



**GOVT. OF ASSAM**  
**OFFICE OF THE DISTRICT COMMISSIONER :: DHUBRI DISTRICT :: DHUBRI**  
**::: LAND SETTLEMENT BRANCH :::**

No.:LS-26/11/2023-LS-DBB/ 11  
Dated, Dhubri the .....Dec/2023

**ADVERTISEMENT**

In pursuance of DLR, Assam's letter vide No.DLR-11014/33/2023-SRV/5 dated 14/12/2023, a Walk-in-interview will be held on **10/01/2024 from 10:00 A.M. onwards at D.C.'s Office, Dhubri** for selection and engagement of 7 (seven) nos. of '**GIS Assistant**' under Dhubri District.

Intending candidates are invited to appear in the Walk-in-interview alongwith original documents supporting required eligibility criteria.

• **Eligibility criteria for engagement of GIS Assistant**

Sl No	Criteria	Details
1	Name of the Post	GIS Assistant
2	Number of Vacancy	<b>7( Seven)</b>
3	Duration of Engagement	<b>Till 31<sup>st</sup> March/2024 ( subject to extension by Govt.)</b>
4	Place of Work	Respective Revenue Circle Offices under Dhubri District.
5	Job Responsibilities	<ul style="list-style-type: none"> <li>• Digitization of geospatial data of Cadastral and Non-cadastral villages.</li> <li>• Cadastral Map updation in Bhunaksha</li> <li>• Perform quality assurance checks on GIS data to ensure accuracy and completeness.</li> <li>• Preparation of GIS-related reports, presentations, and data visualizations.</li> <li>• Provide GIS-related technical support to team members and end-users.</li> <li>• Drone photo/HRSI interpretation etc.</li> <li>• Utility of survey machinery in land mapping viz RTK GNSS Rovers, ETS, DGPS etc.</li> </ul>
6	Age	Above 21 years and not more than 45 years as on 01/01/2023
7	Required Qualification	<p><b>Essential Qualification</b></p> <ul style="list-style-type: none"> <li>• Bachelor's degree in Geography/Geology/ Mathematics/ Geo-informatics/Physics/Computer Science or a related field with Certificate/Diploma in GIS &amp; Remote Sensing or in Geo-informatics.</li> </ul> <p>Or</p> <ul style="list-style-type: none"> <li>• M.Tech./M.Sc. in GIS &amp; Remote sensing/ Geo-informatics;</li> <li>• MCA/ M.A/ M.Sc. in Geography/Geology/Mathematics/ Environmental Science with Geo-informatics as one of the subject or Certificate or Diploma in GIS/ Remote Sensing or Geo-informatics.</li> </ul> <p><b>Desirable Qualification</b></p> <ul style="list-style-type: none"> <li>• Proficiency in GIS software such as ArcGIS, QGIS, Global Mapper or other industry-standard applications.</li> <li>• Familiarity with spatial data formats (e.g., Shape files, GeoJSON, KML) and coordinate systems.</li> <li>• Knowledge of geospatial analysis, image processing techniques, data collection through drone survey and tools for development of geospatial data, use of HRSI for land mapping, modern survey techniques using RTK GNSS Rovers, DGPS, ETS etc.</li> <li>• Effective communication and teamwork skills.</li> <li>• Ability to work independently and prioritize tasks effectively.</li> <li>• Prior experience in a GIS-related role or internship is preferred but not mandatory.</li> </ul>

8	Experience	<ul style="list-style-type: none"> <li>• Preference will be given to those candidates having relevant work experience of minimum 1 year.</li> <li>• Preference will be given to the RCCC trained candidates having command over GIS.</li> </ul>
9	Skills	<ul style="list-style-type: none"> <li>• Proficiency in Arc Desktop, Arc Pro, AutoCAD, Global Mapper.</li> <li>• Proficiency in MS Word, Excel, Power Point, Google Docs/Spreadsheets and</li> <li>• Fluency in Assamese, Hindi and English is required.</li> </ul>
10	Remuneration	Rs. 25,000/- per month(fixed)
11	Documents needed in the interview	<ul style="list-style-type: none"> <li>• Detailed Curriculum Vitae.</li> <li>• Photo identity &amp; Address Proof.</li> <li>• Original Educational Certificates (HSLC onwards) for verification.</li> <li>• Work Experience Certificates.</li> <li>• Photocopy of all the certificates, marksheets, experience certificates etc. to be submitted in the interview.</li> </ul>
12	Place of Interview	<ul style="list-style-type: none"> <li>• At the O/o District Commissioner, Dhubri</li> </ul>
13	Terms and Condition	<ul style="list-style-type: none"> <li>• No TA/DA and official accommodation will be provided for appearing in the interview.</li> <li>• The offer is purely contractual and co-terminus with the end of the projects/requirement with no provision of regularization.</li> <li>• The Director/District Commissioner reserves the right to cancel/postpone the interview without assigning any reason thereof.</li> </ul>

District Commissioner,  
Dhubri.

Memo No.:LS-26/11/2023-LS-DBB/ 11 -A-

Dated, Dhubri the .....Dec/2023

**Copy to :**

1. The Director of Land Records, Assam, Rupnagar, Guwahati-32 for favour of kind information.
2. The Sub-Divisional Officer (Civil), Bilasipara for kind information & for making wide publicity.
3. The Circle Officer, Dhubri, Gauripur, Golakganj, Agomoni, Bilasipara, Athani, Chapar Revenue Circles for information and necessary action.
4. The DIPRO, Dhubri for information and necessary action. He is requested to make wide publicity through FLS, social media and to publish the advertisement in 2 nos. of leading daily newspapers ( English & Assamese).
5. The DIO, NIC, Dhubri for information and necessary action. He is requested to upload the advertisement in the District website.
6. Notice Board, DC's Office, Dhubri / O/o the SDO(C), Bilasipara / All Circle Offices / Municipal Boards under Dhubri district

District Commissioner,  
Dhubri.