Correspondence Address   ☑ Category of Applicant   ☑ Criminal Proceedings   ☑ Qualification Details
☑ **Other Details**   ☑ Declaration   ☑ Upload Signature/Photo

Do you possess the prescribed educational qualifications as per the advertisement ? *
● Yes   ○ NO

Choice of Examination Center at *
○ Tura   ● Shillong

Reference of two well known person *
Reference 1

Name*	Relation*	Contact*
VIKAS KUMAR	Sr. OFFICER	7854577511

Reference 2

Name*	Relation*	Contact*
POOJA	Sr. OFFICER	8521478955

Save & Continue

➢ Self Declaration

✓ Other Details Saved Successfully.

LDA Cum Computer Operator Recruitment Examination 2024

☑ Personal Details   ☑ Permanent Address   ☑ Correspondence Address   ☑ Category of Applicant   ☑ Criminal Proceedings   ☑ Qualification Details
☑ Other Details   ☑ **Declaration**   ☑ Upload Signature/Photo

I hereby declare that I have carefully read the **Advertisement** for this post and all the terms and conditions indicated therein and undertake to abide by the terms and conditions of the **Advertisement** for participating in the selection process. I fulfill all the terms and conditions mentioned in the **Advertisement** and the information provided by me herein is true and correct to the best of my knowledge. I also undertake that in case of failure to possess the qualification prescribed in the **Advertisement**, the Board will be fully competent to debar me from the selection process. I further stipulate that I have carefully read the Notification and assure that I am not barred by the provisions of the said notification. I further undertake that I shall not claim any benefit of any qualification/category that have not specifically indicated in this online application form. Further, I am aware that I will be liable for appropriate penal action, disqualification from the selection process or loss of the job in the event of selection having been made, if the information provided by me is proved to be incorrect at any stage.

● I Agree *

Save & Continue

Meghalaya Board of School Education
Knowledge for Service

➢ Upload Signature/Photo

✅ Declaration Saved Successfully.

LDA Cum Computer Operator Recruitment Examination 2024

☑ Personal Details ☑ Permanent Address ☑ Correspondence Address ☑ Category of Applicant ☑ Criminal Proceedings ☑ Qualification Details ☑ Other Details ☑ Declaration ☑ **Upload Signature/Photo**

Upload Latest Photograph (Less than 1 MB) *

Choose File | Rahul Singh.jpg
Rahul Singh.jpg

Upload Signature (Less than 1 MB) *

Choose File | Rahul Sir.jpg   Rahul Sir.jpg

Save & Continue

➢ Form Preview & Process to Payment

Photo,Signature Uploaded Successfully.

MEGHALAYA BOARD OF SCHOOL EDUCATION

LDA CUM COMPUTER OPERATOR RECRUITMENT EXAMINATION 2024

AADHAR NUMBER	CHOICE OF CENTER	
789458547841	SHILLONG	
APPLICANT NAME	FATHER NAME	
RAHUL SINGH	AMAR	
MARITAL STATUS	NATIONALITY	
YES	INDIAN	
RELIGION	GENDER	
HINDU	MALE	

CATEGORY	RPWD
UNRESERVED	PHYSICALLY CHALLENGED

ALREADY IN REGULAR GOVT. SERVICE ?
NO

PWD CATEGORY	PWD SUB CATEGORY	DISABILITY PERCENTAGE
HI-HEARING IMPAIRED	DEAF AND HARD OF HEARING WITH SUITABLE AID	40%

* PLEASE USE THE DEATILS GIVEN BELOW FOR PAYMENT :

APPLICATION ID *	PAYMENT FEE *	FULL NAME *
1000013	₹ :	RAHUL SINGH

MOBILE NUMBER *	EMAIL *
9829098290	rahul.singh@gmail.com

Home   **Pay Now**

Meghalaya Board of School Education
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➢ **Payment Gateway Process (Option For Payment)**

Please Wait While Payment Initiate

Pay ₹1

- Credit / Debit Cards >
- Internet Banking >
- UPI >
- QR >

BillDesk

➢ **My Applications (After Successful Payment Process)**

🏠 Dashboard   📄 My Applications   ₹ Payment Receipt   🔑 Change Password   👤 Logout
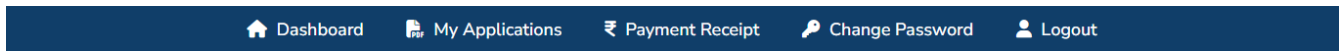
My Applications

Sno	Job Name	Application Submission Date	Status	Action
1	LDA Cum Computer Operator Recruitment Examination 2024	09-09-2024 10:12:27	Success	VIEW DETAIL

➢ **Download Payment Receipt**

🏠 Dashboard   📄 My Applications   ₹ Payment Receipt   🔑 Change Password   👤 Logout

Payment Receipt

Sno	Payee Name	Post Name	Status	Payment Update Time	Action
1	Rahul Singh	LDA Cum Computer Operator Recruitment Examination 2024	ACTIVE	22-08-2024 06:57:57	VIEW DETAIL

Contact Us

Address	Email	Phone
Meghalaya Board of School Education Tura, West Garo Hills, Meghalaya-794 101	ldahelpdesk24@gmail.com	+91-8949360745