



GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER: CACHAR : SILCHAR
(Personnel Branch)

No. CPE.34/2016/106

Dated Silchar, the 16th February, 2021.

ADVERTISEMENT

In pursuance of the approval accorded by the Government in General Administration, Revenue & Disaster Management and Home and Political Department's vide Letter Nos. GAG (B) 421/2017/15, Dated 30.01.2018, No. RLR. 103/2017/10, Dated 23.03.2018 and No. HMB.302/2017/23, Dated 27.09.2018 and subsequent extension of validity period for recruitment issued vide Nos. GAG (B) 421/2017/38-39, Dated 08.06.2020, No. RLR. 103/2017/20, Dated 18.06.2020 and No. HMB.302/2017/35, Dated 21.07.2020 respectively, **Online applications** are invited from the intending candidates, who are citizen of India as defined in article 5 to 8 of the Constitution of India, for filling up of the following vacant posts of Junior Assistant in the amalgamated establishment of Deputy Commissioner, Cachar, Silchar.

Name of the vacant Post	No. of Posts	Pay Band	Reservation	Remarks
Junior Assistant	38 (thirty eight)	Rs. 14,000/- to Rs. 60,500/- plus Grade Pay of Rs. 6,200/- with other allowances as admissible under Rules	SC- 04 ST(H)-01 ST(P)- NIL EWS-04 OBC/MOBC-13 PwD-02 UR-14.	30% out of total posts reserved for women.

1) Terms and conditions :-

Age – Candidate must not be less than 18 years of age and not more than 40 years on the first January of the year of advertisement. The upper age limit is relaxable for 5 (five) years for SC & ST candidates, 3 (three) years for OBC/MOBC as per Govt. Office memorandum No. ABP.6/2016/51, Dated 02.09.2020 and 10 (ten) years for PWD category candidates.

(a) Educational Qualification for Junior Assistant :-

- The minimum education qualification of the candidate shall be Graduate/Degree Examination passed in any discipline from a recognized State/Central University or a degree equivalent there through recognized by the State/Central Govt.
- Candidate must have proficiency in basic computer application like MS Windows, Linux, MAC, EXCEL, PowerPoint, DTP (English/Bengali), Spreadsheet, presentation of graphics, concept of database, word processor, internet processing, e-mail etc.
- Candidate must possess a minimum 6 months diploma in Computer Application from an institute recognized by the Government.

2) How to apply :

- CANDIDATES ARE REQUIRED TO APPLY IN PRESCRIBED FORM THROUGH ONLINE MODE ONLY. NO OTHER MODE FOR SUBMISSION OF APPLICATION WILL BE ALLOWED.
- Candidates are required to apply online only by visiting the website www.cachar.gov.in With effect from **09.30 AM of 21st February, 2021 to 11.59 PM of 21st March, 2021**. No application will be filled up after expiry of the given time as the link will be disabled.
- No application fee is required.
- Before applying online, candidates are advised to carefully go through the instructions provided in the website.

- Candidates are required to upload the following documents :
 - i. One recent passport size coloured photograph with white back ground. The photograph must be on a standard 3.5 X 4.5 cm print.
 - ii. The photograph must be in JPEG/JPG format and size not exceeding more than 50 KB.
 - iii. Admit Card, Pass Certificate & Mark Sheet of HSLC examination
 - iv. Certificate and Mark Sheet of Graduation
 - v. Computer proficiency Certificate
 - vi. Caste Certificate (in case of reserved category candidates).
 - vii. Copy of Employment Exchange Registration Certificate.
 - viii. Copy of EWS certificate in case of application submitted under EWSs category.
 - ix. Other experience Certificate, if any.
 - x. Certificate of disability to be submitted by the candidates under PwD category.
 - xi. Scanned signature. Signature should be put with black or dark blue on a white paper in 3.5 x 1.5 cm (size) 50 KB JPEG/JPG format only.
 - xii. In case of candidates already employed NOC from concerned employer is required.
- Since the applications are submitted online, the question of submission of applications through proper channel in case of the candidates already employed becomes redundant. However such candidates shall intimate their appropriate appointing authorities about submission of application in writing.
- The candidates already employed should note that the prerogative for according the permission to appear in written examination/join in services on being selected by the Committee shall rest solely upon appointing authority.
- NO MANUAL APPLICATION FORM WILL BE ACCEPTED.
- Candidates whose applications are accepted will be required to appear in a written examination to be followed by computer test of qualified candidates only. Selection will be done strictly on merit basis. The examination will be held in Silchar, District Head quarter of Cachar, on a date to be notified later on.

