

অসম চৰকাৰ



GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER
KAMRUP METROPOLITAN DISTRICT::GUWAHATI
(PERSONNEL BRANCH)

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In pursuance of the approval accorded by the Govt. of Assam, Revenue & DM Department, Dispur, Guwahati-06 vide Ecf no. 244478/21, dtd. 23.11.2022 and Ecf no. 244478/22, dtd. 23.11.2022, 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 posts of Lot Mandal (Grade-III) under the amalgamated establishment of the Deputy Commissioner, Kamrup Metropolitan District in the Pay Band of Rs. 14,000/- to Rs. 60,500/- and Grade pay Rs. 6,200/- per month with other allowances as admissible under the existing rules.

Category wise reservation of vacancies is shown below:

Sl. No	Name of Post	Total Vacancy	UR	OBC/ MOBC	SC	ST(P)	ST(H)	EWS	PWD
1.	Lot Mandal	18	4	6	Nil	3	3	1	1

Reservation for women : 30% (of all categories as per existing rules)

Reservation for Ex-serviceman : 2% (of all categories as per existing rules)

Eligibility Criteria:

- Age:** Candidates must not be less than 18 years and not more than 40 years of age as on 1st January, 2023. The upper age relaxation for SC & ST candidate is upto 45 years and OBC/MOBC candidates is upto 43 years as per Govt. Office Memorandum no. ABP.06/2016/51, dtd. 02.09.2020.
- Educational Qualification:**
 - The candidate must have passed the HSLC examination or equivalent examination.
 - The candidate must possess a valid 6 (six) months RCCC training passed certificate issued from the Assam Surveys & Settlement Training Centre, Dakhingaon, Guwahati.
 - The candidate having a minimum 6 (six) months diploma/ certificate in Computer Proficiency from a recognized Institute may be given preference.
- Application fee:** There is no application fees for the aforesaid posts as per Govt. of Assam, Finance (Esstt.-A) Department, Dispur, Guwahati-06 Notification no. FEG.32/2016/12, dated 21.05.2018.
- 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, Kamrup Metropolitan District. Application should be sent by post or to be delivered by hand in the drop box kept for the purpose in the Office of the Deputy Commissioner, Kamrup Metropolitan District, Hengrabari, Guwahati-36. Post applied for should be superscribed on the sealed envelope.
- Last date of submission of application is fixed on 22/09/2023 Incomplete applications and applications received after the last date by hand/ by post will not be accepted.
- Candidates already in Govt. service may apply through proper channel.
- The applicants must submit the following documents/ testimonials alongwith Standard Application form.
 - Self attested copies of all Certificates/ Mark Sheets in support of educational qualifications, 6 (six) months RCCC training passed certificate and other required qualifications, Age Proof Certificate, Caste Certificate (if applicable), and Valid Employment Exchange Registration Certificate.
 - 3 (three) copies of Self Attested Recent Coloured Passport Size Photographs (one of which should be pasted on the Application Form).
 - The applicant shall furnish their Mobile Number, Whatsapp number and Mail ID (if any) on the Application Form for smooth communication of information relating to the conduct of examination.

8. Procedure of Selection: Candidates of all categories will have to appear in Written Test. Successful candidates from the Written Test for the post of Lot Mandal will have to appear in Hands on Computer test, date of which will be informed to the candidates after declaration of the result of the Written Test.
9. All Applicants are requested to visit the Kamrup Metropolitan District Administration Website kamrupmetro.assam.gov.in for viewing the list of eligible candidates to be appeared in Written Test and also for the date of Written test and result of Written Test.
10. No. TA/DA will be borne by the Govt. at the time of Written Test/ Computer Test.
11. All Appointment will be made after police verification as per procedure.
12. The Selection Committee already constituted to select the candidates for the aforesaid posts and has right to accept/reject the candidature after proper scrutiny of documents/ testimonials, etc. with regards to the modalities of selection. The decision of the Selection committee shall be final and binding.
13. The selected candidate will have to submit an undertaking to Appointing Authority that he/ she will abide by the New Pension Scheme of the Government issued vide Finance Department Letter no. BW.3/03/Part-1/1, dated 25.01.2005.
14. Canvassing directly or indirectly will be liable for disqualification.

Deputy Commissioner
Kamrup Metropolitan District
Guwahati
Date: 16/03/2023

Memo no. KPE. 07/2021/ 100

Copy to:

1. The Commissioner & Secretary to the Govt. of Assam, Revenue & DM (LR) Department, Dispur, Guwahati-06.
2. The Commissioner, Lower Assam Division, Panbazar, Guwahati-01 for kind information.
3. The Director of Land Records & Surveys, etc. Assam, Guwahati-32 for kind information.
4. All Deputy Commissioners/ SDO(C) of Assam for information.
5. All Officers, Kamrup Metropolitan District, Guwahati.
6. The Settlement Officer, Kamrup Metropolitan District.
7. The District Information and Public Relation Officer, Guwahati with a request to publish the same in two daily newspapers, both Assamese and English.
8. The District Employment Officers, Kamrup Metropolitan District for information and necessary action.
9. The DIO, NIC, DC's Office, Kamrup Metropolitan District with a request to upload the Advertisement in the District Administration Website.
10. Notice Board.
11. Office File.

P. Lalav 14.3.23
Deputy Commissioner
Kamrup Metropolitan District
Guwahati