

GOVT. OF ASSAM
DISTRICT DISASTER MANAGEMENT AUTHORITY
OFFICE OF THE DISTRICT COMMISSIONER: JORHAT DISTRICT : JORHAT
e-file No DM/270/2023-DDMA-JRT

ADVERTISEMENT

District Disaster Management Authority, Jorhat invites application from eligible candidates for contractual engagement against 01(one) vacant post of Field Officer(Disaster Management) under District Disaster Management Authority , Jorhat.

1. Post - Field Officer(Disaster Management)

2. Vacancy- 01(one)

3. Place of posting- Office of Jorhat West Revenue Circle, Jorhat

4. Educational 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.
- 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.

5. Age:- The candidate should have been completed 21 years as on 1st January 2024 and shall not be more than 35 years on that day. Relaxation of age in case of SC & ST candidates as per Govt. rules.

6. Duty Station:- He/She will be stationed in the jurisdiction of Jorhat West Revenue Circle Office .

7. Duration of the contract :-

- Initial contract will be upto 31st March 2024 and further extension will be based on the performance as well as decision of the competent authority .
- The engagement will be purely on contract basis and the party/selected candidate would not be entitled to any claim ,right ,interest or further benefits in terms of regularization or consideration of further engagement in the said post or any other post.

8. Remuneration:- Rs.20,000/ will be paid as fixed monthly remuneration. Professional tax and other taxes will be deducted as per provisions.

Interested candidates are requested to submit their application in standard form along with bio-data and all necessary documents (self attested) i.e. mark sheets and certificates from HSLC onward, age certificate, computer knowledge certificate etc. at District Emergency Operation Centre (1st floor , New building, Room No.51), office of the District Commissioner, Jorhat . 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 and the bio data should also contain the valid phone number of the applicant.

Last date for submission of application is on 27th February 2024 (upto 5 PM). Only short listed eligible candidates will be invited for the interview. The list of short listed eligible candidates and interview date ,time and venue will be displayed through Jorhat district administration website (<https://jorhat.assam.gov.in>) and office notice board of the District Commissioner's office ,Jorhat after 27th February 2024. No other separate call letter will be issued and no TA/DA will be provided to the short listed candidates appearing in the interview.

District Commissioner
Jorhat

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- 1.The Principal Secretary to the Govt. of Assam Revenue & Disaster Management & CEO, ASDMA, Dispur, Guwahati-6 for kind information.
- 2.The Circle Officer, Jorhat West Revenue Circle, Jorhat. He is requested to display the advertisement on the office notice board for publicity.
- 3.The DIPRO, Jorhat . She is requested to arrange to publish the advertisement urgently in 02 (two) Nos. of well circulated local daily news paper for wide publicity.
- 4.The DIO, NIC, Jorhat. He is requested to upload the advertisement in the Official Website of the District Administration, Jorhat for publicity .
5. The District Employment Officer, Jorhat. He is requested to display the advertisement on the office notice board for publicity.
- 6.Notice Board, District Commissioner's Office, Jorhat.

(e-signed)
District Commissioner
Jorhat