



GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER :: DARRANG :: MANGALDAI
(LAND RECORDS BRANCH)

ADVERTISEMENT

In pursuance of Director of Land Records & Surveys, etc., Assam's letter No. DLR-11014/33/2023-SRV/5 dated 14.12.2023, a walk-in interview will be held on **09.01.2024** from **01-00 p.m. onwards** at **DC's office, Darrang, Mangaldai** for selection and engagement of GIS Assistant for each of the 5 (five) Nos. of Revenue Circle offices, viz., Mangaldai, Dalgaon, Sipajhar, Patharighat and Pub Mangaldai Revenue Circles under Darrang district.

Eligibility criteria for GIS Assistant:

Sl. No	Criteria	Details
1	Name of the Post	GIS Assistant
2	Job Responsibilities	<ul style="list-style-type: none"> • Digitization of geospatial data of Cadastral and Non-cadastral villages. • Perform quality assurance checks on GIS data to ensure accuracy and completeness. • Preparation of GIS-related reports, presentations, and data visualizations. • Stay up-to-date with GIS industry trends and best practices to enhance the organization's GIS capabilities. • Provide GIS-related technical support to team members and end-users. • Contribute to the documentation of GIS processes and procedures. • Drone photo/HRSI interpretation, etc.
3	Age	Above 21 years and not more than 45 years as on 01 December, 2023
4	Required Qualification	<p><u>Essential Qualification</u> Bachelor's Degree in Geography/Geology/Mathematics/Geo-informatics/Physics/Computer Science or related field with Certificate/Diploma in GIS & Remote Sensing or in Geo-informatics,</p> <p>Or, M-Tech/MSc in GIS & Remote Sensing/Geo-informatics; MCA/MA/MSc in Geography/Geology/Mathematics/Environmental Science with Geo-informatics as one of the subjects or Certificate or Diploma in GIS/Remote Sensing or in Geo-informatics.</p> <p><u>Desirable Qualification</u> Proficiency in GIS Software such as ArcGIS, QGIS, Global Mapper or other industry-standard applications. Familiarity with spatial data formats (e.g., Shape files, GeoJSON, KML) and coordinate systems. Knowledge of Geo-spatial analysis, image processing techniques, data collection through drone survey and tools for development of geospatial data. Effective communication and team-work skills. Ability to work independently and prioritize tasks effectively. Prior experience in a GIS-related role or internship is preferred but not mandatory.</p>

I/141865/2023

5	Experience	<ul style="list-style-type: none"> Preference will be given to candidates with relevant work experience of minimum 01 year. Preference will be given to RCCC trained candidates, having requisite educational qualifications with command over GIS.
6	Skills	Proficiency in Arc Desktop, Arc Pro, AutoCAD, Global Mapper. Proficiency in MS Word, Excel, Power Point, Google docs/Spreadsheets and Fluency in Assamese, Hindi and English is required.
7	Remuneration	Rs. 25,000/- per month (fixed)
8	Documents needed in the interview	<ol style="list-style-type: none"> Detailed Carriculum Vitae. Photo Identity and Address Proof. Original Educational Certificates (HSLC onwards) for verification. Work Experience Certificates. Photocopies of all the certificates, mark sheets, experience certificates, etc., to be submitted in the interview.
9	Place of Interview	Office of the District Commissioner, Darrang, Mangaldai
10	Terms and condition	<ol style="list-style-type: none"> No TA/DA and official accommodation will be provided for appearing in the interview. The offer is purely contractual and co-terminus with the end of the projects/requirement with no provision of regularization. The Director/District Commissioner reserves the right to cancel/postpone the interview without assigning any reason thereof.

District Commissioner,
Darrang, Mangaldai

Memo eCF No. E-99548

Copy to:

- The Director of Land Records & Surveys, etc., Assam, Rupnagar, Guwahati- 32 for favour of kind information. This has reference to his letter No. DLR- 11014/33/2023-SRV/5 dated 14.12.2023.*
- The Addl. District Commissioner, Darrang cum Nazarat Officer, DC's office, Darrang for information.*
- The Circle Officers concerned for information. They will publish the Advertisement in their respective Revenue Circles and attend the interview process as per date, time and venue as mentioned above.*
- The DIO, DC'S office, Darrang, Mangaldai for information. He will upload this advertisement on the official website.*
- The DIPRO, Darrang for information and necessary action. He will make wide publicity through FLS and publish the advertisement in one Assamese and one English newspaper and through electronic/social media.*
- Notice Board. DC's office, Darrang, Mangaldai.*

e-signed/-
District Commissioner,
Darrang, Mangaldai