No. SVRK/GIS/10/2024/107-109

# Advertisement

Consequent upon the vacancies that have arisen under Sivasagar District for 3 (three) posts of GIS Assistant, one each for Sivasagar, Nazira, and Demow Revenue Circles, a Walk-in Interview is scheduled to be held on 11th November, 2025, from 11:00 a.m. onwards at the office of the District Commissioner, Sivasagar, for selection and engagement on a contractual basis under "Mission Basundhara."

**Eligibility criteria for GIS Assistant :-**

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| 1 | Job Responsibilities | • Digitization of geospatial data of Cadastral and Non-cadastral villages.<br>• Perform quality assurance checks on GIS data to ensure accuracy and completeness.<br>• Preparation of GIS-related reports, presentations and data visualizations.<br>• Stay up-to-date with GIS industry trends and best practices to enhance the organization's GIS capabilities.<br>• Provide GIS-related technical support to team members and end-users.<br>• Contribute to the documentation of GIS processes and procedures.<br>• Drone photo/HRSI interpretation etc.<br>• Any other data digitisation or computer related work assigned by the Circle Officer. |
| 2 | Age | Above **21 years** and not more than **45 years** as on **01.01.2025**. |
| 3 | Required Qualification | **Essential Qualification:**<br>• Bachelor's degree in Geography/Geology/Mathematics/ Geo-informatics Physics/Computer Science or a related field with Certificate Diploma in GIS & Remote Sensing or in Geo-informatics.<br>**Or**<br>• M.Tech./M.Sc. in GIS & Remote sensing / Geo-informatics.<br>• MCA/M.A./M.Sc. in Geography/Geology/Mathematics/ Environmental Science with Geo-informatics as one of the subject or Certificate or Diploma in GIS/Remote Sensing or Geo-informatics.<br>**Desirable Qualification**<br>• Proficiency in GIS software such as ArcGIS, QGIS, Global Mapper or other industry-standard applications.<br>• Familiarity with spatial data formats (e.g., Shape files, GeoJSON, KML) and coordinate systems.<br>• Knowledge of geospatial analysis, image processing techniques, data collection through drone survey and tools for development of geospatial data.<br>• Effective communication and teamwork skills.<br>• Ability to work independently and prioritize tasks effectively. Prior experience in a GIS-related role or internship is preferred but not mandatory. |
| 4 | Experience | • Preference will be given to candidates with relevant work experience of minimum 2 years.<br>• Preference will be given to the RCCC trained candidates, having requisite educational qualifications, with command over GIS. |
| 5 | Skills | • Proficiency in Arc Desktop, Arc Pro, AutoCAD, Global Mapper.<br>• Proficiency in MS Word, Excel, PowerPoint, Google Docs/ Spreadsheets and<br>• Fluency in Assamese, Hindi and English is required. |
| 6 | Remuneration | Rs. 25,000/- per month (fixed) |
| 7 | Documents needed in the Interview | 1. Detailed Curriculum Vitae.<br>2. Photo Identity & Address Proof.<br>3. Original Educational Certificates (HSLC onwards) for verification.<br>4. Work Experience Certificates<br>5. Photocopy of all the certificates, mark sheets, experience certificates etc. to be submitted in the interview. |
| 8 | Terms and conditions | 1. No TA/DA and official accommodation will be provided for appearing in the interview.<br>2. The offer is purely contractual and co-terminus with the end of the projects/requirement with no provision of regularization.<br>3. The District Commissioner, Sivasagar reserves the right to cancel/postpone the interview without assigning any reason thereof. |

**Sd/- District Commissioner**
**Sivasagar**

DIPR/D/AT/2339/5-Nov-25