



GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER, GOLAGHAT

ADVERTISEMENT

In pursuance of notification no. IT.206830/3 dated 20th October, 2023 of the Information Technology Department, Government of Assam, the District Commissioner cum Chairperson, District e-Governance Society (DeGS), Golaghat invites applications from the eligible Indian citizen and permanent resident of Assam for the following posts under the DeGS, Golaghat on contractual basis initially for a period of 11 (eleven) months.

| Sl. No. | Name of the Post | No. of post | Monthly fixed remuneration |
|---------|---|-------------|----------------------------|
| 1. | District Project Manager (DPM) | 1 (one) | Rs. 22,000.00 |
| 2. | District Technical Support Staff (DTSS) | 2 (two) | Rs. 14,000.00 |

The details of qualification requirement, age requirement, selection procedure, application process are placed at **Annexure-I.**

District Commissioner, Golaghat
cum
Chairperson, DeGS, Golaghat

Copy to:

1. The Joint Secretary to the Government of Assam, Information Technology Department for kind information.
2. The Director, Directorate of Information Technology, Electronics and Communication for kind information.
3. The DIPRO, Golaghat for wide publicity of the advertisement through atleast 3(three) nos of local newspapers.
4. The Admin, e-Prastuti, Golaghat for uploading of this advertisement at the District Website (<https://golaghat.assam.gov.in/>)

e-signed
District Commissioner, Golaghat
cum
Chairperson, DeGS, Golaghat

Annexure-I**A. Academic Qualification & Experience**

| <u>Sl.No</u> | <u>Name of the Post</u> | <u>Min academic Qualification</u> | <u>Work Experience</u> |
|---------------------|--------------------------------|---|---|
| 1 | DPM | Graduate in any discipline with working knowledge of computers. (Graduation in IT will be given preference) | Min. 2 (two) years of project management in IT field. Experience of working in Govt. IT project and similar position will be preferred. |
| 2 | DTSS | 10+2 with diploma in IT | Min. 1 (one) year of experience in IT field and similar position will be preferred |

B. Age Requirement

1. The maximum age for applying for the post of DPM & DTSS shall be 41 years as on 1st January, 2023.
2. This age limit shall be relaxed for the applicant who has been serving for similar position under that or any other District Administration, by numbers of years served upto a maximum of 8 years Duration of Assignment

C. Duration of Assignment

The initial contract of DPM & DTSS shall be for 11(eleven) months. The duration of contract may be extended for next term based on satisfactory performance & good conduct evaluated on 10th of every on-going contract period.

D. Work location:

1. Primary work location for DPM is at DC office Golaghat and to look after IT related work across the district of Golaghat.
2. The DTSS shall be required to provide technical support at Sub district offices and circle offices or as required by DeGS, Golaghat.

E. Selection Procedure:

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1. A written exam consist of 50 marks will be conducted by DeGS followed by personal interview for both DPM and DTSS post separately.
2. The personal interview shall be of total of 50 Marks and the final selection of the candidate shall be done based on the summation of the marks obtained in written exam and the personal interview (out of 100).
3. For the candidates who has been serving in similar position under any District Administration across the state, 2 (two) marks shall be awarded for each year service offered upto maximum 16 marks in the personal interview for a maximum experience period of 8 years.

F. How to Apply

1. Interested candidates are required to submit application form as per the format placed at the bottom of this annexure along with self-attested copies of minimum educational qualification, experience and any other document related to diploma in IT.
2. The application form along with the requisite documents may be submitted in the drop box at the **District Manager (DITEC) chamber in the O/o the District Commissioner, Golaghat** on or before 4:00 PM, 28th December, 2023. Candidates are requested to submit separate application form, if anyone wishes to apply for both of the posts.
3. The date of written exam and personal interview will be notified later on and will be published in the notice board of District Commissioner, Office and the district administration website <https://golaghat.assam.gov.in/>

I/141180/2023

Application Form for the Post of DPM & DTSS under DeGS, Golaghat

Name of the Post Applied: DPM / DTSS

| | | | | | |
|-------------------------------|-----------------------------------|--------|----------------|---------------------|-----|
| Personal Profile | | | | Passport Size Photo | |
| Name of the Candidate | | | | | |
| Mother's Name | | | | | |
| Father's Name | | | | | |
| Date of Birth (DD/MM/YYYY) | | | | | |
| Mobile No. | | E-Mail | | | |
| Address | Village/Ward No/House No. etc. | | | | |
| | Post Office | | Police Station | | |
| | District | | State | | PIN |

| Educational Profile | | | |
|---------------------------------|----------------------------|----------------------|-------------------------------------|
| Educational Qualification | Board/University/Institute | Percentage/CGPA | Year of Passing |
| 10th/HSLC | | | |
| 12th/HS | | | |
| Graduation | | | |
| Other Qualification/ Diploma | | | |
| Work Experience | | | |
| Name of the Organization | Designation | Key Responsibilities | Duration (Start Date & End Date) |
| | | | |
| | | | |
| | | | |

Declaration: I, hereby declare that the above information is true to the best of my knowledge. If any discrepancy is found, my candidature to the applied position may be forfeited anytime.

Date:

Place:

Signature of the Candidate