

OFFICE OF THE ASSISTANT COMMISSIONER DEVELOPMENT DISTRICT REASI

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Advertisement Notice

Applications in the prescribed performa (**Annexure-A**) are invited from the eligible candidates for engagement as Data Entry Operators (DEOs) at Panchayat level in Rural Development Department District Reasi on need basis on a consolidated sum of Rs.8000/- per month under **Rajiv Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA)** Scheme:-

S. No.	Name of Block	Name of Panchayat	Vacancy for the post of DEO
1	Arnas	Dhanour	1
2		Kanthan	1
3		Judda/B	1
4	Bamagh	Sujjandhar	1
5		Lamsora	1
6	Chassana	Kunderdhan-B	1
7		Sherghari	1
8		Manjikote	1
9		Neosi	1
10		Chassana-B	1
11	Gulabgarh	Nehoch	1
12		Dewal-B	1
13	Jij Bagli	Gari	1
14		Jij-B	1
15	Katra	Kanjali	1
16		Kotli Bajalian	1
17		Aghar Jitto	1
18	Mahore	Mahore-B	1
19		Bathoie-A	1
20		Jamsalan-A	1
21		Sarh U-B	1
22		Sarh-Lower	1
23		Shajroo-A	1
24		Badder	1
25	Panthal	Panthal	1
26		Dadura	1
27	Pouni	Bhambla	1
28		Dub Khalsa	1
29		Kahna	1
30		Pouni	1
31	Reasi	Mari-B	1
32		Kotli Manotrian-A	1
33		Sirla	1
34	Thakrakote	Thakrakote	1
35		Dharan	1
36	Thuroo	Thuroo-A1	1
37		Thuroo-A2	1
38		Thuroo-B	1
Total			38

Terms & Conditions

1. The arrangements shall be co-terminus with the scheme.
2. The arrangements shall be made at Panchayat level and the candidates belonging to concerned Panchayat shall only be considered.

The applicants shall submit their application Forms on the prescribed format (**Annexure "A"**) to the office of The Assistant Commissioner Development Reasi by or before **25th of October 2014 (4:00 PM)**. No application form shall be entertained or accepted after the expiry of the date.

Qualification and Eligibility:-

1. The minimum prescribed qualification required for the post is 10+2 and 06 Months Computer Course from a recognized institution. Additional weightage shall be given to the higher qualification viz 'O' level Degree in Computer/Bachelor/Master Degree in Computer.
2. The age of the applicant as on 01.01.2014 should not be less than 18 years and not more than 37 years in case of open merit candidates and 40 years in case of SC/ST/ALC/OBC category candidates.
3. Any act of indiscipline or moral turpitude shall render the incumbent liable for termination.
4. In case large numbers of candidates apply for the post, the department has a right to go for short listing of the candidates on the basis of academic merit in the ratio of 1:5.
5. The candidates shall bring original documents at the time of interview, however the candidates are advised to attach photocopy of following documents with application.
 - a) Date of Birth Certificate
 - b) Permanent Resident Certificate.
 - c) Residence Proof of the Panchayat.
 - d) Character Certificate from the Competent Authority.
 - e) Physical Fitness Certificate.
 - f) Additional qualification Certificate (Academic/Technical)
 - g) Experience Certificate if any.
6. The arrangement shall be purely contractual linked inextricably to the availability of funds under Rajeev Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA). The engagement in the first instance shall be made for period of six months.
7. The applicant will have no any right of permanent engagement or claim of continuation. The engagement can be discontinued without any prior notice.
8. The arrangement can however be dispensed with before the expiry of the period of contract in case of unsatisfactory performance of the candidate on laid down parameters.
9. The applications not found in accordance with the above mentioned terms and conditions during scrutiny shall not be considered.
10. Already terminated candidate from the department cannot apply.

No: ACDR/14-15/RGPSA/COR/224/5744-49
Dated:-26-09-2014


Assistant Commissioner Dev.
Reasi

Copy for information to the:-

1. ***Director, Rural Development Department, Jammu for favour of information.***
2. ***District Development Commissioner, Reasi for favour of information.***
3. ***Director Information J&K Jammu with the request to publish the advertisement notice in at least two daily leading Newspapers for wide publication on two consecutive days.***
4. ***Director, Doordarshan, Jammu with the request to telecast the advertisement notice for information of all concerned.***
5. ***Director, Radio Kashmir, Jammu, with the request to broadcast the advertisement notice for information of all concerned.***
6. ***Assistant Director Employment, Reasi for wide publicity.***
7. ***Block Development Officer Arnas/Bamagh/Chassana/Gulabgarh/Jij Bagli/Katra/Mahore/Panthal/Pouni/Reasi/Thakrakote/Thuroo for information and with the request to give wide publicity through concerned PRIs.***

(Annexure-A)

**APPLICATION FOR APPOINTMENT AS DATA ENTRY OPERATOR UNDER RGPSA
(DISTRICT REASI)**

In response to the advertisement published in _____ Applications are invited from eligible candidates for the engagement as Data Entry Operator under RGPSA on need basis in the District Reasi.

I hereby Submit my particulars:-

1. Name of the post for which applied _____
2. Advertisement notice No. _____ Date _____
3. Name of the candidate (in capital letters) _____
4. Father's Name _____
5. Date of Birth _____
6. Category (SC/ST/ALC/OBC) _____
7. Contact No. (Mb.) _____
8. Block _____
9. Panchayat _____
10. Permanent Address, _____

11. Marital Status _____
12. District _____ Pin code No. _____
13. Mailing Address _____

Attested
Photograph

14. Educational qualification (from matriculation & onwards)

S. No.	Qualification	University/Board/ Institution	Year of Passing	Marks Obtained	Percentage

15. Additional qualification.

S. No.	Qualification	University/Board/ Institution	Year of Passing	Marks Obtained	Percentage

16. Experience if any _____

17. Enclosure:-

Attested Photocopies of

1. _____ 4. _____
2. _____ 5. _____
3. _____ 6. _____

DECLARATION

You will be required to supply documentary evidence, which supports the statements you have made above.

Date:-
Place:-

Signature of the candidate.

*******ACKNOWLEDGEMENT*******

S. No. _____

Received an application form for the Post of _____ from Mr./Ms/ _____

S/D/W/o _____ R/o _____ on dated _____.