



GOVT. OF ASSAM

OFFICE OF THE DISTRICT COMMISSIONER :: GOLAGHAT

(DISTRICT DISASTER MANAGEMENT AUTHORITY)

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No. DM/25/2024-DDM-GLT/2

ADVERTISEMENT FOR THE POST OF FIELD OFFICER (DISASTER MANAGEMENT)

The District Disaster Management Authority, Golaghat invites application from eligible candidates for contractual engagement against the vacant post of Field Officer (DM) in the Office of the Circle Officer, Morongi Revenue Circle under Golaghat District as shown below:

Sl. No.	Post Title	Name of Circle Office	No. Of Post
1.	Field Officer(Disaster Management)	Morongi Revenue Circle	1 No.

1. Essential qualification:-

- Bachelor's 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.
- The candidates should not be less than 21 years 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 Word/Excel/ Power Point/Internet usage/Emails. Preference will be given to candidates having done BCA or equivalent course on Computer Science.

2. Duration of Contract:-

- The Contract will initially be for a period of one year subject to renewal on the basis of performance as well as decision of the competent authority.
- The Appointment will be purely on contract basis and the Field Officers would not be entitled to any claim, right, interests or further benefits in terms of regulation or consideration of further appointment to the said post or any other post. Only the Tribunals & Civil Courts in Guwahati will have the exclusive jurisdiction in respect of matters pertaining to contractual agreement between the Authority and the party.

3. Duty Station:- He/She will be stationed in the Revenue Circle Office and will work under the direct control of District Project Officer and supervision of the Circle Officer who will be the Reporting Officer in respect of performance appraisal. The Addl. District Commissioner & CEO (DDMA) shall be the authority to sanction leave.

4. Remuneration:- An amount of Rs. 20,000/-will be paid as fixed monthly remuneration.

5. Practical test/Interview:-

- 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 & Certificates from HSLC onwards, age certificate, computer certificate, caste certificate, PRC/Resident proof, employment exchange certificate etc at the District Disaster Management Authority, Golaghat on working days within **22nd February, 2024** (upto 5 PM) in the O/o District Commissioner, Golaghat, 785621, Assam. 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.

The last date of submission of application is 22nd February, 2024 (upto 5 PM) and only shortlisted eligible candidates will be invited for the computer proficiency test and interview at Office of the District Commissioner, Golaghat. The list of shortlisted candidates for the computer proficiency test and date of interview will be displayed through Golaghat district website (<https://golaghat.assam.gov.in>) and office notice board of the District Commissioner's Office, Golaghat after 22nd February, 2024. No other separate call letter will be issued.

N.B. No TA/DA will be provided to the candidates appearing in the interview.

Sd/-

District Commissioner cum Chairman,
DDMA, Golaghat