Subject 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 of Skill in Bengali/Alternative English	50
4.	Computer proficiency test (Practical)	50

Mode of selection:

- i) Four Candidates will be selected against each vacancy notified on the basis of aggregate marks obtained in the written test to appear in the computer proficiency test (Practical).
- ii) Final Selection List will be prepared on the basis of merit (Aggregate marks obtained in both the written test + computer proficiency test).
- iii) Candidate shall have to exercise their choice of language i.e. Bengali / Alternative English at the time submission of application itself and the choice once exercised shall be final.
- iv) 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's Order No. BW.03/2003/PT/1, Dated 25/01/2005.
- v) Rejected list of applications will be uploaded on the Official website www.cachar.gov.in.
- vi) The appointment will be made after necessary Police verification and Medical Examination, etc. as per procedure.
- vii) Appointment will be made in accordance with the provision of AFRBM Act 2005.

- viii) The Candidate qualifying in the written test must produce all certificates and testimonials in original for verification at the time of computer proficiency test.
- ix) Admit Card/Call Letter for written test and computer proficiency test will be uploaded/ notified through the website of this office www.cachar.gov.in and the candidates will be able to download their individual call card/Admit Card/letter from the said website.
- x) All information/announcement regarding the recruitment would be uploaded at the aforesaid official website and no individual communication would be made and accordingly the candidates must follow/ refer the website time to time/ regularly.
- xi) No. TA/DA will be admissible to the candidates for appearing in written test / computer proficiency test or any other such.
- xii) There will be no viva voce interview.
- xiii) Canvassing /lobbying directly or indirectly will lead to immediate disqualification of the candidature.
- xiv) The undersigned reserves the right to cancel the advertisement, alter any terms and condition of the advertisement at any stage without assigning any reason thereof.
- xiv) Appointment shall be made in accordance with permission AFRBM Act, 2005.



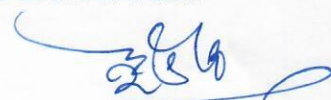
(Keerthi Jalli, IAS)
Deputy Commissioner,
Cachar, Silchar.

Memo No. CPE. 34/2016/106 -A,

Dated Silchar, the 16th February, 2021.

Copy forwarded to:-

1. The Principal Accountant General (A & E), Assam, Maidamgaon, Beltola, Guwahati for kind information.
2. The Commissioner & Secretary to the Govt. of Assam, General Administration (B) Department, Dispur, Guwahati for kind information.
3. The Commissioner & Secretary to the Govt. of Assam, Revenue & D.M. Department, Dispur, Guwahati for kind information.
4. The Commissioner & Secretary to the Govt. of Assam, Home & Political Department, Dispur, Guwahati for kind information.
5. The Commissioner, Barak Valley Division, Assam, Dispur, Guwahati for kind information.
6. All Deputy Commissioners/Sub-Divisional Officer (C) of Assam for information.
7. The Deputy Director, Information & Public Relation, Barak Valley Region, Silchar. He is requested to publish the advertisement in 2 (two) renowned / widely circulated newspapers.
8. The State Informatics Officer, NIC Assam State Unit, Dispur, Guwahati-6 for information.
9. The District Informatics Officer, NIC, D.C's Office, Cachar, Silchar. He is requested to upload the Advertisement in the District Website www.cachar.gov.in.
10. The Superintendent, Assam Govt. Press, Assam, Guwahati-21. He is requested to publish the advertisement in the next issue of the Assam Gazette.
11. All Circle Officers of Cachar District.
12. The District Employment Officer, Cachar, Silchar. He is requested for compulsory notification of the Advertisement in compliance with order of the Hon'ble Supreme Court of India.
13. Notice Board, D.C's Office, Cachar, Silchar.



(Keerthi Jalli, IAS),
Deputy Commissioner,
Cachar, Silchar.



GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER : CACHAR : SILCHAR :

No.CPE.11/2020/11

Dated Silchar the 19th February, 2021.

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In pursuance of Govt. approval vide letter No. GAG(B).421/2017/Pt/23-24, Dated 4th August, 2020, **online applications** are invited from the eligible candidates who are citizen of India as defined under Article 5 to 8 of the Constitution of India for filling up the following vacant post of **Copyist** under the amalgamated establishment of the Deputy Commissioner, Cachar.

Post details:-

Sl. No.	Name of the Post	Number of Posts	Reservation Category	Pay Band
01	Copyist	01	STP-01	P.B. Rs.14, 000/- to Rs.60,500/- + G.P. Rs.6,200/- plus other allowances as admissible.

1. Terms and condition:-

Age:- Candidate must not be less than 18 years of age and not more than 40 years of age as on 01/01/2021. The upper age limit is relaxable for candidates belonging to SC/ST categories upto 45 years, for candidates belonging to OBC/MOBC categories upto 43 years, for candidates belonging to Ex-Servicemen category upto 42 years and for candidates belonging to Persons with Disabilities categories upto 50 years as per Govt. OM No.ABP.06/2016/51 dated 02/09/2020 issued by the Govt. of Assam in Personnel (B) Department.

2. Educational Qualification:-

a) The minimum educational qualification of candidates shall be graduate in Arts / Science / Commerce from a recognized State / Central University or a degree equivalent thereof and recognized as such by the State / Central Govt.

3. How to apply:-

- The applications must be submitted online through official website www.cachar.gov.in and no other form of applications will be entertained.
- Since the applications are submitted online, the question of submission of applications through proper channel in case the candidates who are already employed becomes redundant. However, such candidate shall intimate their appropriate appointing authorities about the submission of application in writing which may also be uploaded.
- The candidates already employed should note that the prerogative for according the permission to appear on viva-voce examination/joining in service on being selected by the committee shall solely rest upon appointing authority. Declaration in Form-A under Rule 5(1) of the Assam Public Services (Application of small Family Norms in Direct Recruitment) Rules, 2019 to be submitted.

4. Applicants must upload the following self attested documents / testimonials along with the online application:-

- One recent passport size coloured photograph with white back ground. The photograph must be on a standard 3.5 X 4.5 cm print.
 - Scanned Signature. Signature should be put with black or dark blue on a white paper in 3.5 x 1.5 cm (size) 50 KB JPEG/JPG format only.
 - Admit Card / Pass Certificate & mark sheet of HSLC Examination.
 - Certificate / Mark sheet of Graduate.
 - Caste certificate (if applicable).
 - Employment Exchange Registration Certificate.
 - Experience Certificate (if any).
 - Candidates already in Govt. Service should upload NOC issued from the appropriate appointing authority.
 - Certificate of disability to be submitted by the candidates under PwD category.
 - Since the applications are submitted online, the question of submission of applications through proper channel in case of the candidates already employed becomes redundant. However such candidates shall intimate their appropriate appointing authorities about submission of application in writing.
 - The candidates already employed should note that the prerogative for according the permission to appear in written examination/join in services on being selected by the Committee.
 - No MANUAL APPLICATION FORM WILL BE ACCEPTED.
5. Candidates whose application is accepted as per eligibility criteria will be required to appear in a Written Examination and hand writing test for the post. Selection will be strictly on the basis of merit.
 6. The selection committee shall have the right to accept or reject the candidature of a candidate after proper scrutiny of the documents / testimonials etc. with regards to the modalities of selection. The decision of the selection committee shall be final and binding. The selected candidate will have to submit an undertaking to the appointing authority that they will abide by the new pension rules issued by the Govt. of Assam in Finance Department vide No.BW.03/2003/Pt-I/1, Dated 25/01/2005.
 7. The appointment will be made after necessary Police verification, document verification and medical examination as per the procedure.
 8. Appointment will be made in accordance with the provision of AFRBM under Section 7(f).
 9. The candidates qualifying in the written test must produce all original testimonials for verification at the time of hand writing test.
 10. Admit Card / Call Letters for Written Test and Hand Writing test will be sent / Intimated to eligible candidates through the website www.cachar.gov.in. All applicants are to mandatory give their email address and a working mobile number for such communications. The candidates can download their admit cards from the website www.cachar.gov.in.
 - 11.

