

No: CPRD/MGNREGA/21/2020/55

Dated, Guwahati the 4th of September 2020

**ADVERTISEMENT FOR TEMPORAL/CONTRACTUAL POSTS IN THE OFFICE OF THE COMMISSIONER, PANCHAYAT & RURAL DEVELOPMENT, ASSAM**

  
GOVERNMENT OF ASSAM

Office of the Commissioner  
Panchayat & Rural Development Department, Juripar,  
Panjabari, Guwahati, Assam

Online Applications are invited for 13 number of Contractual /  
Temporal positions under various programs in the Office of the  
Commissioner, Panchayat & Rural Development Department,  
Assam.

**Key date:**  
Application Start Date: 4<sup>th</sup> September 2020  
Application Last Date: 15<sup>th</sup> September 2020

**For details and application process please visit:**  
<https://rural.assam.gov.in>

**Sd/-  
Commissioner,  
Panchayat & Rural Development, Assam**

Commissioner, Panchayat & Rural Development, Assam, invites online applications from eligible candidates who are citizens of India as defined under Article 5 to 9 of the Constitution of India and fulfill the eligibility norms of educational qualification, age, work experience etc. as mentioned below against each category for purely temporal contractual posts. The posts have been created under the various flagship schemes of Panchayat & Rural Development Department, Assam.

SL No	Programme	Category	No of Posts	Monthly Remuneration	Age	Desired Qualification/ experience	Criteria for engagement
1	MGNREGA	IT Officer	1	Rs 55,000	21-40 years as on 01-01-2020	<ul style="list-style-type: none"><li>• Degree in Engineering/MCA from any recognized university or institution with minimum 60% marks.</li><li>• Distance Education (Degree) approved by DEC/UGC /AICTE is valid.</li><li>• Minimum 5 years work experience in the field of Information Technology(IT) from reputed organization.</li><li>• Knowledge of English, Hindi and local language is necessary.</li></ul>	Contractual basis(Purely Temporary)

SL No	Programme	Category	No of Posts	Monthly Remuneration	Age	Desired Qualification/ experience	Criteria for engagement
2	MGNREGA	Quality Control Officer	1	Rs 40,000	21-40 years as on 01-01-2020	<ul style="list-style-type: none"> <li>• Degree in Civil Engineering from any recognized university or institution with minimum 60% marks.</li> <li>• Minimum 3 years work experience (having at least 1 year of work experience in Rural development works/projects)</li> <li>• Candidates well versed in Microsoft Word, Microsoft Excel, Microsoft PowerPoint etc</li> <li>• Knowledge of English, Hindi and local language is necessary.</li> </ul>	Contractual basis (Purely Temporary)
3	MGNREGA	Public Relation Officer	1	Rs 40,000	21-40 years as on 01-01-2020	<ul style="list-style-type: none"> <li>• Degree in Mass Communication/MBA (HR) from any recognized university or institution with minimum 60% marks.</li> <li>• Distance Education (Degree) approved by DEC/UGC/AICTE is valid.</li> <li>• Minimum 3 years work experience in the relevant field. Preference will be given to candidates with good documentation and photography skills.</li> <li>• Candidates well versed in Microsoft Word, Microsoft Excel, Microsoft PowerPoint &amp; Assamese type writing</li> <li>• Knowledge of English, Hindi and local language is necessary.</li> <li>• Strong communication skill.</li> </ul>	Contractual basis (Purely Temporary)
4	MGNREGA	Junior Engineer	1	Rs 38,000	21-40 years as on 01-01-2020	<ul style="list-style-type: none"> <li>• Degree/Diploma in Civil Engineering from any recognized university or institution with minimum 60% marks.</li> <li>• Minimum 3 years work experience for Degree holder (having atleast 1 year of work experience in Rural development works/projects)</li> <li>• Minimum 5 years work experience for Diploma holder (having at least 2 years of work experience in Rural development works/projects)</li> <li>• Candidates well versed in Microsoft Word, Microsoft Excel, Microsoft PowerPoint etc.</li> <li>• Knowledge of English, Hindi and local language is necessary.</li> </ul>	Contractual basis (Purely Temporary)

