

GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF SOIL CONSERVATION, ASSAM
BHUMI SHANGRAKSHAN BHAWAN R. G. BARUAH ROAD, GHY-05
:::soilconservationassam@gmail.com:::

Office Order No. 253

Date: 1/02/2021

NOTIFICATION FOR RECRUITMENT OF GRADE III & Grade-IV 2021

- 1) Opening Date of Online Application: 03/02/2021
- 2) Closing Date of online application form: 12/02/2021
- 3) **MODE OF EXAM:** OMR Based examination.
- 4) **ONLINE WEBSITE FOR FILLING APPLICATION:** www.soildirectorate.assam.gov.in/soilrecruitment.in
- 5) **EXAMINATION FEES:** No Examination fees.
- 6) **EXAM PURPOSE:** For the recruitment of **Grade III and Grade-IV** staffs in the various Offices of Soil Conservation Department, Assam.
- 7) **TOTAL NOS. OF POST:** 143 Nos.
- 8) **POST DETAILS :**

Sl. No	Name of the Posts.	Grade	Nos. of Posts (Nos.)	Scale of Pay/Pay Band	Reservation	Minimum Educational Qualification Required
1.	Junior Assistant(H.Q.)	III	6	Rs. 14,000-60,500 + Grade Pay Rs. 6200/-P.M Pay Band 2	UR = 3 OBC/MOBC= 2 SC = 1	Graduate in any discipline with 6 Months Diploma in Computer Applications with English and Assamese Typing.
2.	Junior Assistant(D/L)	III	16	Rs. 14,000-60,500 + Grade Pay Rs. 6200/-P.M Pay Band 2	UR = 10 OBC/MOBC= 3 SC =2 STP =1	Graduate in any discipline with 6 Months Diploma in Computer Applications with English and Assamese Typing.
3.	Soil Conservation Demonstrator(Jr.)	III	5	Rs. 14,000-60,500 + Grade Pay Rs. 6200/-P.M Pay Band 2	UR = 5	HSSLC Passed
4.	Soil Conservation Field Worker	III	85	Rs. 14,000-60,500 + Grade Pay Rs. 5600/-P.M Pay Band 2	UR = 47 OBC/MOBC= 27 STP =4 SC =7	HSLC Passed
5.	Surveyor	III	7	Rs. 14,000-60,500 + Grade Pay Rs. 6200/-P.M Pay Band 2	UR = 3 OBC/MOBC= 2 STP =1 SC =1	HSLC Passed with Diploma in Surveyorship from Govt. ITI or

Sl. No	Name of the Posts.	Grade	Nos. of Posts (Nos.)	Scale of Pay/Pay Band	Reservation	Minimum Educational Qualification Required
						any other Govt. recognised institution.
6.	Stenographer(U/Q)	III	1	Rs. 14,000-60,500 + Grade Pay Rs. 6200/-P.M Pay Band 2	STP =1	HSSLC Passed with Diploma in Stenography from Govt. ITI or any other Govt. recognised institution with minimum speed of 80WPM in English Shorthand with basic Computer Knowledge.
7.	Foreman	III	1	Rs. 14,000-60,500 + Grade Pay Rs. 8700/-P.M Pay Band 2	UR = 1	HSLC Passed with Diploma in Electronics/Mechanical from Govt. ITI or any other Govt. recognised institution.
8	Electrician	III	1	Rs. 14,000-60,500 + Grade Pay Rs. 6200/-P.M Pay Band 2.	UR = 1	HSLC Passed with Diploma in Electrician Trade from Govt. ITI or any other Govt. recognised institution.
9	Plantation Mali	IV	3	Rs. 12,000-52,000 + Grade Pay Rs. 3900/-P.M Pay Band 1	UR=1 OBC=1 SC=1	Class VIII Passed
10	Peon	IV	5	Rs. 12,000-52,000 + Grade Pay Rs. 3900/-P.M Pay Band 1	UR=3 ST(P)=1 SC=1	Class VIII Passed
11	Chowkidar	IV	5	Rs. 12,000-52,000 + Grade Pay Rs. 3900/-P.M Pay Band 1	UR=2 OBC=2 SC=1	Class VIII Passed
12	Khalashi	IV	4	Rs. 12,000-52,000 + Grade Pay Rs. 3900/-P.M Pay Band 1	UR=2 OBC=1 SC=1	Class VIII Passed
13	Handiman	IV	3	Rs. 12,000-52,000 + Grade Pay Rs. 3900/-P.M Pay Band 1	UR=1 OBC=1 SC=1	Class VIII Passed
14	Dak runner	IV	1	Rs. 12,000-52,000 + Grade Pay Rs. 3900/-P.M Pay Band 1	SC=1	Class VIII Passed

N.B. Reserve for PWD- 4%, EWS-10%, RFW-30% in all categories will be filled up as per Rule.