Date of commencement of application	21/02/2021
Last date of application	21/03/2021

12. Subject for written examination:-

Sl. No.	Subject	Marks
1.	General English, General Knowledge & Arithmetic	100
2.	Handwriting Test	50

13. Four candidates shall be selected against each vacancy notified on the basis of the aggregate marks obtained in the written examination to appear in the Handwriting Test.
14. Final selection will be done on the basis of merit (Aggregate marks obtained in the Written Test and Handwriting Test).
15. No TA/DA will be admissible for appearing in the Written Test and Handwriting Test.
16. There will be no viva-voce interview.
17. Canvassing in any form will lead to disqualification of the candidate.



(KEERTHI JALLI, IAS)
Deputy Commissioner,
Cachar, Silchar.

Memo No.CPE. 11/2020/11 -A,

Dated Silchar the 19th February, 2021.

Copy for information & necessary action to :-

1. The Principal Accountant General (A & E), Assam, Maidamgaon, Beltola, Guwahati for kind information.
2. The Commissioner & Secretary to the Govt. of Assam, General Administration Department, Dispur, Guwahati-6 for kind information.
3. The Commissioner, Barak Valley Division, Assam, Dispur, Guwahati for kind information.
4. All Deputy Commissioners/Sub-Divisional Officer (C) of Assam for information.
5. The Addl. Deputy Commissioner i/c Sub-Divisional Officer (Civil) Lakhipur & Katigorah Sub-Division, Cachar.
6. All Circle Officers of Cachar District for wide Publicity.
7. The Deputy Director, Information & Public Relation, Barak Valley Region, Silchar. He is requested to publish the advertisement in 2 (two) renowned / widely circulated newspapers.
8. The Superintendent, Assam Govt. Press, Assam, Guwahati-21. He is requested to publish the advertisement in the next issue of the Assam Gazette.
9. The District Employment Officer, Cachar, Silchar. He is requested for compulsory notification of the Advertisement in their Notice Board in compliance with order of the Hon'ble Supreme Court of India.
10. The State Informatics Officer, NIC Assam State Unit, Dispur, Guwahati-6 for information.
11. The District Informatics Officer, NIC, Cachar for uploading this advertisement in the district website.
12. Notice Board, D.C's Office, Cachar, Silchar.



Deputy Commissioner,
Cachar, Silchar.



GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER : CACHAR : SILCHAR :

No.CPE.20/2018/32

Dated Silchar the 19th February, 2021.

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In pursuance of Govt. approval vide letter No. GAG (B) 421/2017/33-34, Dated 19.08.2019, and subsequent extension of validity period for recruitment issued vide Nos. GAG (B) 421/2017/42, Dated 04.12.2020, online applications are invited from the eligible candidates who are citizen of India as defined under Article 5 to 8 of the Constitution of India for filling up the following vacant posts of Driver (Grade-III) under the office of the undersigned

Sl. No.	Name of Post	Scale of Pay	Number of Vacancy					Total
			SC	ST(P)	ST(H)	OBC/MOBC	Un-reserved	
1.	Driver	P.B.-2 Rs.14000-49000/- p.m. Grade Pay Rs.5000/- Plus other admissible allowances.	NIL	1	NIL	1	NIL	2

Eligibility criteria for Driver

- (1) DRIVER : The recruitment to the post of Driver shall be made by Direct Recruitment only.
- (i) Age :- A candidate for the post of Driver must be within the age limits of 18 years to 40 years on the first January of the year of advertisement. The upper age limit will be relaxable as per existing Govt. Rules.
- (ii) Qualification: - The minimum essential qualification for the post will be :-
1. HSLC examination passed or equivalent from a Govt. recognized Board / Council.
 2. Must possess Light Motor Vehicle Driving License issued by the Competent Authority.
 3. Experience: - Minimum 3 years driving experience.
 4. Requirement: - A candidate must have: (i) Sound health, both mentally and physically and free from organic defect or bodily infirmity likely to interfere with the efficient performance of his duties. (ii) Required to undergo medical examination before appointment to the service. (iii) A candidate will produce to the selection board certificates of good character from (a) The Principal / Headmaster of the College/ High School in which he studied last and.
- Candidates must be physically fit without any disability with good eye sight and to that effect one certificate issued from Govt. Doctor may be uploaded.

