

GOVT. OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER:::CACHAR::: SILCHAR
(RKG BRANCH)

No. CRK 11/2021/34

Dated Silchar the 27th October, 2021.

ADVERTISEMENT

In pursuance of letter No. DS.187/Mission Basundhara/Vol-I/2021/11 dated 25.09.2021 from the Director of Land Records and Surveys etc., Assam, Rupnagar, Guwahati-32, applications are hereby invited in the Standard Forms from the intending candidates who are citizen of India and Permanent Resident of Assam for temporary engagement as Data Entry Operator in the 05 (five) Revenue Circle Offices under the amalgamated establishment of Office of the Deputy Commissioner, Cachar, Silchar on a monthly remuneration of Rs. 13,048.00 (Rupees thirteen thousand forty eight) only.

(A). No. of Data Entry Operator:

02 (two) Nos. per Revenue Circle Offices. Total = 10 (ten) Nos.

(B). Qualification Criteria :

Minimum H.S.S.L.C. passed with 06 (six) months Diploma in Computer Application with proficiency in MS-Office.

(C). The candidate should have completed 21 years as on 01st January, 2021 and shall not be more than 40 years on that day.

(D). Period of engagement :

The engagement will be for a period of 7 (seven) months only on purely temporary basis and does not assure any extension of service.

(E). Remuneration :

Rs. 13,048.00 (Rupees thirteen thousand forty eight) only per month.

(F). Venue and last date of submission of applications:

The application should reach the Registered Kanungo Branch of Office of the Deputy Commissioner, Cachar, Silchar on or before 03rd November, 2021 by 5-00 P.M. from the date of publication of the advertisement. No application will be received after expiry of the last date. The candidates whose applications are found to be in order are to be appeared in the interview. No TA/DA shall be borne by the Govt. for the purpose.

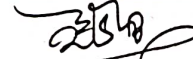
The candidates must apply in the Standard Form and the applications should address to " THE DEPUTY COMMISSIONER, CACHAR, SILCHAR" RKG Branch, along with copies of all testimonials and 03 (three) copies of recent passport size photographs with self attestation in an envelope of size 25 CM x 11 CM.

The engagement is purely temporary and no candidate can claim for permanent absorption or acquire a right for regular employment in government service.

(G). Venue and Date of interview: Deputy Commissioner's Office, Cachar, Silchar. Date: 9th November, 2021 from 10-00 A.M. onwards.

(H). Preference will be given to candidates having prior experience of working as Data Entry Operator in Govt. establishments especially in either Circle Office, D.C. Office, Cachar, Silchar, Election Office or as NRC Operator with proficiency in English and Bengali Typing etc.

Eligible applicants list will be published on District Website of www.cachar.gov.in on 8th November, 2021.


Deputy Commissioner,
Cachar, Silchar
27/10/21

Memo No. CRK 11/2021/34 A

Dated Silchar the 27th October, 2021.

Copy to :-

- 1). The Director of Land Records and Surveys etc., Assam, Rupnagar, Guwahati-32, for favour of information.
- 2). The Joint Secretary to the Govt. of Assam, Revenue and D.M. Department, Dispur, Guwahati-06, for favour of information.
- 3). The Sub-Divisional Officer (Civil), Lakhimpur.
- 4). All Circle Officers of Cachar district.
- 5). The Deputy Director of Information and Public Relations, Barak Valley Zone, Cachar, Silchar. He is requested to make necessary arrangement for publication of the above advertisement in all local dailies of Barak Valley as a news item and after publication a copy of paper clipping of above advertisement may please be submitted to this end.
- 6). The District Employment Exchange Officer, Cachar, Silchar for wide publicity of the advertisement.
- 7). The D.I.O., NIC, Cachar, Silchar, for information and necessary action. He is requested to upload the advertisement in the Cachar District Administration Web site.
- 8). Notice Board of Deputy Commissioner's Office, Cachar, Silchar.


Deputy Commissioner,
Cachar, Silchar
27/10/21