

ADVERTISEMENT

The District Project Management Unit, SANKALP:HEW, Mission Shakti, Jorhat under the Women and Child Development Department, Jorhat invites application from eligible candidates who are citizens of India as defined under Article 5 to 9 of the constitution of India and fulfill the eligibility norms of educational qualification, age etc. as mentioned below against each category of purely temporary contractual posts under District Project Management Unit, SANKALP:HEW, Mission Shakti for Jorhat District. Interested candidates having the requisite qualification and experiencing may submit filled up application (Application form may be downloaded from the official website jorhat.assam.gov.in/) at Office of the District Social Welfare Officer, Jorhat, Phukan Ali, Jorhat, Pin-785001 from 18th July, 2025 to 2nd August, 2025 till 5.00 PM during office hours.

Name of Position	No. of vacancies	Eligibility Criteria	Fixed Remuneration per month (Rs.)
Accounts Assistant	1	Qualification: Graduate/diploma in accounts/other disciplines having accounts as a subject. Experience: At least 3 years experience of working with the Govt./Non-Govt organizations in related domain.	Rs.19,000/-
Data Entry Operator (IT PMMVY)	1	Graduation with working knowledge in computers/IT etc. with a minimum of 3 years experience in data management, process documentation and web-based reporting formats, at state or district level with govt. or non-govt./ IT based organizations.	Rs.10,400/-
Multi Tasking Staff	1	10 th Class pass under 10+2 system from any recognized board	Rs.7,200/-

General terms and conditions :

1. All applications must be accompanied by self-attested copies of all educational qualifications, experience certificates, age proof, identity proof and relevant documents as mentioned against each post.
2. The shortlisted candidates will be called for written test/interview through their respective Email ID as mentioned in the application form as well as office notice board. No separate call letter will be issued to concerned candidates and no TA/DA will be provided for attending the same.
3. Incomplete applications will be summarily rejected at any stage of selection process.
4. The Authority reserves the right to cancel/postpone the advertisement without assigning any reason thereof.

Sd/-
District Commissioner
Jorhat

APPLICATION FORM FOR ENGAGEMENT OF FUNCTIONARIES UNDER
SANKALP:HEW (DHEW), JORHAT

Applied for the post of

Paste your self-
attested coloured
photograph here

1. Name in Full (Block letter):
2. Father's/Mother's/Spouse Name:
3. Sex:(Male/Female/Others):
4. Permanent Address:

5. Present Address:

6. Police Station and Post Office:

7. Religion:

8. Date of Birth:

Age as on 01stJanuary,2025:

9. Caste:

10. Are you a citizen of India (Yes/No):

11. Educational qualification:

Name of Exam	University/Board	Subjects	Total marks	Marks obtained	Percentage	Year of Passing

12. Other Qualifications, if any:

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13. Present occupation(if any):

14. Details of Experience (Experience certificate should be enclosed):

Name of the Organization	Designation	From	To	Total Experiences in Year/Month	Nature of Duties

15. Name of Employment Exchange & Registration No.:

16. Email Id (Mandatory):

17. Mobile Number (Mandatory):

I am a candidate for the post ofand the stated above are true to the best of my knowledge and belief. In case of any false statement, I am liable to any action the Govt. may deem fit and proper.

Date:

Place:

Signature of the Applicant

NB: (1) One copy of the photograph should be pasted in the space provided and one copy to be stapled with the application

(2) Self Attested copies of testimonials/certificates relating to age, educational qualification and experience should be enclosed.