



**GOVERNMENT OF ASSAM**  
**OFFICE OF THE DEPUTY COMMISSIONER, MAJULI**  
**MAJULI:: ASSAM**

☎03775-274424

No.MRE.17/2018/3/

E-mail ID- [dcmajuli@gmail.com](mailto:dcmajuli@gmail.com)

Dated Majuli the 04<sup>th</sup> February, 2020

**ADVERTISEMENT**

Applications are hereby invited online through <http://niyog.assam.gov.in/majuli> from citizen of India as defined in Articles- 5 & 8 of the Constitution of India for filling up 2 (two) nos. of posts of Junior Assistant (Grade-III) in the Office of the Deputy Commissioner, Majuli. This is in pursuance of Govt. letter No. GAG(B).303/2016/133-134, dated 1<sup>st</sup> February, 2020 issued by the Joint Secretary to the Govt. of Assam, General Administrative Department, Assam. The pay band and grade pay with other allowances as admissible under Rule are shown below-

Sl. No.	Name of the post	No. of posts	Reservation category	Pay band
1	Junior Assistant	2 Nos.	1 (one) OBC, 1 (one) UR	Rs.14,000/- to 60,500/- Grade pay Rs.6200/-

**1. Terms and conditions-**

- a. Age- Candidate must not be less than 18 years of age and not more than 44 years of age on 01.01.2020. The upper age limit is relaxable for SC & ST candidates as per the existing norms enumerated vide Govt. OM No.ABP.06/2016/4 dated 03/03/2016.

**2. Educational qualification-**

- a. The minimum educational qualification of the candidate shall be a graduate in Arts/Science/Commerce from a recognized state/central university or a degree equivalent there through and recognized by the State Central Govt.
- b. Candidate must have proficiency in basic computer applications like MS Windows, Linux, MAC, EXCEL, PowerPoint, DTP (English and Assamese) and the internet processing etc.
- c. Candidate must possess a minimum 6 months diploma in Computer Application from an institute recognized by State/Central Government.

**3. Applicants must upload the following documents/testimonials along with the application-**

- Photograph of recent passport size photograph
- Specimen Signature
- Admit card/Passed certificate & Mark sheet of HSLC examination
- Certificate/Mark Sheet of Graduation
- Computer proficiency certificate
- Caste certificate (If applicable)
- Employment Exchange Registration Certificate
- Experience certificate (If any).

4. Candidates already in Government Service should apply through the proper channel.

5. Candidates whose application are accepted as per eligibility criteria will be required to appear in a written examination and computer test. Selection will be strictly on merit basis.

**6. Incomplete applications will be rejected.**

7. The selection committee shall have the right to accept or reject the candidature after proper scrutiny of the documents/testimonials etc. with regards to the modalities of selections. The decision of the selection committee shall be final and binding. The selected candidates will have to submit an undertaking to the appointing authority that they will abide by the new pension rules of Government issued vide Finance Department order No. BW.03/2003/PT/1; Date: 25/01/2005.

8. The appointment will be made after necessary Police verification, document verification and Medical examination as per the procedure.

9. Appointment will be made in accordance with the provision of AFRBM Act 2005 under section 7 (f).

10. The candidates qualifying in the written test must produce all original testimonials for verification at the time of computer proficiency test.

11. Admit Card/call letters for written test and computer proficiency test will be sent/intimated to eligible candidates through e-mail/SMS & also will be notified through the website (<http://niyog.assam.gov.in/majuli>). All applicants are to mandatorily give their email and a working mobile no. for such communications. The candidates can download their admit cards from the website <http://niyog.assam.gov.in/majuli>.

12.

<b>Date of commencement of application</b>	<b>05/02/2020</b>
<b>Last date of application</b>	<b>19/02/2020</b>

13. **Subjects for written examination-**

Sl. No.	Subject	Marks
1	General English (75 marks), General Knowledge (50 marks), quantitative aptitude (25 marks)	150
2	Knowledge of computer (Theory)	50
3	Language skills in Assamese	50
4	Computer Proficiency Test (Practical)	50

14. Four candidates shall be selected against each vacancy notified on the basis of the aggregate marks obtained in the objective type written test to appear in the Computer Proficiency Test (Practical).
15. Final selection will be done on the basis of merit. (Aggregate marks obtained in the written test + computer proficiency test).
16. No TA DA will be admissible for appearing in the written test and computer proficiency test.
17. There will be no viva voce interview.
18. Canvassing in any form will lead to disqualification of the candidate.

Sd/-  
Deputy Commissioner  
Majuli

Dated Majuli the 4<sup>th</sup> February, 2020

Memo No.MRE.17/2018/3/  
Copy to:

1. The Principal Account General (A & E), Assam, Maidamgaon, Beltola, Guwahati-6 for favour of kind information.
2. The Commissioner & Secretary to the Govt. of Assam, General Administration (B) Department, Dispur, Guwahati- 6 for favour of kind information .
3. The Commissioner, Upper Assam Division, Jorhat for favour of kind information.
4. The State Informatics Officer, NIC, Assam State Unit , Dispur , Guwahati-06 for information.
5. All Deputy Commissioner/ Sub- Divisional Officer (C) for information.
6. The District Information and Public Relation Officer, Majuli for information. He is requested to publish the advertisement in 2 nos. renowned and working newspapers of the State.
7. The District Informatics Officer (I/C), NIC, Majuli. He is requested to upload the advertisement in the District Website [www.majuli.gov.in](http://www.majuli.gov.in).
8. The Assistant Employment Officer, Majuli for compulsory Notification of the Advertisement in compliance with order of Hon'ble Supreme Court of India.
9. Office file.
10. Office Notice Board.

Deputy Commissioner  
Majuli