



**GOVERNMENT OF ASSAM
GENERAL ADMINISTRATION (SECTT.-ESTT.) DEPARTMENT
DISPUR :: GUWAHATI-6.**

Block-A, Ground Floor, Janata Bhawan, sad.assam@gov.in, gad.assam.gov.in

eCF No.586572/18

Dated 19-12-2024

NOTICE

Applications are invited as per the enclosed prescribed format from the intending Multi Tasking Staffs (Gr.-IV employees) appointed by the General Administration (Sectt. Nazarat) Department of Assam Secretariat to fill up the post of Dispatch Rider of General Administration (Issue Branch) Department of Assam Secretariat (Civil) in the Scale of Pay of PB-2 14000-70000 + Grade Pay 5000/- plus other allowances as admissible under Rules. Seniority cum merit will be the criteria for selection.

The intending MTSs (Gr.-IV employees) may submit their applications to the undersigned on or before 31-12-2024 positively. No application received after this date will be entertained.

Signed by

Chandan Kakoti

Date: 19-12-2024 14:53:52

Deputy Secretary to the Govt. of Assam,
General Administration Department

Memo eCF No.586572/18-A

Dated 19-12-2024

Copy for information and necessary action to:

1. The Under Secretary, Chief Minister's Secretariat, Dispur, Ghy-06 with a request to bring this to the notice of the MTSs for their information.
2. The Section Officers, All Departments of Assam Secretariat, Dispur, Ghy-06 with a request to bring this to the notice of the MTSs for their information. .
3. The Deputy Secretary to the Govt. of Assam, GA (SN) Department, Dispur, Ghy-06.
4. P.S. to Commissioner & Secretary to the Govt. of Assam, GA Department, Dispur, Ghy-6
5. Content Manager, G.A. (Sectt.-Estt.) Department.

By order etc,

(e-Signed)

Deputy Secretary to the Govt. of Assam,
General Administration Department

APPLICATION FOR THE POST OF “DISPATCH RIDER”

1. **Name** :
2. **Present Post Held** :
3. **Date of Birth** :
4. **Date of Joining in the Secretariat Service** :
5. **Period of Service Rendered up to 31.11.2024** :
6. **Name of the Post in which Confirmed (Indicate the No. and Date of the Office Order)** :
7. **Valid Driving License Issued (Minimum 5 years Earlier)** :
8. **Experience as a Rider (if Any)** :
9. **Present Residential Address** :
10. **Whether Any DP/Court Case is Drawn/Pending Against the Applicant or Pending at Present** :
11. **If Answer to Point No.10 Above is Yes, Give Details** :

I hereby offer myself as a candidate for the post of “Dispatch Rider” and affirm that the information provided above is true to the best of my knowledge and belief. In the event that any of the statements are found to be false, I will be liable to any action that the Government may deem fit and proper.

Date :

Signature of Applicant