



ADVERTISEMENT

(Walk-in-Interview)

In pursuance of letter No. PLB.817356/17 dated 17-07-2026 received from Home and Political Department, Political (B) Branch, Dispur, Guwahati -6, and office order vide no. eCF No. PER-36/98/2026-PER-GLP/51 dated 18/08/2026 from the office of the District Commissioner, Goalpara, a walk-in-interview will be held on 08/09/2026 at the premises of Municipality Office, Goalpara, Kachari Ghat. The intending candidates having the following required qualifications may appear before the Selection Committee with all required testimonials in original on the day of interview.

Sl. No.	Name of Post	No. of Vacancy	Fixed Pay (Per Month)	Minimum Qualification
1)	Data Entry Operator	01	Rs. 10,000/-	A) HS Passed from a recognized Board/Council. B) Must possess minimum 6 (six) months Computer Diploma having knowledge of DTP and ability to type large quantities of numbers and English and Assamese text accurately.

Date and time of Registration – 08/09/2026 from 09:30 A.M to 12:30 P.M

Venue of Interview – Goalpara Municipal Board, Goalpara.

Date and time of Interview – 08/09/2026 from 10:30 A.M onwards.

Criteria:-

A) Age Criteria

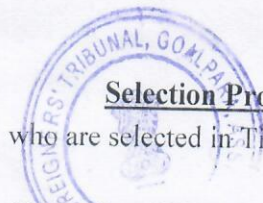
Minimum age is 18 years for all candidates and maximum age is 40 years for unreserved category, 43 years for OBC/MOBC and 45 years for SC/ST(P)/ST(H) and 50 years for persons with disability (PwD) as on 1st January, 2026 as per Government Office memorandum vide No. ABP.6/2016/51, dated 02.09.2020. This relaxation shall be applicable only to those candidates who have attained the necessary educational or other qualifications prior to crossing of their existing upper age limit of 40 years.

B) Engagement Criteria:-

1. The appointment shall be purely contractual with no provision of regularization.
2. Preference should be given to those candidates who share their home district/local address.
3. Candidates applying for these temporary posts should have Registration in Employment Exchange.
4. Candidates working in any organization/office but also applying for these temporary posts, then such candidates shall have to furnish an NOC from the organization/office where he/she is presently working.
5. The candidates selected against these posts shall have no claim for appointment against any permanent Government posts.
6. Preference will be given to those candidates having work experience.

C) Required Testimonials (in original and a photocopy set and as per the said below):-

- i) Eligible candidates shall submit their applications in the STANDARD FORM OF APPLICATION (ASSAM GAZETTED PART-IX). The duly filled in Standard Form of Application mentioning valid contact number and email ID alongwith three (3) recent passport size coloured photograph with blue background, full signature on backside of photos, a set of documents as Xerox copy (self attested) and a handwritten self declaration (as given under) in A4 size paper shall be annexed with the application on that day.
- ii) HSLC Admit card or Birth Certificate as proof of date of birth.
- iii) Class XII pass mark sheet and pass certificate
- iv) Certificate of diploma in computer application minimum of six (6) months.
- v) Valid Employment Exchange Registration Certificate.
- vi) Caste Certificate as proof of caste.



Selection Process:- The selection shall be conducted through a two-tier selection procedure, Candidates who are selected in Tier-I will be called for the Tier-II test on a separate date as follows:

Tier-I (on 08/09/2026): - Documents Verification and Personal interview shall be conducted for 60 marks.

Tier-II (To be notified later) : Computer skill test for 40 marks (Only candidates shortlisted in Tier-I shall be called for Tier-II)

Note:-

1. Candidates will have to appear for interview/computer test at their own expenses and no TA/DA will be paid for that purpose.
2. In the event of particulars or information given by the candidate found false or incorrect or forged his/her candidature will be rejected and if any misstatement/discrepancy detected after appointment, the service of the candidate shall be terminated without any notice to the candidate.
3. The undersigned reserves the right to cancel, alter or modify the Advertisement or other terms and conditions of the Advertisement without any prior notice.
4. Final Result of walk-in-interview will be declared on Office Notice Board and District Administration Website on 09/09/2026. And list of selected candidates for skill test will be notified through email ID's and contact numbers.
5. Canvassing directly or indirectly shall disqualify a candidate.

— sd —
(Binita Devi)
Chairperson
Selection Board
Member, Foreigners' Tribunal No. 4
Goalpara, Assam
Date: 27/08/2026

Memo No. FT (G-4)2026/ 3671 (A-L)

Copy for information and necessary action:

1. The Registrar (Judicial), Gauhati High Court, Guwahati for kind information.
2. The Commissioner & Secretary to the Govt. of Assam, Home & Political Department, Dispur, Ghy-06 for favour kind information.
3. The Joint Secretary to the Govt. of Assam, Home & Political Department, Political (B) Branch, Dispur, Guwahati for kind information.
4. The District Commissioner, Goalpara for kind information.
5. The District & Session Judge, Goalpara for kind information.
6. Smti. Deepmala Goala, Additional District Commissioner, Goalpara for kind information.
- ✓ 7. Shri Bhaskar Malakar, District Informatics Officer, NIC, Goalpara. He is requested to upload the advertisement in District administration website page.
8. The Superintendent of Police, Goalpara for favour of kind information. He is requested to depute Police personnel in the aforesaid venue on the mentioned dates.
9. The District Employment Officer, Goalpara for kind information.
10. The Treasury Officer, Goalpara for kind information.
11. The D.I.P.R.O., Goalpara for kind information.
12. The Chairman, Goalpara Municipal Board, Goalpara.
13. Notice Board of F.T. No.- 4, Goalpara Office File.

27/08/2026
(Binita Devi)
Chairperson
Selection Board
Member, Foreigners' Tribunal No. 4
Goalpara, Assam