



**GOVERNMENT OF ASSAM**  
**OFFICE OF THE DISTRICT COMMISSIONER:::SONITPUR:::TEZPUR.**  
**(R. Kg BRANCH)**

**ADVERTISEMENT FOR WALK-IN-INTERVIEW**

In pursuance of the letter No. DLR-11014/33/2023-SRV/5, dated-14/12/2023 received from the Director of Land Records & Survey etc. , Assam, Rupnagar,Guwahati-32, a “Walk-In-Interview” for selection for the post of GIS Assistants, 1 (one) each of 4 (four) Revenue Circle under Sonitpur District.

The intending candidates may appear before the Selection Committee along with their relevant testimonials in support of his/her qualifications and experience etc. on **08/01/2024 from 11.00 a.m. onwards at Office of the District Commissioner, Sonitpur, Tezpur.**

**Eligibility Criteria for GIS Assistant in the Circle Offices of Sonitpur District is as follows :**

| SN | Criteria               | Details   |
|----|------------------------|---|
| 1  | Name of the post       | GIS Assistant   |
| 2  | Number of Vacancy      | 1 (one) per Revenue Circle  |
| 3  | Duration of Engagement | Upto 31 <sup>th</sup> March 2024 subject to extension by Govt.  |
| 4  | Place of Work          | Respective Revenue Circle Office  |
| 5  | Job Responsibilities   | <ul style="list-style-type: none"> <li>• Digitalization of geospatial data of cadastral and Non-cadastral villages.</li> <li>• Cadastral Map updation in Bhunaksha</li> <li>• Perform quality assurance check on GIS data to ensure accuracy and completeness.</li> <li>• Preparation of GIS-related reports, presentations, and data visualizations.</li> <li>• Provide GIS-related technical support to team members and end-users.</li> <li>• Drone photo/HRSI interpretation etc.</li> <li>• Utility of survey machinery in land mapping viz RTK GNSS Rovers, ETC, DGPS etc.</li> </ul>   |
| 6  | Age                    | <ul style="list-style-type: none"> <li>• Above 21 years and not more than 45 years as on 01/01/2023</li> </ul>  |
| 7  | Required Qualification | <p><b>Essential Qualification</b></p> <ul style="list-style-type: none"> <li>• Bachelor's degree in Geography/Geology/Mathematics/Geo-informatics/Physics/Computer Science or a related field with certificate/Diploma in GIS &amp; Remote sensing or in Geo-informatics.</li> </ul> <p style="text-align: center;"><b>Or</b></p> <ul style="list-style-type: none"> <li>• M. Tech./M.Sc. in GIS &amp; Remote sensing/Geo-informatics.</li> <li>• MCA/MA/M.Sc. in Geography/Geology/Mathematics/Environmental Science with Geo-informatics as one of the subject or certificate or</li> </ul> |

|    |                                   |   |
|----|-----------------------------------|---|
|    |                                   | <p>Diploma in GIS/Remote Sensing or Geo-informatics.</p> <p><b>Desirable Qualification</b></p> <ul style="list-style-type: none"> <li>• Proficiency in GIS software such as ArcGIS, QGIS, Global Mapper or other industry-standard applications.</li> <li>• Familiarity with spatial data formats (e.g., Shape files, GeoJSON, KML) and coordinate systems.</li> <li>• Knowledge or Geospatial analysis, image processing techniques, data collection through drone survey and tools for development of Geospatial data, use of HRSI for land mapping, modern survey techniques using RTK GNSS Rovers, DGPS, ETS etc</li> <li>• Effective communication and team work skills.</li> <li>• Ability to work independently and prioritize tasks effectively.</li> <li>• Prior experience in a GIS related role or internship is preferred but not mandatory.</li> </ul> |
| 8  | Experience                        | <ul style="list-style-type: none"> <li>• Preference will be given to those candidates having relevant work experience of minimum 1(one) years</li> <li>• Preference will be given to the RCCC trained candidates having command over GIS.</li> </ul>  |
| 9  | Skills                            | <ul style="list-style-type: none"> <li>• Proficiency in Arc Desktop, ArcPro, AutoCAD, Global Mapper.</li> <li>• Proficiency in MS Word, Excel, Power Point, Google Docs/Spreadsheets</li> <li>• Fluency in Assamese, Hindi and English is required.</li> </ul>  |
| 10 | Remuneration                      | <ul style="list-style-type: none"> <li>• Rs. 25,000/- per month (fixed)</li> </ul>  |
| 11 | Documents needed in the interview | <ul style="list-style-type: none"> <li>• Detailed Curriculum Vitae.</li> <li>• Photo identity and Address proof.</li> <li>• Original Educational certificates(HSLC onwards) for verification.</li> <li>• Work Experience Certificates</li> <li>• Photocopy of all the certificates, mark sheets, experience certificates etc. to be submitted in the interview.</li> </ul>  |
| 12 | Place of interview                | <ul style="list-style-type: none"> <li>• O/O The District Commissioner, Sonitpur, Tezpur</li> </ul>   |
| 13 | Terms and conditions              | <ul style="list-style-type: none"> <li>• No TA/DA and official accommodation will be provided for appearing in the interview.</li> <li>• The offer is purely contractual and co-terminus with the end of the projects/requirements with no provision of regularization.</li> <li>• The Director/District Commissioner reserves the right to cancel/postpone the interview without assigning any reason thereof.</li> </ul>  |

Signed by

Deba Kumar Mishra

Date: 21-12-2023 16:56:48

**District Commissioner**  
**Sonitpur, Tezpur.**

140912/2023

Memo No.E-99298/991-A

Copy to :

1. The Director of Land Records and Surveys etc. Assam, Rupnagar, Guwahati-32 for favour of kind information
2. The Secretary to the Govt. of Assam, Revenue & DM Department, Dispur, Guwahati-06 for favour of kind information
3. All Additional District Commissioner of Sonitpur District for information and necessary action.
4. All Circle Officers of Sonitpur District for information and necessary action. They are requested to put up the Advertisement for Walk-In-Interview in their Office Notice Board and give wide publication.
5. All Branch Officer, DC's Office, Sonitpur, Tezpur for information and necessary action.
6. The DIO, NIC, Sonitpur District Unit for information and necessary action. He is requested to upload the advertisement in the Sonitpur District Administration Website.
7. The District Information and Public Relation Officer, Sonitpur, Tezpur. She is requested to publish the Advertisement in 2 (two) leading Assamese and 1(one) English daily newspapers and also in the District Face book Page for wide publicity.
8. The Treasury Officer/FAO DC's Office for information and necessary action.
9. The Employment officer, District Employment Exchange, Sonitpur for information and necessary action.
10. The Revenue Sheristadar, DC's Office, Sonitpur, Tezpur for information and necessary action.
11. The Administrative Officer, DC's Office, Sonitpur Tezpur for information and necessary action.
12. Notice Board, DC's Office, Sonitpur, Tezpur.

e-signed

**District Commissioner  
Sonitpur, Tezpur.**