Connotations: UR: Unreserved/ RFW: Reserve for Women/OBC: Other Backward Class/ MOBC: More Other Backward Class/ EWS: Economical Weaker Section/ STP: Schedule Tribe Plain/ STH: Schedule ,Tribe Hills/ SC: Schedule Caste/ PwD: Person With Disabilities/S.C.:Soil Conservation/Govt.:Government/ WPM:Word per Minute.

NB: Govt. Servant joining the service of the State Govt. on or after 1st February 2005 (01/02/2005) shall not be governed by the existing Assam Service (Pension) Rules 1969 and orders issued there under from time to time. So far their Pension and other retirement benefits are concerned they will be Governed by a new set of Pension Rules, which are already formulated with the contributory Pension Scheme announced by the Govt. of India vide No. 25014/14/2001-AIS(II) dated 03/09/2009.

9) ELIGIBILITY

The candidate must satisfy the following criteria.

- A. NATIONALITY:** Candidate must be citizens of India as defined in the Articles 5 to 8 of the Constitution of India and permanent resident of Assam.
- B. AGE LIMIT:** The Candidate should not be less than **18** years and not above **40** years for all the mentioned posts.
- C. UPPER AGE RELAXATION CATEGORY WISE:** Reservation in the upper age limit is provided to candidates belonging to reserved categories:

CATEGORIES	RELAXATION IN AGE (IN YEARS)	OM
SC/ST (P)/ST (H)	5	As per Govt. rule
OBC/MOBC	3	As per Govt. Notification No. ABP.6/2016/9, Dated:25/04/2018
PwD	10	As per Govt. notification No.ABP.144/95/121 dated 28/10/2015 irrespective of SC/ST/OBC and UR

10) RECRUITMENT PROCESS:

A. RELEASE OF APPLICATION FORM:

Application form will be released online on **03/02/2021** in the website www.soildirectorate.assam.gov.in . Candidates have to fill the application form online through the link soilrecruitment.in in the website www.soildirectorate.assam.gov.in . Before filling read the Instructions/guidelines. After successfully submitting the application,

candidates can then download the registration / application slip with ID No., for future reference. Candidates can also use the link soilrecruitment.in for any query/clarification etc.

B. ISSUE OF ADMIT CARD:

Candidates will be able to download the Admit Card / Call Letter for written test from link soilrecruitment.in in the website www.soildirectorate.assam.gov.in/soilrecruitment.in by entering their ID number. The information will be uploaded in the website and also SMS notification will be sent to the candidates on their registered mobile numbers. The department will not be responsible for any discrepancies that may arise due to entry of wrong mobile number and email address by the candidate.

C. WRITTEN TEST:

Candidates who applied for **Grade-III** and whose applications are found correct in all respects will be called for a Written Test, which will be conducted in the District Headquarters or any other convenient venue(s) depending upon the number of candidates. The candidates will have to appear for the Written Test in the venue mentioned in his/her Admit Card. However, the Chairman of Selection committee, Assam reserves the right to change the venue (s) of the test as per convenience and no representation etc. will be entertained in this regard.

The duration of the Written Test will be of 2 hours on the subjects as given below. The test will be of 100 marks with 100 questions and will be completely OMR based. Each question will carry 1 (one) mark. The candidates will have to use black ball pen to answer the OMR based answer sheet.

C. (i) SYLLABUS OF WRITTEN EXAMINATION:

SL. NO	SUBJECT	TOTAL MARKS	DURATION OF EXAM
1	General Mathematic	25 Marks	2 Hours
2	General English	25 Marks	
3	General Reasoning	25 Marks	
4	General awareness/General knowledge and Current affairs	25 Marks	
	TOTAL	100 Marks	2 Hours

C. (ii) Candidates who applied for **Grade-IV** and whose applications are found correct in all respects will be called for written test consist of 50 marks covering general awareness/general knowledge/current affairs/general English/general mathematics of Class VIII standards syllabus. The duration of the Written Test will be of 1 hour. Each question will carry 1 (one) marks and is completely OMR

based examination. The candidates will have to use black ball pen to answer the OMR based answer sheet.

D. PROFICIENCY TEST: (for Grade-III posts)

Selected candidates (four times of the relevant vacancies) in the written test will be called for proficiency test. The candidates have to produce the original copy of the Computer Diploma/Stenography Diploma ,2 (Two) copies of passport size photograph. Candidates failing to bring the originals documents will not be considered to sit in the Proficiency Test. The Proficiency Test will be “Computer test” in case of Junior Assistants (HQ & DL) and “Stenography test” in case of Stenographer consisting of total 15 Marks for each category of post.

E. SYLLABUS OF PROFICIENCY TEST (for Grade-III posts)

SL.NO	POST	SUBJECT	MARKS
1	Junior Assistant (Head Quarter)	Computer Test (MS-OFFICE)	15
2	Junior Assistant (District level)	Computer Test (MS-OFFICE)	15
3	Stenographer (Under qualified)	Stenography Test	15

F. DECLARATION OF FINAL RESULT: (for Grade-III posts)

Based on the aggregate performance of the candidates in the Written Test & Proficiency Test as applicable, the Final Merit list will be prepared by following marking pattern.