SL No	Programme	Category	No of Posts	Monthly Remuneration	Age	Desired Qualification/ experience	Criteria for engagement
5	MGNREGA	Accounts Officer	1	Rs 38,000	21-40 years as on 01-01-2020	<ul style="list-style-type: none"> <li>Degree in M.Com/MBA(Finance) from any recognized university or institution with minimum 60% marks.</li> <li>Distance Education (Degree) approved by DEC/UGC/AICTE is valid.</li> <li>Minimum 3 years relevant experience.</li> <li>Must possess Diploma in Computer applications for minimum year.</li> <li>Knowledge in Accounts keeping with Tally latest version is also required</li> </ul>	Contractual basis (Purely Temporary)
6	MGNREGA	Data Entry Operator	3	Rs 19,000	21-40 years as on 01-01-2020	<ul style="list-style-type: none"> <li>Graduate in any discipline from any recognized university or institution with minimum 60% Marks.</li> <li>Distance Education (Degree) approved by DEC/UGC/AICTE is valid.</li> <li>Must possess Diploma in Computer applications for a period of minimum six months</li> <li>Candidates well versed in Microsoft Word, Microsoft Excel, Microsoft PowerPoint etc</li> </ul>	Contractual basis (Purely Temporary)
7	NSAP	State Program Executive (Information Technology)	1	Rs 50,000	21-40 years as on 01-01-2020	<ul style="list-style-type: none"> <li>MCA/B.Tech (CSE/IT)/BE(CSE/IT) with minimum 60% in qualifying exam from a recognized university or institution.</li> <li>Minimum 5 years working experience with industry or government sector with minimum 1 year in similar job profile</li> <li>Knowledge of Assamese, English and Hindi is necessary.</li> </ul>	Contractual basis (Purely Temporary)
8	PMAY-G	State Program Executive (Works)	1	Rs. 50,000	21-40 years as on 01-01-2020	<ul style="list-style-type: none"> <li>Bachelor of Architecture/Degree in Civil Engineering from any recognized university or institution with minimum 60% marks.</li> <li>Minimum 5 years working experience in a similar role</li> <li>Knowledge of Assamese, English and Hindi is necessary.</li> </ul>	Contractual basis (valid till March 2022)
9	PMAY-G	State Program Executive (Finance, Accounts & Procurement)	1	Rs. 50,000	21-40 years as on 01-01-2020	<ul style="list-style-type: none"> <li>Masters degree/MBA in Finance or Accounting or Procurement from any recognized university or institution with minimum 60% marks</li> <li>Minimum 5 years working experience in a similar role.</li> <li>Knowledge of Assamese, English and Hindi is necessary.</li> </ul>	Contractual basis (valid till March 2022)

SL No	Programme	Category	No of Posts	Monthly Remuneration	Age	Desired Qualification/ experience	Criteria for engagement
10	PMAY-G	State Program Executive (Information, Education and Communication and Public Grievance)	1	Rs 50,000	21-40 years as on 01-01-2020	<ul style="list-style-type: none"> <li>• Masters degree in Mass Communication or IEC from any recognized university or institution with minimum 60% marks.</li> <li>• minimum 5 years work experience in the relevant field.</li> <li>• Knowledge of Assamese, English and Hindi is necessary.</li> <li>• Strong communication skill.</li> </ul>	Contractual basis (valid till March 2022)
11	RURBAN	State Program Executive (Spatial Planning)	1	Rs 50,000	21-40 years as on 01-01-2020	<ul style="list-style-type: none"> <li>• Post graduation in GIS or Geo Informatics from any recognized university or institution with minimum 60% marks.</li> <li>• Minimum 5 years working experience in industry or government sector or similar sector</li> <li>• Knowledge of Assamese, English and Hindi is necessary.</li> </ul>	Contractual basis (Purely Temporary)

- 1 Please visit <https://rural.assam.gov.in> for detailed advertisement including Job Profiles, eligibility criteria, remuneration and other conditions for positions mentioned above.
- 2 The opening of positions published is as per program requirements. Number of positions may be increased or decreased as per programme requirement and approval.
- 3 The department reserves the right to cancel any or all position at any stage of the recruitment process.
- 4 At any stage of recruitment, if it is found that the candidate does not fulfil the eligibility criteria and /or that he / she has furnished incorrect/false information / certificates / documents or has suppressed any material fact (s), his / her candidature/ appointment will stand cancelled and necessary legal action will be initiated.
- 5 The decision of the Selection Committee in any matter related to the recruitment at any stage of the recruitment process will be final and binding upon the candidates.
- 6 Initially this engagement will be for 364 days, except for the posts under Pradhan Mantri Awas Yojana (PMAY-G). Based on performance, fund availability and requirement of the schemes, contract may further be extended.
- 7 The department may create waitlist of suitable candidates, which would remain valid for 12 months from the date of declaration of result.

#### HOW TO APPLY

- 1 Only online application through <https://rural.assam.gov.in> will be accepted. Scanned documents to be uploaded with online application.
- 2 The link for Online Application will be active from 11:30 am of 4th September, 2020 and will remain active till 4:30 pm of 15th September, 2020. No communication in respect of submission of Online Application will be entertained once the submission date is over. Mode of Application is Online only.
- 3 Candidates willing to apply for more than one post shall have to submit separate application for each post.
- 4 The short-listed candidates have to appear for a selection process for which no TA/DA shall be paid.
- 5 The candidates should fill up the self assement form online and should bring the copy of this self-assesment form alongwith a set of self certified copies of all marksheets & testimonials at the time of interview.

Sd/-  
(Hemen Das, IAS)  
Commissioner,  
Panchayat & Rural Development, Assam