



**OFFICE OF THE
DEPUTY COMMISSIONER &
DISTRICT PROGRAMME COORDINATOR, MGNREGS
EAST GARO HILLS, WILLIAMNAGAR**

Email : eghnregacell@gmail.com



Memo No: DRDA/EGH/DEO/10/2014/ 194

Dated Williamnagar the 25th July, 2022

ADVERTISEMENT

Applications are hereby invited from the residents of Meghalaya, for the following post under PMAY-G on contractual basis for one year extendable subject to satisfactory performance. The applicants should submit their applications in standard form along with Xerox copy of their Bio Data & Testimonials, Educational Qualification, 1 (one) passport size photographs and address for communication to the MGNREGS Cell, DRDA, East Garo Hills, Williamnagar on or before **05th August 2022** and thereafter application will not be entertained. Practical Test on Computer skill will be held on **09th August 2022** from 11.00 am onwards and short listed candidate for Personal interview will be held on **12th August 2022** from 11.00 am in D.C's Office Chamber. Relevant document in original should be brought at the time of personal interview.

No. TA/DA will be entertained to candidates appearing for the interview.

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| <u>Name of Post</u> | : Data Entry Operator (D.E.O). |
| <u>Minimum Qualification</u> | : Graduate in any Discipline with 1(one) year Diploma Course in Computer Application and knowledge in internet surfing. Preference will be given to candidate having 3 (three) years diploma in computer application from Polytechnic Institution. |
| <u>Upper Age Limit</u> | : 35 years as on 1 st January 2022. |
| <u>No. of Post</u> | : 1 (One) |
| <u>Fixed Honorarium</u> | : 12,000/- per month. |
| <u>Nature of Works</u> | : Online data Entry of PMAY-G scheme and other official works that may be assigned from time to time. |

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*Deputy Commissioner & Chairman
District Rural Development Agency
East Garo Hills, Williamnagar.*

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Copy to:-

- 1) DIO, NIC, East Garo Hills, with a request to upload in District Website (eastgarohills.gov.in).
- 2) BDO Samanda/Songsak & Dambo Rongjeng C&RD Block for information & wide publication in respective block.
- 3) Office Notice Board.
- 4) Office file.


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District Rural Development Agency
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