



**GOVT. OF ASSAM,
OFFICE OF THE DISTRICT COMMISSIONER:: NAGAON
(PERSONNEL BRANCH)
Email: dc-nagaon@nic.in**

ADVERTISEMENT

e-File No.14322/75 = In pursuance of approval accorded by the Joint Secretary to the Govt. of Assam, General Administration Department vide letter No E-732665/3 dated.- 22/12/2025, applications are hereby invited in prescribed format (**Assam Gazette Part IX**) for the post of "**Administrative Officer**" in the amalgamated establishment of the District Commissioner, Nagaon, in the Pay Band Rs.22,000/- to Rs.97,000/- Grade Pay Rs.11,500/- per month plus other allowances as admissible as per the provisions of the Assam Services (ROP) Rules, 2017 and amendments thereof, and under "The Assam Ministerial District Establishment Service rules. 1967 as amended.

The candidate must have served at least 15 (fifteen) years in any of the District Commissioners' establishment in Assam and must fulfil the **eligibility conditions and have experience in different branches in General and in the Establishment branches in particular as per "The Assam Ministerial District Establishment Service (Amendment) Rules, 2009**. The applicant must have possessed a Graduate Degree in any discipline from a recognized university in India

Applications stating age, educational qualification, present and permanent address and experience in different branches supported by attested copies of certificate, a copy of recent passport size photograph along with Annual Confidential Report of last 5 (five) consecutive years should reach this office of the undersigned on or before **31/03/2026** positively

Applications should be submitted through proper channel with service particulars to the District Commissioner, Nagaon. No application will be entertained after 31/03/2026.

Selection will be done by Government in General Administration Department as per the Assam Ministerial District Establishment Service Rules, 1967 and the Assam Ministerial District Establishment Service (Amendment) Rule, 2009.

Digitally signed by
DEVASHISH SHARMA
District Commissioner
Nagaon

Memo e-File No.14322/75 (A)

Copy for information and necessary action to:

1. The Commissioner & Secretary to the Govt. of Assam, General Administration (B) Department, Dispur for kind information.
2. The Director of Information and Public Relation, Assam, Guwahati with a request to publish the Advertisement.
3. All District Commissioners in the State of Assam. They are requested to circulate the advertisement for attention of the eligible candidates.
4. The Co-District Commissioner, Raha/Kaliabor for information and necessary action.
5. All Circle Officers, Nagaon for information and necessary action.
6. The DIPRO, Nagaon for information and requested make necessary arrangement for wide publicity of the said advertisement through Local Channels of Electronic Media/ Leading English & Assamese News Papers.
7. The DIO, NIC, Nagaon for information and take necessary steps to upload the same in District website.
8. All Branches of DC's Office, Nagaon
9. Office Notice Board.

**(e-Signed)
District Commissioner
Nagaon**