



**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.296344 /6

Dated Dispur, the 20th May, 2023.

NOTICE

In pursuance to the Govt. communication of the State Level Recruitment Commissions for Class-III and Class-IV Posts vide No.SLRC-G-III/61/Allotment of Deptt./2023, dated 06/05/2023 and No.SLRC-G-IV/Assam/Allotment of Deptt./2023-2024/01/4, dated 04/05/2023, it is for information to all concerned that Document Verification of the candidates selected for the following posts under General Administration Department(Secretariat Establishment/ Assam House/ Assam Bhawan), Dispur, Guwahati is scheduled as detailed below :-

Sl. No.	Name of Posts	Date	Time	Venue
1	Computer Operator (Class-III)	29/05/2023	2:00 P.M. Onwards	Gana Sewa Bhawan, Assam Secretariat, Dispur, Guwahati-6
2	Peon (Class-IV)	30/05/2023	10:00 AM onwards	
3	Stenographer (Class-III)	31/05/2023	2:00 P.M. Onwards	
4	Driver (Class-III)			
5	All Posts of Assam House/ Assam Bhawan			

- The candidates must attend the Document Verification process alongwith the original documents and self attested copy set of the following :-
 - a) Marksheet and Pass Certificate of HSLC, HS and Degree, if applicable.
 - b) HSLC Admit Card.
 - c) Certificate of Diploma in Computer Application, if applicable.
 - d) Caste Certificate, if applicable.
 - e) Employment Exchange Registration Certificate.
 - f) Copy of Online Application.
 - g) Admit Card of Interview, as issued by the respective Commission.
 - h) Identity Proof (Aadhaar Card/PAN Card/Voter ID Card).
 - i) 2 (Two) Passport Size Photographs.
 - j) EWS Certificate, if applicable.
 - k) Driving License, if applicable.
 - l) Notarized affidavit as per format enclosed in the Appointment Order.
 - m) Any other relevant document.
- Venue-wise list of candidates will be available in the official website of General Administration Department (<https://gad.assam.gov.in>)
- For any queries, the candidate may contact helpline no. 0361-2237475.
- Only the candidates shall be allowed inside the venue.

Sd/- Sandita Baruah Bora
Additional Secretary to the Govt. of Assam,
General Administration Department

Contd.

Memo eCF No. 296344/6-A

Dated Dispur, the 20th May, 2023.

Copy for information and necessary action to :-

1. The Director, Information and Public Relations, Assam, Dispur. He is requested to take immediate necessary action for publishing of this Notice in local daily Assamese, Bengali and English newspapers. Further, he is requested to forward one copy of each of such Notice to this Department for record.
2. Divisional Commissioners/ Deputy Commissioners/ Sub-Divisional Officers (Civil). They are requested to arrange Document Verification Process for the selected candidates (if any) allotted to their respective Establishment preferably on the same dates as mentioned above.
3. The P.P.S. to Hon'ble Chief Minister, Assam, Dispur, Guwahati-6.
4. The Secretary, Coordination to Chief Secretary, Assam, Dispur, Guwahati-6.
5. P.S. to Principal Secretary to the Govt. of Assam, General Administration Department, Dispur, Guwahati-6.
6. P.S. to Commissioner & Secretary to the Govt. of Assam, General Administration Department, Dispur, Guwahati-6.
7. Office copy.

By order, etc.



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