

ADVERTISEMENT
WALK-IN-INTERVIEW

Applications in Standard Form along with prescribed supporting documents are hereby invited from the eligible candidates to attend a '**Walk-In-Interview**' to be held on **19/08/2026** from **10.00 A.M.** onwards for the below mentioned Fixed Pay Contractual/Temporary Post(s) under the office of the Foreigners Tribunal No.4th, Dhubri, located at G.T.B. Road, Ward No.1, Near P. C. Baruah Field, Dhubri in pursuance of the Letter No.PLB.817356/17 dated 17.07.2026, issued by the Joint Secretary to the Government of Assam, Political (B) Department, Dispur, Guwahati-781006, Kamrup (Metro), Assam.

Sl. No.	Name of Posts	Minimum Required Qualifications	Number of Vacancy	Category	Monthly Pay
1	Data Entry Operator	Passed Higher Secondary (10+2) Examination in any stream with minimum 6 (six) months' Diploma/ Certificate in Computer Application from any Govt. recognized institution and having good working knowledge of office software tools.	1(One)	UR	Rs.10,000/- (Fixed)
2	Copyist	Passed Higher Secondary (10+2) Examination in any stream with minimum 6(six) months' Diploma / Certificate in Computer Application from any Govt. recognized institution and having good working knowledge of office software tools.	1(One)	UR	Rs.9,000/- (Fixed)

Terms and Conditions :

1. Candidate must be a Citizen of India.
2. Candidates should not be less than 18 years and not more than 40 years of age as on **19/08/2026**. Upper age relaxation may be given upto 43 years for OBC/MOBC Candidates and upto 45 years in case of SC/ST Candidates as per existing Government policy.
3. Candidate must submit duly self attested documents along with Standard Form of Application relating to a) Educational Qualifications, b) Proof of Age, c) Address Proof, d) Experience Certificate (if any), e) Two Passport size colour Photographs (with full signature of candidate on front-side) and f) Valid Employment Exchange Registration Certificate for verification.
4. Both the Posts are purely Contractual/Temporary in nature on Fixed Pay basis for fixed time and subject to approval of Ministry of Home Affairs, Govt. of India or any other Government Authority from time to time.
5. For both the Posts, Candidates must have undergone a Computer Diploma/Certificate Course of minimum 6(Six) months' duration from any Govt. recognized institution.
6. For the Post of copyist, a Handwriting Test, in both English and Assamese, will be conducted. Candidates applying for Post of Copyist should bring Blue Ball Pen with them for Handwriting Test. Typing Test including office productivity software tools in Computer will be conducted against the Post of Data Entry Operator.
7. The Candidates working in any organization/office but also applying for these temporary posts, shall have to furnish an NOC from the organization/office where he/she is presently working.
8. The services of Appointed candidates against these temporary Posts may be terminated on grounds of non-performance or indiscipline conduct at any time without any prior notice.
9. Candidates must report at the Office of Smti. Ranjumani Dutta, ACS, Additional District Magistrate, Dhubri under the Office of the District Commissioner, Dhubri, Ground Floor between 9.30 AM to 11.00 AM on the date of Walk-in-Interview. Candidates arriving at venue after 11.00 A.M. will not be considered for Walk-in-Interview.
10. Incomplete Application or Application without necessary supportive documents will be summarily rejected.
11. Candidates will be selected on the basis of **Walk-in-interview**. Preference will be given to the Candidates of Dhubri district.
12. No TA/DA will be provided to the Candidates for appearing in said interview.
13. The Selection Board reserves the right to cancel or modify the advertisement and selection process without assigning any reason.
14. The selected Candidates will be informed through formal communication by the office in due course subject to approval by the Government authority.

Member,
Foreigners Tribunal 4th (4th)
Dhubri.
DHUBRI.

2026
8/8/26