



GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER :: CHARAIDEO
SONARI

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No.CRKG.5/2019/

Dated, Sonari the 2nd Jan, 2023

ADVERTISEMENT

In pursuance of approval accorded by the Govt. of Assam, Revenue & D.M. (LR) Department, Dispur vide ECF No.230984/17 dated 23/11/2022, online applications are hereby invited through the official website of <https://niyukti.assam.gov.in/lmcharaideo> from intending eligible candidates who are Citizen of India as defined in Articles 5 & 8 of the Constitutions of India and ordinarily resident of Assam for filling up of **16 (Sixteen)** numbers of sanctioned vacant posts of Lot Mandal (Grade-III) under the amalgamated establishment of Deputy Commissioner, Charaideo as per category-wise reservation under the Govt. norms of 100 Roster point in the **Pay Band of Rs.14,000/- to Rs.60,500/- Grade Pay of Rs.6,200/-** plus other allowances as admissible under Assam Service (ROP) Rule 2017 (as amended). The details are shown below.

Category-wise reservation of vacancies as per 100 Roster Point:

Name of Post	No. of Vacancy	Category-Wise distribution												PwD
		Unreserved		OBC/MOBC		SC		ST(P)		ST(H)		EWS		
		Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	Total	RFW	
Lot Mondol (Grade-III)	16	06	02	03	01	01	00	01	01	01	00	03	01	01 (Blindness and Low Vision)

ELIGIBILITY CRITERIA:

- Age:** The candidates should not be less than 18 years of age and not more than 40 years of age as on **1st January 2023**. The upper age limit is relaxed by:
 - 3 years for OBC/MOBC candidates.
 - 5 years for SC/ST(P)/ST(H) candidates.
 - Persons with disabilities (PwD) candidates by 10 years as per Govt. O.M. No.ABP.6/2016/51 dated 02/09/2020.
 - The age limit of the candidates will be calculated on the basis of the matriculation/HSLC Admit card/Certificate issued by a recognized Board/Council and no other document shall be accepted in lieu of the mentioned documents.
- Nationality:** Candidate must be a Citizen of India, ordinary residence of Assam.
- Educational Qualification:**
 - The minimum educational qualification of the candidate shall be HSLC or equivalent examination from any Central or State recognised Boards.
 - The candidates must possess a valid 6 (six) months "**Recorders Certificate Class Course (RCCC) Training**" passed certificate from the Assam Surveys & Settlement Training Centre, Dakhingao, Guwahati.

iii. Candidates must possess a minimum 6 (six) months Diploma/Certificate in Computer proficiency (both English & Assamese) from a Govt. recognised institute. He/she must have good working knowledge of office productivity software tools of any operating system.

4. **Application Fee:** There is no application fee for the aforesaid posts as per Govt. Notification No.FEG.32/2016/12 dated 21/05/2018 of Finance (Estt.-A) Department, Dispur, Guwahati - 06.

5. **How to apply:**


- i. Candidates are required to apply online (only) through the link <https://niyukti.assam.gov.in/lmcharaideo> with effect from **04/01/2023** to **22/01/2023**. No application will be filled up after expiry of the given time as the link will be disabled. No email or offline or other form for submission of application is allowed. Candidates should mention a valid **Mobile Number** and **Email** address in the application form.
- ii. Before applying online, candidates are advised to carefully go through the instructions provided in the above website.
- iii. Applicants must upload the original clear scanned copies of the following documents/testimonials along with the application:
 - a) **Age proof certificate.**
 - b) **Pass certificate and Mark sheet of HSLC or equivalent Examination onwards.**
 - c) **Up-to-date Employment Exchange Registration Certificate.**
 - d) **Caste Certificate (if applicable)**
 - e) **EWS Certificate (if applicable)**
 - f) **Minimum Six (6) months Diploma/Certificate in Computer Proficiency.**
 - g) **“Recorders Certificate Class Course (RCCC) Training” Certificate.**
 - h) **Declaration in Form “A” under rule 5(1) of the Assam Public Service (Application of Small Family Norms in Direct Recruitment) Rules, 2019.**
 - i) **Disability Certificate in case of PwD category candidates issued by competent authority.**
 - j) **Passport Size Colour Photograph with white background.**
 - k) **Candidates already in service must upload No Objection Certificate (NOC) from the HOD of the parent Department.**

6. **SELECTION PROCEDURE**

The candidates, whose applications are accepted as per eligibility criteria will be required to appear in an Objective Type Written Test (**100 marks**) and Computer Proficiency (Practical) Test (**25 marks**). The duration of the Written Test will be **2 (two)** hours.

Sl. No.	Paper	Subject	Total Marks
1.	Theory	Survey & Settlement Matter	100
		General Knowledge	
		General English	
		General Mathematics	
2.	Practical	Computer Proficiency Test in both English & Assamese	25
Total			125

- i. Three candidates will be selected against each vacancy notified on the basis of the aggregate marks obtained in the Written Test to appear in the Computer Proficiency (Practical) Test. No TA/DA will be admissible for appearing in Written/Practical Test.
- ii. The final selection list will be prepared on the basis of aggregate marks obtained in both the Objective Type Written Test and Computer Proficiency (Practical) Test. The selection will be strictly on merit basis.
- iii. The undersigned will have the right to accept or reject the candidature after proper scrutiny of the documents/testimonials etc. with regard to the modalities of selection. The decision of the undersigned shall be final and binding.
- iv. The selected candidates will have to submit an undertaking to the appointing authority that they will abide by New Pension Rules of the Govt. issued vide Finance Department Letter No. BW-3/2003/Pt-II/01 dated 25/01/2005.
- v. Candidates not having requisite qualification and age will be summarily rejected.
- vi. Appointment will be made after necessary police verification and medical examination as per procedure.
- vii. The candidates qualifying in the written test must produce all original testimonials for verification at the time of Computer Practical Test.
- viii. Eligible candidates can download Call Letter/Admits Cards in the website <https://niyukti.assam.gov.in/lmcharaideo> for Written Test and Computer Practical Test and candidates will also be notified through district website <https://charaideo.assam.gov.in>. They are required to visit these sites for regular updates.
- ix. There will be no Viva-Voce.
- x. The undersigned reserves the right to cancel the advertisement, alter any terms and conditions of the advertisement at any stage assigning any reason thereof.
- xi. **CANVASSING DIRECTLY OR INDIRECTLY SHALL DISQUALIFY A CANDIDATE.**
- xii. **NO MANUAL APPLICATION FORM WILL BE ACCEPTED.**


 Deputy Commissioner
 Charaideo
 Deputy Commissioner
 Dated, Sonari the 2nd Jan, 2023

Memo No. CRKG.5/2019/33-41

Copy to:

1. The Commissioner & Secretary to the Govt. of Assam, Revenue & D.M. (LR) Department, Dispur, Guwahati-6 for favour of kind information.
2. The Commissioner, UAD, Jorhat for favour of kind information.
3. The DLR&S etc., Assam, Rupnagar, Guwahati-32 for favour of kind information.
4. All Circle Officers, Charaideo for publicity and to hang the advertisement in their Office Notice Board.
5. The DIPRO, Charaideo for wide publicity immediately.
6. The DIO, NIC, Charaideo to upload the advertisement in the District website.
7. Office Notice Board.


 Deputy Commissioner
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