



অসম চৰকাৰ

GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER :..... NALBARI
(LAND RECORDS BRANCH)
03624-220496 (O)/220218 (R) -220469/220371 (F)
E-mail : dc-nalbari@nic.in

ADVERTISEMENT

In pursuance of DLR, Assam Letter Vide No.DLR-11014/33/2023-SRV/5 dtd.14/12/2023, a walk-in-interview will be held on 19/01/2024 from 11.00 A.M. onwards in the O/O the District Commissioner, Nalbari for selection and engagement of 7 (seven) nos. of GIS Assistants under Nalbari District.

Intending candidates are invited to appear in the walk-in-interview along with original documents supporting required eligibility criteria.

Eligibility Criteria for GIS Assistant

| Sl No | Criteria | Details |
|-------|------------------------|--|
| 1 | Name of the Post | GIS Assistant |
| 2 | No of vacancy | 7 (seven) Nos. (one in each Revenue Circle) |
| 3 | Duration of engagement | Upto 31 st March, 2024 subject to extension by Govt. |
| 4 | Place of Work | Respective Revenue Circles |
| 5 | Job Responsibilities | <ul style="list-style-type: none"> Digitization of geospatial data of cadastral and non-cadastral villages. Perform quality assurance checks on GIS data to ensure accuracy and completeness. Preparation of GIS related reports, presentation and data visualizations. Stay up-to-date with GIS industry trends and best practices to enhance the organisation's GIS Capabilities. Provide GIS related technical support to team members and end-users. Contribute to the documentation of GIS Processes and Procedures. Drone photo/HRSI interpretation etc. |
| 6 | Age | Above 21 years and not more than 45 years as on 01/12/2023 |
| 7 | Required Qualification | <p><u>Essential qualification</u></p> <ul style="list-style-type: none"> Bachelor's degree in Geography/Geology/Mathematics/Geo-informatics/ Physics/Computer Science or a related field with certificate/ diploma in GIS and Remote Sensing or in Geo-informatics <p>OR</p> <ul style="list-style-type: none"> M. Tech/M.Sc. in GIS & Remote Sensing/Geo-informatics. M.C.A./M.A./M.Sc. in Geography/Geology/ Mathematics/ Environmental Science with Geo-informatics as one of the subjects or certificate or diploma in GIS/ Remote sensing or Geo-informatics. <p><u>Desirable qualification</u></p> <ul style="list-style-type: none"> Proficiency in GIS software such as ArcGIS, QGIS, Global Mapper or other industry standard applications. Familiarity with spatial data formats (e.g. Shape files, GeoJSON, KML) and coordinate systems. |

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|----|-----------------------------------|--|
| | | <ul style="list-style-type: none"> • Knowledge of geospatial analysis, image processing techniques, data collection through drone survey and tools for development of geospatial data. • Effective communication and teamwork skills. • Ability to work independently and prioritise tasks effectively. • Prior experience in a GIS related role or internship is preferred but not mandatory. |
| 8 | Experience | Preference will be given to candidates with relevant work experience of minimum 02 years. Preference will be given to RCCC trained candidates having requisite educational qualifications with command over GIS. |
| 9 | Skills | Proficiency in Arc Desktop, ArcPro, AutoCAD, Global Mapper, Proficiency in MS Word, Excel, Powerpoint, Google Docs/Spreadsheet and Fluency in Assamese, Hindi and English is required. |
| 10 | Remuneration | Rs.25,000/- per month (Fixed) |
| 11 | Documents needed in the interview | <ul style="list-style-type: none"> • Detailed curriculum Vitae • Photo Identity and Address proof • Original educational certificates (HSLC onwards) for verification. • Work experience certificates • Photocopies of all the certificates, marksheets experience certificates etc. to be submitted in the interview. |
| 12 | Place of interview | O/O the District Commissioner, Nalbari. |
| 13 | Terms and conditions | <ul style="list-style-type: none"> • No TA/DA and Official Accommodation will be provided for appearing in the interview. • The offer is purely contractual and co-terminus with the end of the projects/requirement with no provision of regularisation. • The Director/District Commissioner reserves right to cancel/postpone the interview without assigning any reason thereof. |

Signed by

Asst. District Commissioner,

Nalbari

Date: 11-01-2024 12:43:07

Memo NO. LR.23/226/2023-RKG-NLB

Copy to:-

Dated

1. The Director of Land Records and Surveys etc, Assam, Rupnagar, Guwahati-32 for favour of kind information.
2. The Circle Officers viz Nalbari/Paschim Nalbari/Ghograpar/ Barkhetri/ Barbhag/ Tihu/ Banekuchi Revenue Circle for information and necessary action.
3. The DIPRO, Nalbari for information and necessary action. She is requested to make wide publicity through FLS, Social Media and to publish the advertisement in two nos of leading daily news papers (English and Assamese).
4. The DIO, NIC, Nalbari for information and necessary action. He is requested to upload the advertisement in District website.
5. PA to DC for kind appraisal of the District Commissioner, Nalbari.
6. Notice Board, DC's Office, Nalbari/ All Circle Office/ Municipal Boards under Nalbari District.

(e-signed)

Addl. District Commissioner,