



**GOVERNMENT OF ASSAM**  
**OFFICE OF THE DISTRICT COMMISSIONER:: DIBRUGARH DISTRICT**  
**DIBRUGARH.**  
**(CERTIFICATE BRANCH)**  
dc-dibrugarh@nic.in  
0373-2316063

File No. **CER-21/1/2023-CER-DBR**Dated Dibrugarh the 06-06, 2025**ORDER**

In pursuance of Notification No. IT.206830/3 dated 20/10/2023 and No.IT 206830/112 dtd-27/11/2024, received from the Information Technology Department, Govt. of Assam, Dispur Guwahati, the Addl. District Commissioner (e-Gov), Dibrugarh District e-Governance Society (DeGS), Dibrugarh invites applications from the eligible Indian citizens and permanent resident of Assam for the following posts under the DeGS, Dibrugarh on contractual basis initially for a period of 11 (eleven) months.

Sl. No	Name of the Post.	Number of Post	Monthly fixed remuneration
1	District Project Manager (DPM)	1 (one)	22,000.00
2	District Technical Support Staff	2(two)	14,000.00

The details of qualification requirement, age requirement, section procedure, application process is placed at Annexure-1.

Digitally signed by  
 SULTANA AKHTARA AHMED  
 Date: 06-06-2025 16:49:59  
 Addl. District Commissioner (e-Gov)  
 Dibrugarh

File No. **CER-21/1/2023-CER-DBR**Dated Dibrugarh the 06-06, 2025

Copy to:

1. The Joint Secretary to the Govt. of Assam, Information Technology Department, Assam, Secretariat, Block C 2<sup>nd</sup> floor, Dispur, for kind information.
2. The Director, Directorate of Information Technology, Electronics and Communication Janata Bhawan, Block-C 2<sup>nd</sup> Floor, Dispur, Guwahati for kind information.
3. The DIPRO, Dibrugarh for wide publicity for the advertisement through at least 2 (two) nos. of local newspapers English, 1(Assamese).
4. The DIO, NIC, Dibrugarh for uploading of this advertisement at the District Website. <https://dibrugarh.assam.gov.in>
5. CA to DC for kind appraisal of District Commissioner, Dibrugarh.
6. Office copy.

e-signed by  
 Addl. District Commissioner (e-Gov)  
 Dibrugarh

## Annexure-I

## 1. Introduction

The Hon'ble Cabinet had approved District Project Manager (DPM) and the District Technical Support Staff (DTSS) against each district in the state for contractual appointment under District e-Governance Society (DeGS). Accordingly, and in compliance to the communication of IT Department of Govt. of Assam IT.206830/3/ dated Dispur, the 20<sup>th</sup> October 2023, a recruitment drive is now to be undertaken for 1 no. of post of District Project Manager (DPM) and 2 (two) nos. post of District Technical Support Staff (DTSS) under the e-Governance Society (DeGS) Dibrugarh District.

## 2. Academic Qualification, Experience and Age Requirement:

## 2.1 Academic Qualification &amp; Experience:

Sl. No	Name of the Post.	Minimum academic qualification	Work experience
1	District Project Manager (DPM)	Graduate in any discipline with working knowledge of computer	Minimum 2(two) years of experience of working in IT field and having knowledge of computer operations
2	District Technical Support Staff(DTSS)	10+2 passed with diploma in IT	Minimum 1(one) year of experience of working in IT field

## 2.2. Age:

2.2.1: The maximum age for applying for the post of DPM & DTSS shall be 41 years as on 1<sup>st</sup> January 2023.

2.2.2: The age limit shall be relaxed for the applicants who had been serving under similar positions under that or any other District Administration in the state, by number of years service upto a maximum of 8 years.

## 3. Duration on Assignment:

The initial contract of DPM & DTSS shall be for 11(eleven) months. The duration of contract may be extended for next term based on satisfactory performance & good conduct evaluated on 10<sup>th</sup> month of every on going contract period.

