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GOVERNMENT OF ASSAM

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OFFICE OF THE DISTRICT COMMISSIONER:: WEST KARBI ANGLONG:: HAMREN

dc.westkarbianglong@gov.in

197525 File No.: NAZ/104/2026-NAZ-WKA/ 649529

31 October 2026

ADVERTISEMENT

Applications are invited for temporary engagement of 1(One) no. of Co-ordinator FRA and 1 (One) no. of MIS Assistant /Assistant FRA under, West Karbi Anglong, Assam for a period of 12 months for **Forest Rights Act (FRA)Cell.**

Eligibility criteria:

1. The candidate must be a citizen of India, preferably a resident of the state of Assam.
2. Age limit: Shall not be less than 21 years and not more than 35 years as on 01-01-2026.

Essential Qualifications for Coordinator FRA

- Post Graduate in any discipline recognized institutions with Masters in Geography/ MSW will be given preference.
- Preference shall be given with diploma in Geographic Information Systems (GIS) and Remote Sensing
- Knowledge of basic IT/Computer Applications.
- Experience: Work experience Tribal Affairs will be preferred.
- Proficiency in local language will be an added advantage.

Essential Qualifications for MIS Assistant /Assistant FRA A

- Graduate in any discipline from recognized institutions.
- Preference shall be given with diploma in Geographic Information Systems (GIS) and Remote Sensing.
- Minimum a Diploma in Information Technology (IT)/Computer Application.
- Experience: Minimum 2 years' domain experience in the area of large-scale data processing and management.
- Age: Not more than 35 years.
- Proficiency in local language will be an added advantage.

Remuneration: Consolidated monthly remuneration

1. Co-ordinator (FRA) = Rs. 35,000/- per month
2. MIS Assistant /Assistant FRA = Rs. 25,000/- per month.

Desired Skills:

1. Prior experience in Government/Private sector in the field of development and project management at National/State Level Schemes or Projects.
2. Proficient data analysis and presentation skills, along with Project Management capabilities.
3. Conversant with use of social media.

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Submission of Application: The duly filled-in application in Standard Application Format along with self-attested copies of all relevant testimonials, educational qualifications, age proof, experience certificates, and a recent passport-sized photograph must be submitted in the Drop Box placed in the Office of the District Commissioner, West Karbi Anglong during office hours on or before **07/11/2026** Applications received after the last date and time will not be entertained.

Terms and Conditions:

1. The engagement shall be purely temporary and contractual in nature for a period of 12 (Twelve) months only.
2. The candidate must submit educational qualification certificates and mark sheets (from HSLC onwards)
3. The candidate must possess valid Employment Exchange Registration Certificate of the State of Assam.
4. The contractual engagement will automatically stand terminated on completion of the contractual period without any prior notice.
5. The selected candidates shall not have any claim for regular appointment / absorption under Government service by virtue of this contractual engagement.
6. The remuneration mentioned against each post is fixed and consolidated. No other allowances or benefits shall be admissible.
7. The candidate must be an Indian Citizen as defined under Articles 5 to 8 of the Constitution of India.
8. The age of the candidate shall not exceed 35 years as on 01/01/2026.
9. Preference shall be given to candidates having prior work experience in Government projects/schemes related to Tribal Welfare, Rural Development, MIS management, data handling, or implementation of Forest Rights Act (FRA).
10. Candidates must furnish self-attested copies of all testimonials relating to educational qualification, age, caste (if applicable), experience, and computer proficiency along with the application.
11. Incomplete applications or applications without supporting documents shall be rejected summarily.
12. The authority reserves the right to: Accept or reject any application without assigning any reason thereof; Modify/cancel the advertisement or recruitment process at any stage; Increase or decrease the number of posts depending upon administrative requirement.
13. Shortlisted candidates shall be called for interview/test through official notification/communication only. No TA/DA will be admissible for appearing in the selection process.
14. The selected candidates will have to join immediately after issuance of engagement order, failing which the candidature may be cancelled.
15. The place of posting shall be the Office of the District Commissioner, West Karbi Anglong or any other place within the district as decided by the authority.
16. During the period of engagement, the candidate shall maintain absolute integrity, discipline, and devotion to duty.
17. Any form of canvassing directly or indirectly will lead to disqualification of candidature.
18. The decision of the Selection Committee/Competent Authority in all matters relating to eligibility, selection, and engagement shall be final and binding.

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Note:

1. Selection will be on the basis of Interview/Personality Test/Skill Test will carry a maximum of 100 marks below.

Sl No.	Test/Task	Duration	Marks
1	Writing Skill - A description on a topic to be given on spot (200 words)	15 mins	25
2	A brief Power Point Presentation of 6 slides maximum on Forest Rights Act	15 mins	50
3	Computer/IT skill and Personality Test	5 mins	25
Total			**100**

Important: Test for selection will be held at 10:30 AM on 12/11/2026 in the office of the District Commissioner, West Karbi Anglong, Hamren.

District Commissioner
West Karbi Anglong, Hamren
District Commissioner
West Karbi Anglong, Hamren

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Copy to:

1. The D.I.P.R.O., West Karbi Anglong, Hamren for information and necessary action. He is requested for wide publication in the leading News papers.
2. The D.I.O., NIC, West Karbi Anglong for information and necessary action. He is requested to upload the notice in the district web portal.
3. Notice Board.

District Commissioner
West Karbi Anglong, Hamren
District Commissioner
West Karbi Anglong, Hamren

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