



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

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No.KPE.04/2007/

Date:... .. /04/2022

ADVERTISEMENT

In pursuance of Govt. Letter No. GAG(B).186/2018/168, dated 28th March, 2022, applications are invited in prescribed format for the post of “**Administrative Officer**” in the amalgamated establishment of the Deputy Commissioner, Kamrup Metropolitan District, Guwahati in the Pay Band- Rs 22,000-97,000, Grade Pay- Rs 11,500/- per month plus other allowances as admissible as per the provisions of the Assam Services (ROP) Rules, 2017 and under “The Assam Ministerial District Establishment Service Rules, 1967” as amended.

The candidate must have served at least 15 (fifteen) years in any of the Deputy Commissioners’ establishment in Assam and experience in different branches in General and Establishment branch in particular and have possessed a Graduate Degree in any discipline from a recognized University in India.

Applications stating age, educational qualification, present and permanent address and experience in different branches supported by attested copies of certificate, a copy of recent passport size photograph along with Annual Confidential Reports of last 5 (five) consecutive years should reach the undersigned within 15 (fifteen) days from the date of publishing.

Application should be submitted through proper channel with service particulars to the Deputy Commissioner, Kamrup Metropolitan District. Selection will be done by Government in General Administration Department as per the Assam Ministerial District Establishment Service Rules, 1967 and the Assam Ministerial District Establishment Service (Amendment) Rules, 1999.

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Deputy Commissioner
Kamrup Metropolitan District
Guwahati

Memo No. KPE.04/2007/254

Date: 04/05/22

Copy for favour of information and necessary action to:

1. The Commissioner & Secretary to the Govt. of Assam, General Administration (B) Department, Guwahati-6.
2. The Commissioner & Secretary to the Govt. of Assam, Finance (EC-II) Department, Guwahati-6.
3. The Accountant General (A&E), Assam, Maidamgaon, Guwahati-29.
4. The Commissioner, Lower Assam Division, Guwahati-01.
5. The Director, Information and Public Relations Assam, Dispur, Guwahati-06.
6. All Deputy Commissioners/Sub-Divisional Officers(C) of Assam.
7. All Circle Officers/BDOs of Kamrup Metropolitan District for information.
8. The Deputy Director, O/o the Deputy Director of Employment, Kamrup Metropolitan District, Guwahati, Assam for display of the advertisement in his/her Office Notice Board.
9. The DIO, NIC, O/o the Deputy Commissioner, Kamrup Metropolitan District. He is requested to publish the advertisement through website accordingly.
10. The DIPRO, O/o the Deputy Commissioner, Kamrup Metropolitan District is requested to take necessary steps to get the advertisement published in three esteemed daily newspapers both Assamese and English for wide publicity.
11. Notice Board, Deputy Commissioner’s Office, Kamrup Metropolitan District.
12. Order Book