## 4. Work Location:

4.1 The primary work location for DPM shall be office of the District Commissioner, Dibrugarh and incumbent may be required to provide service across e-District.

4.2 The DTSS shall be required to provide technical support at Co-District Offices and Revenue Circle Offices or as required by DeGS , Dibrugarh.

## 5. Selection Criteria :

5.1 There shall be written exam followed by personal interview for DPM & DTSS post separately.

5.2 The Multiple –choice questionnaires written examination will carry 50 marks.

5.3 The personal interview shall be total 50 Marks and the final selection of the candidate shall be done based on the summation of the marks obtained in written exam and the personal interview.

5.4 For the candidate who has been serving in similar position under any District Administration across the state ,2(two) marks shall be awarded for each year service offered upto a maximum 16 marks in the personal interview for a maximum experience period of 8 years.

6. How to apply:

- 6.1 Interest candidate are required to submit the application form as per the format placed at the bottom of this Annexure along with self-attested copies of minimum educational qualification, experience, photo identity proof any others document related to diploma in IT.
- 6.2 The application form along with the requisite documents may be submitted at the Reception Counter , Help Desk Centre, O/o District Commissioner, Dibrugarh starting from 09/06/2025 10.00 AM onwards till 4.00 PM, 13/06/2025( last date).Incomplete applications and application received after last date will not be accepted. Any postal delay after last date of received of application will not be accepted.
- 6.3 The candidates shall furnish their mobile number and email id (if any) on the application form smooth communication of information relating to the conduct of examination. Candidates are requested to submit separate application form, if anyone wishes to apply for both of the posts.
- 6.4 The date of written examination and personal interview will be notified later on and will be published in the notice board of District Commissioner Office , Dibrugarh and the District Administration Website: <https://dibrugarh.assam.gov.in>

7. Other guideline:

7.1 The application must be accompanied by the following:

- 7.1.1 self-attested copies of all certificate/mark sheet in support of educational and other qualification along with other testimonials.
- 7.1.2 3 (three) copies of recent passport size photographs (one of which should be pated on the application form and duly signed by the candidates across the photographs.)
- 7.1.3 A valid Employment Exchange registration Certificate of the state of Assam.
- 7.1.4 The applicant required to enclose self-Address envelope affixing postal stamp of 5/-
- 7.2 If any information declared by the candidates is found false at any stage, the candidature will be cancelled.
- 7.3 Canvassing directly or indirectly shall disqualify a candidate.
- 7.4 No TA/DA shall be admissible for appearing in written test/Personal interview.

Digitally signed by  
SULTANA AKHTAR AHMED  
Addl. District Commissioner  
Dibrugarh  
Date: 06-06-2025 16:38:24

### Application for the Post of DPM and DTSS under DeGS, Dibrugarh

Name of the Post Applied: 1.DPM  Tick the post applied for  
 2.DTSS

#### PERSONAL PROFILE

Name of the Candidate		PASSPORT SIZE PHOTOGRAPH       SIGNATURE OF APPLICANT
Father's Name		
Mother's Name		
Date of Birth(DD/MM/YYYY)		
Employment Exchange No		
Mobile Number		
Alternate Mobile Number		
E-mail Address		
Alternate E-mail Address		

Corresponding Address

Permanent Address: Same as Corresponding Address

Pin		Pin	
District		District	

#### EDUCATIONAL PROFILE

Educational Qualification	Subjects	Board/University	Percentage/CGPA	Year Of Passing
10th/HSLC				
12th/HS				
Graduation				
Other Qualification				

#### WORK EXPERIENCE

Name of the Organization	Designation	Key Responsibilities	Duration (Start Date & End Date)

Declaration: I hereby declare that the above information is true to the best of my Knowledge . If any discrepancy is found, my candidature to the applied position may be fortified anytime.

Date:

Place:

Signature Of the Applicant