Sl. No	Name of post	Marks Allotted			Total Marks Obtained
		Written test	Proficiency Test		
			Exam Pattern	Marks	
1	Junior Assistant (Head Quarter)	100	Computer Test	15	115
2	Junior Assistant (District level)	100	Computer Test	15	115
3	Stenographer (Under qualified)	100	Stenography Test	15	115
4	Soil Conservation Demonstrator(Jr.)	100	N/A	0	100
5	Soil Conservation Field Worker	100	N/A	0	100
6	Foreman	100	N/A	0	100
7	Electrician	100	N/A	0	100
8	Surveyor	100	N/A	0	100

***N/A- Not Applicable**

H. DECLARATION OF FINAL RESULT: (for Grade-IV posts)

Final Result will be uploaded in the website/ published in the newspapers/displayed in the Notice Boards etc.

N.B: In case of a tie in marks in the written test, the candidate with higher marks in minimum required academic educational qualification will be placed higher in the merit list.

Final Result will be uploaded in the website/ published in the newspapers/displayed in the Notice Boards etc.

N.B: In case of a tie in marks in the written or proficiency test, the candidate with higher marks in minimum required academic educational qualification will be placed higher in the merit list.

12. GENERAL INSTRUCTIONS TO THE CANDIDATES:

- (i) Canvassing directly or indirectly shall render such candidates unfit for the post.
- (ii) No TA / DA will be admissible to candidates for the journey and stay at any stage of the recruitment process.
- (iii) The selection list confers no right to appointment unless the department is satisfied about suitability of the candidate after a thorough medical examination and verification of all essential documents for eligibility as may be considered necessary before appointment to the service / post.
- (iv) The Selection Committee reserves the right to make changes or cancel or postpone the recruitment process on specific grounds.
- (v) Fake documents / false information/misrepresentation of facts shall lead to rejection if detected at any stage before/after appointment and shall make the candidate liable to criminal proceeding as per existing law.
- (vi) The number of vacancies is subject to change and appointment to such vacancies will be decided by the Competent Authority at the time of appointment, based on merit, category wise as per the final merit list.
- (vii) The final appointment after selection is subject to satisfactory Police Verification Report and Final
- (viii) Medical Examination Report as per existing norms. In case Police Verification Report or Final Medical Examination Report is found unsatisfactory, the candidature of such candidates will be rejected outright.
- (ix) The Rules & Regulations, terms & conditions of the department will be applicable.
- (x) Permanent Residence Certificate of Assam & Employment Registration Card must be produced in the Application form.
- (xi) The appointing authorities should, in the offer of appointment to the candidates claiming to be belonging to EWS, include the following clause: -
"The appointment is provisional and is subject to the Income and Asset Certificate being verified through the proper channels and if the verification reveals that the claim to belong to EWS is fake/false the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of fake/false certificate".
- xii) In view of the urgency & time bound nature of works, the stipulated time for receiving the application in the portal has been restricted to 10 (ten) days in place of normal time period of 21 (twenty one) days.
- xiii) The candidates belonging to male/female/transgender, who fulfill all the terms and conditions of the advertisement in respect of the posts shall be entertained. Others need not to apply.
- xiv) Declaration in Form "A" under rule 5(I) of the Assam Public Services

(Application of Small Family Norms in Direct Recruitment) Rules, 2019 is mandatory. Specimen copy will available in the link **[soilrecruitment.in](http://www.soildirectorate.assam.gov.in)** of www.soildirectorate.assam.gov.in.

Chairman of Selection Committee
for recruitment of Grade III &IV
Soil Conservation Department, Assam

Memo No. EST-373/Pt-IV/2020-21/ 5604-5608

Dated...01-02-2021

Copy to:-

Copy to:-

- (1) The Secretary to the Govt. of Assam, Soil Conservation Department, Dispur, Guwahati-06 for favour of kind information and necessary action.
- (2) The Director of Information & Public Relations, Assam, Dispur, Guwahati-06 for kind information and necessary action. He is requested to publish the above Advertisement at least in the 2 (two) esteemed daily newspaper (both in Assamese & English).
- (3) The Secretary, Assam Higher Secondary Education Council, Bamunimaidam, Guwahati-781021 for information and necessary action.
- (4) The Director Employment & Craftsman Training, Assam, Rehabari, Guwahati-781008 for favour of his information.
- (5) Sri Ruben Basumatary, Computer Operator. He is Directed to upload the Advertisement and Notification in the Departmental Website.
- (6) The Office Order Book.

Chairman of Selection Committee
for recruitment of Grade III &IV
Soil Conservation Department, Assam