

INSTRUCTIONS FOR APPLICANTS

Before filling up the form, you should get ready with the following materials/information

- a) Check and update your browser when page not seen properly and we prefer internet explorer & google chrome.
- b) **Photo (300X300 pixel) & Signature (300x80 pixel) jpeg format.**
- c) **Signature (300x80 pixel) jpeg format.**
- d) Applicants information like exam Batch, Roll number, Level, Post, Subject etc.
- e) Applicants passed in (NTRCA 1st exam to 7th exam) must submit information according to their passed records
- f) Applicants passed in (NTRCA 8th exam to 12th exam) will automatically be shown in the application form.

GUIDE LINE:

1. Visit at **<http://ngi.teletalk.com.bd>**
2. CLICK on **Apply Now** button to apply for related post and application software will guide you for your target location.
3. Submit related information and follow the step selecting jobs as you see suitable.
4. APPLICATION IDENTITY: After submission of application applicants see specific institute requisition details for authentication and it will be shown in each of applicants copy.
5. REMIND THAT AS PER **APPLICANT TYPE** YOU WILL BE ALLOWED POSTS FOR RECRUITMENT APPLICATION.
6. Date of Birth: Select month & year first in the calendar then select date. you see automatically a dd/mm/yyyy format inserted.
7. PERMANENT ADDRESS: (Applicants): Applicants for whom found blank must input their own home district carefully since it carries district quota.

8. Photo,signature : for every box indicates size,pixel and jpeg format. It is an opportunity that system will receive your content size and weight automatically means when it lacks exactly to be that system allows without hesitation.
9. Filling all information finally you should click save & submit .Successful submission will lead you APPLICANTS COPY and print the documents.
10. Applicants who received Application ID and must submit their application fee by SMS as it is instructed in applicants copy.

Application Fee (BDT 180) জমা দান (Teletalk prepaid mobile এর মাধ্যমে)

প্রথম SMS : NGI <Space> Application ID লিখে send করতে হবে 16222

উদাহরণ: NGI R1234 লিখে send করতে হবে 16222

ফিরতি message এ Application কৃত Post name ও PIN No দেওয়া হবে । যাহা দিয়ে দ্বিতীয় SMS করতে হবে।

দ্বিতীয় SMS : NGI <Space> YES <Space> PIN লিখে send করতে হবে. 16222

উদাহরণ: NGI YES R12345678 লিখে send করতে হবে 16222

সফলভাবে টাকা জমা হলে একটি Confirmation SMS candidate এর মোবাইলে প্রেরণ করা হবে।

*** অনলাইনে আবেদনপত্র সকল অংশ পূরণ করে Submit করা হলেও Application Fee জমা না দেওয়া পর্যন্ত online application কোন অবস্থাতেই গৃহীত হবে না ।

**11. For any inconvenience, please call to 0155555143/
01551021912/ 0155555171
(9:00 am-5:00 pm) for technical support.**

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