



GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER: GOALPARA
(e-District Branch)

☎: 03663-240030/240028

✉: dc-goalpara@nic.in

No. eGOV/19/2026-eDist-GLP/

Dated: ____/08/2026.

ADVERTISEMENT FOR ENGAGEMENT OF DISTRICT TECHNICAL SUPPORT STAFF (DTSS) ON CONTRACTUAL BASIS

Applications are invited from eligible candidates for engagement to the post of District Technical Support Staff (DTSS) in the Office of the District Commissioner, Goalpara under the District e-Governance Society (DeGS), Goalpara, on a purely contractual basis.

- I. Name of the Post: District Technical Support Staff (DTSS)
- II. Number of Post: 1 (One)
- III. Place of Posting: Office of the District Commissioner, Goalpara, Assam
- IV. Fixed Remuneration: The selected candidate shall be paid a fixed remuneration of ₹14,000/- (Rupees Fourteen Thousand) per month.
- V. About the Role: The primary responsibility of the DTSS is to assist and support the District Project Manager (DPM) in implementing and coordinating various e-Governance activities and initiatives across the district, along with carrying out other duties assigned from time to time

VI. Eligibility Criteria:

A. Educational Qualification:

The candidate must possess:

- I. 10+2 (Higher Secondary) pass from a recognized Board/Council.
- II. Diploma in Information Technology (IT) from a recognized institution.
- III. At least one (1) year of working experience in the IT field in Govt. Institute/ Govt. Project./Mission under Govt.

B. Age Limit:

The maximum age of the applicant shall be 41 (forty-one) years as on 1st January, 2026. The prescribed maximum age limit shall be relaxed by up to 8 (eight) years for applicants who have been serving in a similar position under the District Administration of Goalpara or any other District Administration in Assam, subject to production of valid documentary proof of such service.

- VII. **Selection Procedure:** The selection shall be conducted through a two-tier selection procedure as follows:

Tier-I: Written Examination: Multiple Choice Questionnaire (MCQ)-based written examination shall be conducted for 50 marks.

Tier-II: Personal Interview and Computer Skill Test: Only candidates shortlisted in Tier-I shall be called for Tier-II. Candidates for Tier-II shall be shortlisted on a **1:15 basis**.

i. Personal Interview shall be conducted for 25 marks.

ii. Computer skill test for 25 marks

(Candidates serving in a similar position under any District Administration in Assam shall be eligible for additional marks for their service experience. Two (2) marks for each completed year of service, subject to a maximum of 16 (sixteen) marks, shall be awarded in the Personal Interview.)

VIII. **Terms of Reference / Terms and Conditions:**

- I. The engagement shall be purely contractual. The incumbent shall have no claim whatsoever for permanent retention under the District e-Governance Society (DeGS), permanent absorption in the

District Administration, or permanent appointment/absorption in any organization under the IT Department.

- II. The contractual engagement shall initially be for a period of 11 (eleven) months.
- III. The contract may be extended for subsequent terms on the basis of satisfactory performance and good conduct, to be assessed through a performance appraisal during the 10th month of the ongoing contractual period.
- IV. Subject to satisfactory performance, good conduct and other applicable conditions, continuity of the contractual engagement may be allowed until the incumbent attains the age of 60 (sixty) years. Such continuation shall not confer any right to permanent appointment or absorption.
- V. The contractual engagement shall be governed by the terms and conditions prescribed by the Selection Committee from time to time.

IX. Application Form and Submission of Application:

Eligible candidates shall submit their applications in the STANDARD FORM OF APPLICATION (ASSAM GAZETTE PART-IX). The duly filled-in Standard Form of Application, along with self-attested copies of all required documents, shall be placed in the Drop Box kept at the Office of the District Commissioner, Goalpara, Assam.

- X. **Period for Submission of Application:** From 20-08-2026 to 5-09-2026 (5:00 PM). No application shall be entertained if submitted after the prescribed last date and time.

XI. Documents to be enclosed with the Application: Candidates shall enclose self-attested copies of the following documents with the Standard Form of Application:

- I. Educational qualification certificate and mark sheet of 10+2.
- II. Diploma in Information Technology certificate and mark sheet.
- III. Experience certificate showing at least one year of working experience in the IT field in Govt. Institute/ Govt. Project./Mission under Govt.
- IV. Employment exchange certificate (Registration card)
- V. Age proof certificate/document.
- VI. Valid identity proof.
- VII. Recent passport-size photograph.
- VIII. Documentary proof of service in a similar position under any District Administration in Assam, wherever applicable, for claiming additional service marks and age relaxation (**if any**).
- XII. All applicants are requested to provide a valid **e-mail ID** in the Standard Form of Application for further communication.

XIII. General Conditions:

- I. Mere fulfillment of the eligibility criteria shall not confer any right upon the applicant to be called for the written examination, interview or to be selected for engagement.
- II. Candidates shall produce the original certificates/documents at the time of document verification/interview, if called for.
- III. Applications received after the prescribed last date and time, or applications not accompanied by the required documents, may be rejected.
- IV. The Selection Committee reserves the right to scrutinize applications, determine eligibility, shortlist candidates, conduct the written examination and personal interview, and prepare the final selection list.
- V. The decision of the Selection Committee regarding eligibility, shortlisting, selection and preparation of the merit list shall be final and binding.
- VI. The Selection Committee reserves the right to modify, amend or cancel any provision of the selection process or the advertisement, or to cancel the recruitment process, if deemed necessary.

- VII. No TA/DA shall be admissible to the candidates for appearing in the written examination, interview or document verification.
- VIII. The selected candidate shall be required to join the assigned place of posting within the period specified by the District Administration.
- IX. The contractual engagement may be terminated in accordance with the terms and conditions of the contract and applicable instructions of the District Administration/DeGS.
- X. The incumbent shall maintain confidentiality of official information and shall comply with all applicable instructions, rules and directions issued by the District Administration/DeGS during the period of engagement.
- XI. Any matter not specifically mentioned in this advertisement shall be dealt with in accordance with the applicable rules/instructions and the decision of the Selection Committee/District Administration.
- XII. The list of eligible candidates for the written examination will be published on the **Goalpara District Administration website, (goalpara.assam.gov.in)** along with the **date, time, and venue** of the examination. The examination schedule is **tentatively expected to be notified one week after the last date for submission of applications.**
- XIII. Interested candidates may also submit their application forms **by post** to the following address. The following details should be clearly mentioned on the envelope:

Application for the Post DTSS

To,
Office of the District Commissioner, Goalpara,
P.O. Baladmari, PIN – 783121,
District – Goalpara, Assam.

(Prodip Timung, ACS)
District Commissioner
cum Chairperson DeGS,
Goalpara

Dated: _____/08/2026.

Memo No. eGOV/19/2026-eDist-GLP/

Copy to,

1. The Under Secretary to the Govt. of Assam, Information Technology Department, Dispur, Ghy-6, for kind information.
2. All the Members, District Selection Committee, for information and necessary action.
3. The District Information & Public Relations Officer (DIPRO), Goalpara for information and necessary action, with a request to give wide publicity to the advertisement in the District.
4. The District Informatics Officer (DIO), NIC, Goalpara for information and necessary action, with a request to upload the advertisement on the Goalpara District Administration website for wider publicity.
5. Notice Board, O/o District Commissioner, Goalpara for information and wide publicity.

(e-signed)
District Commissioner
cum Chairperson DeGS,
Goalpara