



सत्यमेव जयते

GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER:..... NALBARI
03624-220496(O); 220469/220371(F)
E-mail: dc-nalbari@nic.in

ADVERTISEMENT

District Disaster Management Authority, Nalbari invites application from eligible candidates for contractual engagement against 1(one) vacant post of Field Officer (Disaster Management) under District Disaster Management Authority, District Commissioner's Office, Nalbari.

- 1.Post title : Field Officer (Disaster Management) for Revenue Circle
- 2.Vacancy : 1 (One)
- 3.Essential qualification

- Bachelor degree in Science or with Statistics, Geography, Environmental Science or Geology as a subject or diploma in Civil Engineering or Architecture from a recognized university/institution.
- Age should not be below 21years and above 35 years as on the 1st day of January 2024, relaxable in case of SC/ST candidates as per rules.
- Computer skills specially MS words/Excel/Power point/Internet usage/Emails. Candidates should possess one year diploma in Computer Application from Govt. Authorized Institutions (Preference will be given to candidates having done BCA or equivalent course on Computer Science).

4.Duration of the contract

- The contract will be for a period of one year only. However initial contract will be upto 31/03/2024 and further extension will be based on the performance as well as decision of the competent authority.
- The appointment will be purely on contract basis and the party would not be entitled to any claim, right, interests or further benefits in terms of regularization or consideration of further appointment to the said post or any other post.

5.Remuneration :

- An amount of Rs 20000/ (Twenty thousand) will be paid as fixed remuneration per month.

6.Interview will be for 100 marks with the following break-up

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| • Marks obtained in Graduation/Diploma level exam | : | 50 marks. |
| • Knowledge of DM related issues | : | 20 marks |
| • Knowledge of computer | : | 20 marks. |
| • Attitude & Personality traits | : | 10 marks |

Interested candidates are requested to submit their application in standard form along with Bio-data & all necessary documents (self attested) i.e. mark sheets and certificates from HSLC onward, age certificate, computer knowledge certificate etc . at Disaster Management Branch , Office of the District Commissioner , Barama Road , Nalbari ,Assam ,PIN: 781335. The candidates have to convert the CGPA/ OGPA or other grade point mentioned in their original mark sheet into equivalent percentage in the bio data and the biodata should also contain the valid phone number of the applicant. No TA/DA shall be given to the candidates for appearing in the interview.

Last date for submission of Application is on 19th February 2024 (5 PM) . Only short listed eligible candidates will be invited for the interview. The list of short listed candidates and interview date will be displayed through Nalbari district website (www. nalbari.assam.gov.in) and office notice board of the District Commissioner's Office, Nalbari after 19th February 2024. No other separate call letter will be issued.

I/157056/2024

Signed by

Varnali Deka
District Commissioner & Chairman,
DDMA, Nalbari

Date: 29-01-2024 17:51:06

Copy to:

1. The Principal Secretary to the Govt. of Assam, Revenue & Disaster Management & CEO ASDMA , Dispur, Guwahati – 6 for his kind information.
2. The Deputy Secretary & SPC , ASDMA, Ancillary Block, Assam Secretariat, Dispur, Guwahati – 6 for his kind information.
3. The DIPRO, Nalbari. She is requested to take necessary arrangement to publish it as news item in local dailies, one in English and one in Assamese.
4. The DIO, NIC, Nalbari .He is requested to upload the advertisement and TOR in the district website.
5. The District Employment Officer, Nalbari. He is requested to put the Advertisement in the office Notice Board.
6. Circle Officers of Nalbari district. They are requested to display the advertisement on their notice board.
7. Notice Board ,DC Office , Nalbari

District Commissioner & Chairman
DDMA Nalbari