

GOVT. OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER::KARBI ANGLONG::DIPHU
(DISTRICT DISASTER MANAGEMENT AUTHORITY: KARBI ANGLONG)

No. KA/DDMA/11/2018/Part-I/26

Dated Diphu 22nd July, 2026

ADVERTISEMENT

Application in standard form with attested copies of all certificates, testimonials, mark sheets, recent passport size photo, contact number, etc. are invited from intending candidates of Indian Nationality for engagement on purely contractual basis under the District Disaster Management Authority, Karbi Anglong, O/O The District Commissioner, Karbi Anglong, Diphu for the under mentioned post

1. Name of Post: Information Assistance, District Emergency Operation Centre (DEOC)

2. No. of Post: Total 1 (One) no.

3. Essential Qualification:

(i) Preferably Graduate or equivalent degree/diploma from a recognized University or Educational Institution of Assam or HSSLC/10+2 with 2-5 years experience of working in DEOCs.

(ii) At least six months Certificate /Diploma course in Computer Application or Proven skills in Computer Application (MS Word, Excel, Power Point, Internet Surfing etc.) in the form of work experience.

(iii) Fluency in spoken & written in English.

4. Age: Should not be below 21 years and above 35 years as on 1st day of month/ year (as decided) relaxable in case of SC/ST candidates as per rules.

5. Duration of the contract:

(i) The contract will be initially for 1 (One) year subject to annual renewal on the basis of performance appraisal.

(ii) The appointment will be purely on contract basis and the selected candidates will be not entitled to any claim, right, interests or further benefits in terms of regulation or consideration of further appointment to the said post or any other post.

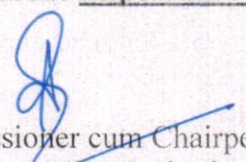
(iii) The services of the candidate can be terminated at any time if the candidate is found to be guilty of insubordination, misconduct or non-performance.

6. Remuneration: An amount of Rs. 16,590/- will be paid as fixed.

7. Last Date of Submission: Applications complete in all respect in the standard form along with testimonials should be submitted at District Disaster Management Branch Room No. 27 Drop Box, O/O District Commissioner's Office, Diphu, Karbi Anglong on or before 19th August 2026. Application received after 5.00 P.M. 14th August 2026 will be summarily rejected. No applications will be received through email or fax.

8. The applicants have to appear for written test and/or interview at the venue, date and time, which will be notified in due course of time on the website of the District Administration (www.karbianglong.nic.in) and District Commissioner's Office Notice Board. No T.A./D.A. shall be paid for the purpose

(For detailed guidelines please visit District Administration website <https://karbianglong.gov.in>)


District Commissioner cum Chairperson
District Disaster Management Authority (DDMA)
Diphu, Karbi Anglong

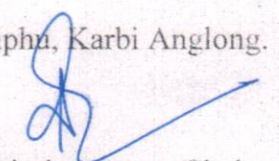
Memo. No. KA/DDMA/11/2018/ Part-I/26

(A)

Dated Diphu 22nd July, 2026

Copy to:

1. The Addl. CS to the Govt. of Assam, Revenue & Disaster Management and CEO ASDMA, Dispur, Guwahati — 6 for favour of kind information.
2. The Principal Secretary, Karbi Anglong Autonomous Council, Diphu, Karbi Anglong for favour of kind information
3. The Deputy Director, Information & Public Relations Department, Diphu Karbi Anglong for favour of kind information & he is requested to publish in Media of Karbi Anglong.
4. The District Employment Officer, Diphu, Karbi Anglong with a request to put the Advertisement in the office Notice Board.
5. The DIO, NIC, Diphu for publishing the advertisement and detailed guidelines on the district website.
6. Notice Board, O/o District Commissioner Office, Diphu, Karbi Anglong.


District Commissioner cum Chairperson
District Disaster Management Authority (DDMA)
Diphu, Karbi Anglong