

WALK-IN-INTERVIEW NOTICE

Applications are invited from eligible Indian citizens for engagement on a purely temporary and contractual basis for the post of GIS Assistant in the Margherita Revenue Circle under the Office of the Co-District Commissioner, Margherita. Interested candidates possessing the requisite qualifications may appear in the Walk-in-Interview as per the schedule given below.

Name of the Post	No. of Posts	Period of Engagement	Remuneration
GIS Assistant	01 (one)	11 Months	Rs. 25,000.00 (fixed)

Schedule of Interview:**Date:** 07.07.2026**Time:** 09:30 A.M.**Venue:** Conference Hall, Office of the Co-District Commissioner, Margherita

Interested candidates are required to appear before the Selection Committee with a detailed Bio-data, one recent passport-size photograph, proof of address, and original as well as self-attested copies of all relevant certificates, mark sheets, experience certificates and other supporting documents.

Educational Qualification:

Bachelor's Degree in Geography, Geology, Mathematics, Geo-informatics, Physics, Computer Science or any related discipline with Certificate/Diploma in GIS & Remote Sensing or Geo-informatics.

OR

M.Tech./M.Sc. in GIS & Remote Sensing/Geo-informatics, MCA, M.A./M.Sc. in Geography, Geology, Mathematics or Environmental Science with Geo-informatics as one of the subjects, or Certificate/Diploma in GIS, Remote Sensing or Geo-informatics.

Desirable Qualifications:

- 1 Proficiency in GIS software such as ArcGIS, QGIS, Global Mapper and other industry-standard GIS applications.
- 2 Familiarity with spatial data formats such as Shapefiles, GeoJSON, KML and coordinate systems.
- 3 Knowledge of geospatial analysis, image processing techniques, drone survey-based data collection and development of geospatial databases.
- 4 Effective communication and teamwork skills.
- 5 Ability to work independently and prioritize assignments effectively.
- 6 Prior experience or internship in GIS-related assignments shall be preferred.

Experience:

- 1 Preference shall be given to candidates possessing a minimum of 02 (two) years of relevant work experience.
- 2 Preference shall be given to RCCC-trained candidates possessing the requisite educational qualifications and adequate command over GIS applications.

Required Skills:

- 1 Proficiency in Arc Desktop, ArcGIS Pro, AutoCAD and Global Mapper.
- 2 Proficiency in MS Word, MS Excel, MS PowerPoint, Google Docs and Google Spreadsheets.
- 3 Fluency in Assamese, Hindi and English.

Duties and Responsibilities:

The selected GIS Assistant shall assist the Circle Officer, Margherita Revenue Circle, in matters relating to land administration, GIS-based mapping, geospatial data management, and other official works assigned by the Co-District Administration from time to time.

Terms and Conditions

- 1 The engagement shall be purely temporary and contractual in nature for a period of 11 (eleven) months.
- 2 The selected candidate shall have no claim for regular appointment under the Government.
- 3 No TA/DA shall be admissible for appearing in the Walk-in-Interview.
- 4 No accommodation shall be provided for attending the interview.
- 5 The Co-District Commissioner, Margherita reserves the right to cancel, modify or postpone the recruitment process at any stage without assigning any reason thereof.

Sd/Co-District Commissioner**Margherita Co-District**