



GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER:::SONITPUR:::TEZPUR.
(R. Kg BRANCH)

No. SRK- 562/2022/ 850

Dated :Tezpur, the 21st September, 2022

ADVERTISEMENT

In pursuance of the approval accorded by the Govt. of Assam, Revenue & DM Department, Dispur, Guwahati-06 vide letter No. RLR.51/2021/15, dated the 18th June 2022, applications are hereby invited from the eligible candidates who are citizen of India as defined in Article 5 & 8 of the constitution of India domiciled in the State of Assam for filling up 18 (Eighteen) numbers of sanctioned vacant post of Lot Mandal (Gr-III) under the amalgamated establishment of the Deputy Commissioner, Sonitpur, Tezpur in the Pay Band of Rs. 14,000/- to Rs. 60,500/- PM and Grade Pay Rs. 6,200/- PM with other allowances as admissible under the rules.

Category wise reservation of vacancies as per 100 point roster

Sl. No.	Name of post	Total vacancies	Category wise distribution													
			Un reserved		OBC/ MOBC		SC		ST(P)		ST(H)		EWS		PWD	
			Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW
1	Mandal (Gr-III)	18	-	-	01	-	-	-	05	02	05	02	06	02	01	-

Eligibility Criteria :

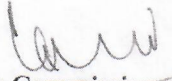
- Age :** Candidates must not be less than 18 years of age and not more than 40 years of age as on 1st January, 2022. The upper age limit is relaxable by 3 years in case of candidates of OBC/MOBC, 5 years in case of candidates of SC & ST and 10 years for PWD candidates as per Govt. Office Memorandum No.ABP.6/2016/51, dtd. 02/09/2020.
- Educational Qualification:**
 - The candidate must have passed HSLC examination or equivalent examination.
 - The candidate must possess a valid 6(six) months RCCC training passed certificate from Assam Surveys & Settlement Training Centre, Dakhingaon, Guwahati.
 - The candidates having a minimum 6(six) months diploma/certificate in computer proficiency from a Govt. recognized institute may be given preference.
- Application Fee :** There is no application fee for the aforesaid posts as per Govt. of Assam, Finance(Esstt.-A) Department, Dispur, Guwahati-06 Notification No.FEG.32/2016/12, dtd 21/05/2018.
- How to apply:** The application should be submitted in the standard Form as published in the Assam Gazette in Part-IX in a sealed envelope addressed to the Deputy Commissioner, Sonitpur, Tezpur and should be submitted in the RKG Branch, office of the Deputy Commissioner, Sonitpur, Tezpur. Application should be sent either through post or to be delivered by hand in the drop box kept for the purpose in the RKG Branch, Office of the Deputy Commissioner, Sonitpur, Tezpur. Post applied for shall be superscripted on the sealed envelope.
- Last date of submission of application is fixed on **21/10/2022 (up to 05:00 PM)**. Applications received after last date will not be accepted. Any postal delay after the last date of receipt of application will not be accepted.
- Candidates already in the Govt. service may apply through proper channel.



Deputy Commissioner
Sonitpur, Tezpur

[Contd. Page No. 2/-]

7. The applicants must submit the following documents/testimonials along with standard application form.
 - (a) Self attested copies of all Certificates / Mark Sheets in support of educational qualifications, **6 (Six) months Recorders' Certificate Class Course (RCCC)** training passed certificate and other required qualifications. Age proof Certificate, EWS Certificate, PWD Certificate, Caste Certificate (if applicable), valid Employment Exchange Registration Certificate and Declaration in Form "A" under Rule 5(I) of the Assam Public Service(Application of small Family Norms in Direct Recruitment) Rules, 2019.
 - (b) 3 (three) copies of self attested recent coloured Passport size Photographs (one of which should be pasted on the application form).
 - (c) The applicants are required to enclose a self addressed envelope affixing postal stamp of Rs. 5/- along with the applications.
 - (d) The applicant shall furnish their Mobile No., Whats App No. and mail ID (if any) on the application form for smooth communication and information relating to the conduct of examination.
8. **Procedure of Selection:** The Candidates whose applications are accepted as per eligibility criteria shall have to appear in a Written Test. The successful candidates from the Written test for the post of Lot Mandal will have to appear in a Computer Test .
9. All applicants are requested to visit the Sonitpur District Administration Website sonitpur.gov.in for viewing the list of eligible candidates to be appeared in written test and also for the date of written test, result of written test.
10. No TA/DA will be admissible to the candidates.
11. All appointment will be made only after submission of notarised affidavit by the selected candidates in lieu of police verification report as per O.M. No. ABP.78/2021/01 dtd. 18/11/2021.
12. Candidature of candidates is provisional and the selection committee has the right to accept or reject the candidature of any candidate at any stage of recruitment after proper scrutiny of the educational and other relevant documents.
13. The selected candidates for appointment shall have to give an undertaking that they will abide by New Pension Scheme Rule of Govt. of Assam .
14. Canvassing directly or indirectly will be liable for disqualification.


Deputy Commissioner
Sonitpur, Tezpur.


Dated : Tezpur, the 21st September, 2022

Memo No. SRK- 562/2022/ 850-A

Copy to :

- 1) The Commissioner & Secretary to the Govt. of Assam, Revenue & DM (LR) Department, Dispur, Guwahati-06 for favour of kind information. This has a reference of the approval vide Govt. letter No. RLR.51/2021/15, dtd the 18th June, 2022.
- 2) The Commissioner, North Assam Division, Tezpur for favour of kind information.
- 3) The Director of Land Records and Surveys etc. Assam, Rupnagar, Guwahati-32 for favour of kind information
- 4) The Director of Information and Public Relation Officer, Guwahati for information and necessary action.
- 5) All Deputy Commissioners of Assam for information and necessary action.
- 6) All Addl. Deputy Commissioner, Sonitpur, Tezpur for information and necessary action.
- 7) All Circle Officers of Sonitpur District for information and necessary action.
- 8) All Branch Officer, DC's Office, Sonitpur, Tezpur for information and necessary action.
- 9) The DIO, NIC, Sonitpur District Unit for information and necessary action. He is requested to upload the advertisement in the Sonitpur District Administration Website.
- 10) The District Information and Public Relation Officer, Sonitpur, Tezpur. She is requested to publish the Advertisement in 2 (two) leading Assamese and 1(one) English daily and also in the District Face book Page for wide publicity.
- 11) The Employment officer, District Employment Exchange, Sonitpur for information and necessary action.
- 12) The Revenue Sheristadar, DC's Office, Sonitpur, Tezpur for information and necessary action.
- 13) The Administrative Officer, DC's Office, Sonitpur, Tezpur for information and necessary action.
- 14) Notice Board, DC's office, Sonitpur, Tezpur.




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