(b) Two respectable person, who are well acquainted with, but not related to the candidate.

(v) The Syllabus of Written Examination:-

Written Test of 35 marks will be held for the post of Driver to test the candidate's knowledge of driving, road signals, mechanical / technical knowledge including General Knowledge and General English.

(vi) Driving Test :- Driving Test for 40 marks will be conducted to test the candidates skills of driving, maintenance and motor mechanics.

(vii) Language skill in Bengali – 15 Marks.

(viii) Driving Experience – 10 marks.

(2) The Final result will be based on the overall marks obtained by the candidates out of the total maximum marks earmarked as follows :- (i) Written Test - 35 Marks (ii) Driving Test 40 Marks (iii) Language skill in Bengali – 15 (iv) Driving Experience 10 Marks. Total 100 Marks.

(3) Appointment shall be made in accordance with permission AFRBM Act, 2005.

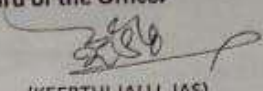
How to apply :

- 1) The applications must be submitted online through the following website www.cachar.gov.in.
- 2) No other forms of applications will be entertained. Candidates will be required to upload scan and self-certified copies of all testimonials such as Educational Certificates, Age proof certificates, Caste Certificates, Driving License, Valid Employment Exchange Registration Cards, Good quality Photograph etc.
- 3) The candidates already in service must apply through proper channel and upload scanned copy of NOC of the concerned department.
- 4) The photograph must be in JPEG/JPG format and size not exceeding more than 50 KB.
- 5) Scanned signature. Signature should be put with black or dark blue on a white paper in 3.5 x 1.5 cm (size) 50 KB JPEG/JPG format only
- 6) Applications will be received online from Midnight of 21st February, 2021 to the midnight of 21st March, 2021.
- 7) The candidates will be called for Written Test / Driving Test on the dates to be notified later through the website, and they will have to appear in such test at their own expense.
- 8) Candidature of candidates is provisional and the Committee has the right to accept or reject the candidature of any candidate at any stage of recruitment after proper scrutiny of the educational and other relevant documents.
- 9) No application fees required.
- 10) MANUAL APPLICATION FORM WILL BE ACCEPTED.
- 11) No TA/DA will be admissible to the candidates.



12) The candidates already employed should note that the prerogative for according the permission to appear on viva-voce examination/joining in service on being selected by the committee shall solely rest upon appointing authority. Declaration in Form-A under Rule 5(1) of the Assam Public Services (Application of small Family Norms in Direct Recruitment) Rules, 2019 to be submitted.

The result of written test as well as select list of the Drivers will be published in Cachar District Administration's Website and Notice Board of the Office.



(KEERTHI JALLI, IAS)
Deputy Commissioner,
Cachar, Silchar.

Memo No.CPE. 20/2018/32 -A,

Dated Silchar the 19th February, 2021.

Copy for information & necessary action to :-

1. The Principal Accountant General (A & E), Assam, Maidamgaon, Beltola, Guwahati for kind information.
2. The Commissioner, Barak Valley Division, Assam, Dispur, Guwahati for kind information.
3. The Joint Secretary to the Govt. of Assam, General Administration (B) Department, Dispur, Guwahati for kind information.
4. All Deputy Commissioners/Sub-Divisional Officer (C) of Assam for information.
5. The Sub-Divisional Officer (Civil) Lakhipur & Katigorah Sub-Division, Cachar.
6. All Circle Officers of Cachar District.
7. The Deputy Director, Information & Public Relation, Barak Valley Region, Silchar. He is requested to publish the advertisement in 2 (two) renowned / widely circulated newspapers.
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11. The District Informatics Officer, NIC, Cachar for uploading this advertisement in the district website.
12. Notice Board, D.C.'s Office, Cachar, Silchar.


Deputy Commissioner,
Cachar, Silchar.