



GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER ::: SIVASAGAR
(PERSONNEL BRANCH)

No. SVPP.26/2019/42

Dated Sivasagar the 28th August/2019

ADVERTISEMENT

In pursuance of Govt. Letter No. GAG(B) .234/2014/105 dated 20/07/2019, applications are invited from the citizen of India domiciled in the State of Assam in Standard Form of Application as published in Assam Gazette in Part-IX as defined in Articles 5 to 8 of the Constitution of India for recruitment of vacant Posts of Gd-IV under the Amalgamated Establishment of Deputy Commissioner, Sivasagar in the Pay Bands & Grade Pay with other allowances as admissible under Rule. The details are as shown below:

Sl. No.	Name of Post	No. of Post	Reservation category	Scale of Pay
1.	Process Server	2 Nos.	EWS=1 no. ST(H)=1 no.	Pay Band-I = 12000-37500, Gd.Pay-4400/-
2	Peon	1 No.	ST(H)- 1 No.	PB-I = 12000-37500, Gd.Pay-3900/-

Imp: ST(H) reservation shall be extended to ST(H) candidates with caste certificate issued by competent district authority stating that the candidate belongs to ST(H) residing in plains area as per Govt. norms.

Reservation for Women Candidate – 1 No. of Process Server Post is reserved for women candidate.

Age limit not less than 18 years and more than 43 years as on 01.01.2019. The upper age limit is relaxable by 5 years for ST candidates.

Educational Qualification: The applicants must read up to class VIII .

Candidates already in Government service should apply through proper channel.

Submission of application – Application in Standard Form together with self-attested copies of all testimonials such as Certificate of Educational Qualification, Age proof Certificate, Caste Certificate, Income and Asset Certificate in Annexure-I shall have to be produced by the candidates identified as Economically Weaker Section (EWS), valid Employment Exchange card etc. may be submitted or delivered in the Office of the Deputy Commissioner, Sivasagar during the office hours on working days. The candidates must write name of the post applied for on the envelope “Application for the post of Process Server/ Peon”. Candidates shall have to submit 3(three) copies of recent passport size photograph with name of applicant and address of the applicant written on the rear side and 1 (one) of which will have to be pasted (not stapled) on appropriate position of the Application form.

Issue of call letter: Call letter will be issued to the candidates individually as well as it can be downloaded from the district website- <https://sivasagar.gov.in>

Last date of application: 24/09/2019, 05:00 P.M. The application sent either by the post or submitted by hand shall have to reach the office of the undersigned within the last date. Any application received after the last date, incomplete and incorrect applications shall be summarily rejected.

Selection procedure: Candidates, whose applications are accepted as per eligibility criteria will be required to appear in a Written Examination. The written examination will be of 100 marks for 3 Hrs (Three Hours) duration and the selection will be strictly on merit basis.



The Syllabus of Written Examination:

1. General Knowledge = 50 marks
2. General English = 10 marks
3. Language Skill in Assamese = 40 marks

Date and Venue of written examination: The date and venue of written examination will be intimated in the call letter and also will be notified through the District website <https://sivasagar.gov.in>

Note:

- No application fee shall be paid by the candidates
- No TA/DA will be admissible to the candidates.
- Canvassing directly or indirectly shall disqualify the candidature.

Sd/-
Deputy Commissioner
Sivasagar

Memo No. SVPP.26/2019/42-A-

Dated Sivasagar the 28th August/2019

Copy for information and necessary action:

1. The Chief Secretary to the Govt. of Assam, Dispur, Guwahati.
2. The Commissioner & Secretary to the Govt. of Assam, General Administration (B) Department, Dispur, Guwahati-6.
3. The Commissioner, Upper Assam Division, Jorhat.
4. All Deputy Commissioners of Assam.
- ✓ 5. The DIO, NIC, DC's Office, Sivasagar. He is requested to upload the advertisement at the district website.
6. The D.I.P.R.O., Sivasagar for wide publicity.
7. The Assistant Director of Employment Exchange, Sivasagar along with copies of duly filled up format as per provision of Compulsory Notification of Vacancies Act for information and necessary action.
8. Notice Board, DC's Office, Sivasagar.

Deputy Commissioner
Sivasagar

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28/8/19