



GOVERNMENT OF MEGHALAYA
MEGHALAYA ADMINISTRATIVE TRAINING INSTITUTE
MAWDIANGDIANG, OPPOSITE: NEIAH
SHILLONG-793018



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No. PAR/MATI/12356/2025/NF/36

Dated: Shillong, the 23rd January, 2026

ADVERTISEMENT
(Walk-in-Interview)

The Meghalaya Administrative Training Institute (MATI) invites a “Walk-in-Interview” of the following positions on contractual basis for a period on **1 (one) year**. Indian citizens who are interested and fulfilling the eligibility criteria may attend the Walk-in at the MATI, Mawdiangdiang, Shillong – 793018. The application form may be downloaded from the MATI’s website <https://www.mati.gov.in>

1. Position, Qualifications, Experiences etc.:

Sl. No.	Position	Essential Qualifications & Experiences	Total Monthly Emoluments	No. of Vacancy
1.	Lead Instructional Designer (Curriculum Design and Instructional Design)	Qualifications: <ul style="list-style-type: none"> • Master’s degree in Education, Instructional Design or related field. Desirable: <ul style="list-style-type: none"> • Minimum 10 years of experience in curriculum design and instructional design for e-learning projects. • Proven experience in creating competency-based learning modules of various domain, particularly in government or public sector environments. Experience Required: <ul style="list-style-type: none"> • Hands-on experience with e-learning platforms and Learning Management Systems (LMS). • Expertise in modern instructional design frameworks like ADDIE, SAM or similar. • Proficient in learning theories, pedagogical strategies and experience with adult learning principles. 	₹. 50,000 /-	1
2.	Learning Designer	Qualifications: <ul style="list-style-type: none"> • Bachelor’s degree in Education Technology, Instructional Design or related field. Desirable: <ul style="list-style-type: none"> • Minimum 5 years of experience in designing and developing digital learning experiences. Experience Required: <ul style="list-style-type: none"> • Expertise in user experience (UX) design for e-learning platforms. 	₹. 40,000 /-	1

Sl. No.	Position	Essential Qualifications & Experiences	Total Monthly Emoluments	No. of Vacancy
		<ul style="list-style-type: none"> Familiarity with tools like Articulate Storyline, Adobe Captivate or similar. Knowledge of competency-based learning design. 		

2. **Date of Interview:** 5th February, 2026

3. **Time for Registration:** 10.00 a.m.

4. Documents Required:

Candidates should bring along the following documents:

- Duly filled application form (to be downloaded from <https://mati.gov.in/>)
- Updated Resume.
- 1 colour recent passport size photograph.
- Original marksheets, certificates and testimonials for verification.
- Self-attested copies of education qualifications, marksheets, age certificates, experience certificates, etc.

5. **Upper Age Limit:** As per Government of Meghalaya norms. Age will be calculated with reference to 01.01.2026 and should have attained the age of 18 years to 32 years. Upper age limit is relaxable by 5 years for SC/ST. No age bar in respect of regular Government employee who entered Government service within the prescribed age limit.

6. General Information:

- Candidates are advised to clearly indicate their contact number and e-mail address to facilitate faster communication.
- The MATI reserves the right to call for any additional documentary evidence in support of educational qualification and experience of the applicant.
- The MATI reserves the right to extend the closing date for receipt of applications. Also, the MATI reserves the right to fill or not to fill any or all the positions advertised or cancel recruitment procedure at any stage without assigning any reason thereof.
- No TA/ DA shall be paid for attending the interview.
- Canvassing of any kind will render to disqualification.


Dr. Twinkle S.R. Marak, MCS.,
Joint Director,
 Meghalaya Administrative Training Institute,
 Mawdiangdiang, Shillong.



GOVERNMENT OF MEGHALAYA
MEGHALAYA ADMINISTRATIVE TRAINING INSTITUTE
Mawdiangdiang, Shillong – 793018

PRESCRIBED APPLICATION FORM

Paste a recent
passport size
photograph

1. a.) Advertisement No. & Date : _____

b.) Name of the post being applied for: _____

2. Personal Details:

a.) Full name of the candidate (in block letters) : _____

b.) Date of Birth (DD/MM/YYYY): _____ and Age as on 01.01.2026: _____

c.) Gender (Male/ Female) : _____

d.) Marital Status : _____

3. Pre-requisite qualifications for the post (starting from the highest degree obtained):

Examination Passed	Duration of the course		Name of the College/ University	Grade/ Division	% of marks obtained
	From:	To:			

4. Any other qualification (additional courses or diploma courses, trainings attended, etc.):

Name of the Course/ Training	Name of the Institution	Duration of the course:		Grade/ Division
		From:	To:	

5. Employment Record (starting from the current employment):

Name of the Employer/ Organisation	Duration/ Period of Employment		Designation	Nature of Work	Salary	Reason(s) for leaving
	From:	To:				

a.) Total years of experience : _____

b.) Relevant years of experience for the position applied : _____

6. Any other relevant information for the post being applied:

7. Language Proficiency:

a.) Read : _____

b.) Write : _____

c.) Speak : _____

8. Permanent Address:

9. Address for Communication:

10. Contact details:

a.) E-mail ID : _____

b.) Mobile Number : _____

c.) Telephone Number : _____

11. All supporting documents should be enclosed for Sl. No. 2, 3, 4 & 5 mentioned above.

Declaration:

I hereby that the information furnished above is true to the best of my knowledge. I understand that if any information is found to be false/ misleading, I may be liable to be disqualified from the recruitment process.

Dated:

Place:

(Signature of the Candidate)