



GOVT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER:::KAMRUP::: AMINGAON
(DISTRICT DISASTER MANAGEMENT AUTHORITY)

No. E-3965/84

Date: *as per e-sign*

ADVERTISEMENT

In pursuance of the Govt. letter No.ECF No. 698919/46, Dtd. 13/02/2026 from the State Project Coordinator, Assam State Disaster Management Authority, Dispur, Guwahati, Assam, **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 the following vacant post of Field Officer (DM) on contractual basis to be posted at District HQ/Revenue Circle Office of Kamrup District under Administrative Control of DDMA, Kamrup.

Name of Post: - Field Officer (Disaster Management)

Post: - 01 (One)

Essential Qualification:

1. 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.
2. Computer skills specially MS Word/Excel/Power Point/Internet usage & E-mails, etc.
3. Preference will be given to candidates having BCA or equivalent course.

Age: Should not be below 21 Years and above 35 years as on the 1st January, 2026.

Duty Station: He/ She will be stationed in the District Disaster Management Authority (DDMA) & Revenue Circle Office and will work under the direct control of Chief Executive Officer, DDMA and supervision of the District Project Officer (DPO), DDMA/Circle Officer.

Duration of the contract:

1. The contract will initially be for a period of 1 (One) year subject to annual renewal on the basis of performance appraisal and as per Govt. instruction further.
2. The Appointment will be purely on contract basis and the Field Officer would not be entitled to any claim, right, interests or further benefits in terms or regulation or consideration of further appointment to the said post or any other post.

3. Only the Tribunals & Civil Courts in Guwahati will have the exclusive jurisdiction in respect of matters pertaining to contractual agreement between the Authority and the party.

Remuneration: An amount of Rs. 28,500/- will be paid along with annual performance aligned upto 5% subject to successful review of performance and consolidated monthly remuneration which includes:—

Remuneration: Rs. 22,500/-

Mobility Allowance: Rs. 5000/-

Communication Charges: Rs. 1,000/-

How to apply:

- a) Candidates are required to apply in prescribed form through online mode only. No other mode for submission of application will be allowed.
- b) Link to apply online: Applications are to be submitted online through **<https://niyukti.assam.gov.in/R00001>** The link will also be available in the recruitment page of district website (**<https://kamrup.assam.gov.in/document/recruitment>**) with effect from 08/06/2026 to 22/06/2026 (upto 5:00 PM). No application will be accepted after the expiry of the given time as the link will be disabled.
- c) All information/announcement regarding the recruitment would be uploaded at the aforesaid link (**<https://niyukti.assam.gov.in/R00001>**) and District website (**<https://kamrup.assam.gov.in/document/recruitment>**) and no individual communication would be made and accordingly the candidates must follow/refer the website time to time/regularly.
- d) No application fee is required.
- e) Before applying online, candidates are advised to carefully go through the instructions provided in the website.
- f) Candidates are required to upload the following documents during submission of the online application:
- i) One recent passport size coloured photograph of dimension 2.5 cm (w) X 3.5 cm(h). The photograph must be in jpeg/jpg/png format and size should not be less than 20 KB and greater than 50 KB.
 - ii) Scanned signature of dimension 2.5 cm (w) X 1.5 cm(h). Signature should be put with black or blue pen on a white paper and should be scanned in jpeg/jpg/png format.
 - iii) Valid Age proof (HSLC Admit Card/Pass certificate/Birth Certificate as applicable) (in PDF format and size < 200 KB)
 - iv) Pass Certificate of HSLC, HS, Graduation & Computer course. (in PDF format and size < 200 KB)
 - v) Mark-sheet of Graduation. (in PDF format and size < 200 KB)

g) During submission of the online form, under qualification details, candidate has to furnish percentage secured in the mentioned examination(s). In case of CGPA/any other system, equivalent percentage should be calculated as per rule of the respective board/university.

h) After completion of the submission process, system will generate one **Acknowledgement** Receipt with Registration No. The candidate should ensure completion of the process and take a printout of Acknowledgement Receipt for his/her own record and bring a copy of this Acknowledgement Receipt along with the Admit Card during Written Examination.

i) List of accepted and rejected applications will be published through the same portal in which online applications are submitted. Candidates whose applications are accepted will have to appear in a written examination. Based on performance in the written examination, candidates will be shortlisted for subsequent level of tests i.e Computer Test and Oral/Viva-Voce.

j) Date, Time, Venue of written examination and Computer Test/Oral interview will be notified and published through the same portal. Eligible candidates should download the **Admit Card** for appearing in the written test and computer test/oral interview. Link for downloading Admit Cards will be active in due course of time in the same portal in which online applications are submitted.

Mode of selection:

Selection shall be done based on marks obtained in written exam + Graduation percentage weightage + Computer Test + Oral/Viva-Voce as per following break-up :-

- a) Graduation percentage weightage: Total 30 marks
- b) Written Examination: Total 40 marks
- c) Knowledge of Computer: Total 20 marks (out of 20 marks, 5 marks is earmarked as preference mark having BCA or equivalent qualification).
- d) Viva-Voce/ Oral Test: Total 10 marks

- 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 appointment will be made after necessary police verification etc. as per procedure.

- No. TA/DA will be provided to the candidates for appearing in written test or computer test/Oral interview etc.

- Canvassing directly or indirectly will lead to immediate disqualification of the candidature.
- The undersigned reserves the right to cancel the advertisement after any terms and conditions of the advertisement at any stage without assigning any reason thereof.

District Commissioner & Chairman,
District Disaster Management Authority,
Kamrup, Amingaon

Memo No. E-3965/84-A

Date: *as per e-sign*

Copy to:

1. The CEO, ASDMA for favour of kind information.
2. All Circle Officers for information and necessary action.
3. The DIPRO, Kamrup for information and necessary action. He is requested to make necessary arrangement for publication of the advertisement in all the local newspapers and electronic media as a news item.
4. The DIO, NIC, Kamrup for information and necessary action. He is requested to upload the advertisement in the Kamrup District Administration website and develop the link for applying.
5. Notice Board of District Commissioner Office, Kamrup.
6. Notice Board of all Circle Offices under Kamrup District.
7. Office File.

(e-signed)

District Commissioner & Chairman,
District Disaster Management Authority,
Kamrup, Amingaon