



GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER :::::::::::HAILAKANDI
(R. Kgo Branch)

ADVERTISEMENT

In pursuance of approval of the Govt. vide ECF. No. 60966/107 dated 03-11-2022 received from the Under Secretary to the Govt. of Assam, Revenue & DM (LR) Department, Dispur, online applications are hereby invited through the official website https://niyukti.assam.gov.in/patwary_hailakandi from the eligible candidates who are Citizen of India as defined in Article 5 & 6 of the Constitution of India, domiciled in the State of Assam for filling up of 12(Twelve) numbers of vacant sanctioned posts of Mondal/Patwari (Grade-III) as mentioned below under the amalgamated establishment of Deputy Commissioner, Hailakandi in the revised Pay Band (PB-2) Rs.14,000/- to Rs. 60,500/- + Grade Pay Rs. 6,200/- PM plus other allowances as admissible under Rules.

Name of post to be filled up	Total No. of posts	Category-wise No. of posts to be filled up as per post based roster register		Pay band	Remarks
		Category	No. of posts		
1	2	3	4	5	6
Mandal /Patwari	12(Twelve)	UR	04	Pay Band (PB-2) Rs. 14,000/- to Rs. 60,500/- + Grade Pay Rs. 6,200/- PM plus other allowances as admissible under Rules.	Reservation for women candidates equivalent to 33% applicable for all categories of vacant posts
		UR (PWD)	01		
		UR (EWS)	01		
		OBC/MOBC	02		
		ST(P)	02		
		ST(H)	02		
		Total	12		


Eligibility Criteria

- Age :-** Candidates must not be less than 18 (eighteen) years & not more than 40(forty) years of age as on 01-01-2023. The upper age relaxation for Scheduled Caste & Scheduled Tribe candidates is up to 45 years and for OBC / MOBC candidates is up to 43 years and up to 50(fifty) years for PWD candidates as per Govt. Memorandum No. ABP.6/2016/51 dated 02-09-2020.
- Educational Qualification:-**
 - The candidate must have passed the HSLC Examination or equivalent examination from any Central or State recognized Boards.
 - The candidate must possess a valid 06(Six) month "Recorder Certificate Class Course (RCCC) Training" certificate from the Assam Surveys & Settlement Training Centre, Dakhingaon, Guwahati.
 - The candidate must possess 06 (six) months diploma certificate in computer proficiency from a Govt. recognized institute.
- Application Fee :-** There is no application fee for the aforesaid posts as per Govt. Notification FEG.32/2016/12 dated 21-05-2018 of Finance (Estt.-A) Department, Dispur, Guwahati-6.
- The absorption Additional Mandal/Patwari engaged in Settlement / Re-Settlement operation shall be guided in terms of Govt. OM No. RLR.92/95/Pt-I/104 dated 23-09-2013.
- How to apply :-** The application must be submitted online through https://niyukti.assam.gov.in/patwary_hailakandi with effect from **01-03-2023** to 13-03-2023 (up to 05 PM). No application will be filled up after expiry of the given time as the link will be disabled. No other forms of application will be entertained.

Candidates will required to upload scanned copies of all original testimonials such as Educational Qualification Certificate, RCCC (Recorder Certificate Class Course) Training passed Certificate, Age proof Certificate, Caste Certificate Disability Certificate in case of PWD category candidates issued by competent authority & EWS Certificate (if applicable), Valid Employment Exchange Registration Certificate, Declaration in Form "A" under Rule 5(I) of the Assam Public Service (Application of Small Family Norms in Direct Recruitment) Rules, 2010, good quality of photograph with white background. The candidates already in Service must upload scanned copy of No Objection Certificate (NOC) from the parent Department.

6. Selection Procedure

- a) The candidates whose applications are accepted as per eligibility criteria shall have to appear in a Written Test. The Written Test will be on 100 Marks on Knowledge of Surveys & Settlement, Quantitative Aptitude, Bengali & General English. The duration of Written Test will be 2 (two) hours.
 - b) The shortlisted candidates through Written Test will have to appear in a Computer Proficiency Test of 50(fifty) marks. The shortlisted candidates should appear for the Computer Proficiency Test with all original testimonials.
 - c) The final list shall be prepared on the basis of marks obtained in both Written Test and Computer Proficiency Test. The selection will be strictly on merit basis.
7. All applicants are requested to visit the official website of Hailakandi District Administration www.hailakandi.assam.gov.in for viewing all references related to the recruitment.
 8. The Call letters/Admit Card will be notified through district website which can be downloaded from 18th March/2023.
 9. Candidature of candidates is provisional and the Selection Committee has the right to accept or reject the candidature of any candidates at any stage of recruitment procedure after proper scrutiny of educational and other relevant documents.
 10. The decision of the Selection Committee shall be final.
 11. All appointment will be made only after submission of Noterised Affidavit by Selected candidates in lieu of Police verification report as per O.M No. APB. 78/2021/01 dated 18-11-2021.
 12. The selected candidates for appointment shall have to submit an undertaking that they will abide by new Pension Rules of Government issued vide Finance (Budget) Department's vide No. BW.3/2003/Pt-II dated 25-01-2005.
 13. No T.A/D.A will be admissible to the candidates for appearing in Written Test / Computer Proficiency Test.
 14. If any information declared by the candidates is found to be false at any stage, his/her candidature will be cancelled.
 15. Canvassing directly or indirectly in any form by the candidate shall lead to disqualification of the candidature.



Deputy Commissioner
Hailakandi.
24/2/23

Dated, Hailakandi the, Feb/2023

Memo eCF No. 13975/ RKG-3/8/2023/

Copy for information & necessary action to :-

1. The Commissioner & Secretary to the Govt. of Assam, Revenue & D.M. (LR) Department, Assam, Dispur.
2. The Director of Land Records & Surveys etc. Assam, Roopnagar Guwahati-32.
3. All Deputy Commissioner's/Sub-Divisional Officer's (Civil) of Assam.
4. The Chief Executive Officer, Zilla Parishad, Hailakandi.
5. All Assistant Settlement Officers/Circle Officers of this District.
6. All Block Development Officer's of this district.
7. The DIO, NIC, Hailakandi for information and necessary action. He is requested to upload the above Advertisement in the Hailakandi District website.
8. The District Employment Officer, Hailakandi.
9. The D.I & P.R.O., Hailakandi for wide publicity through Newspapers as news item (free of cost).
10. Notice Board, D.C's Office, Hailakandi.


Deputy Commissioner
Hailakandi
24/2/23