



GOVERNMENT OF MEGHALAYA

DISTRICT SELECTION COMMITTEE

SOUTH WEST KHASI HILLS DISTRICT:: MAWKYRWAT

Email:dc-swkh-meg@gov.in
Ph.

No.DSC.1/Vol-I/2024/2

Dated: Mawkyrwat, the 31st July, 2024

ADVERTISEMENT

The District Selection Committee, South West Khasi Hills District, Mawkyrwat invites online applications from genuine citizens of India for filling up of the following vacancies under South West Khasi Hills District. Interested candidates can apply via Online Mode from **2nd August, 2024** and the Last date for submission of application is **3rd September, 2024**. Candidates should furnish correct details while filling up the Application form. Mandatory fields are marked with *(asterisk) sign.

For further details candidates are requested to visit the website <http://southwestkhasihills.gov.in>.

*****IMPORTANT:**

- A. It is mandatory for the applicants to have acquired the requisite educational qualification(s) prescribed for the post, as on the last date fixed for submission of applications.
- B. The date on which an applicant is deemed to have acquired the requisite educational qualification shall be the Date on which the result of the last examination for such qualification/degree is declared by the Universities/Boards/Institutions.

LIST OF POSTS

Sl.No	Name of Post	Number Of vacancy(s)	Pay Level	Category of Post		Educational Qualification(s)/ Requirement
				UR	KJ & G	
1	2	3	4	5	6	7
1	Data Entry Operator	1	Level 5	0	1	HSSLC Passed or equivalent with a Diploma/Degree in Computer application
2	LDA	20	Level 5	4	16	SSLC Passed Computer know ledged with typing speed not less than 30 words per minute to be ascertained through technical test
3	Enumerator	1	Level 2	1	-	SSLC Passed
4	Grade - IV	15	Level 1	2	13	Class - VI Passed
5	Soil & WCFW	1	Level 2	1	-	Class -VIII Passed with Physically fit for hardardous tasks in the field

(Shri T.Lyngwa, IAS)

Deputy Commissioner cum Chairman
District Selection Committee
South West Khasi Hills District
Mawkyrwat

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NOTE:

- I. Candidates who want to apply are required to register themselves with District Selection Committee (DSC) through the website <https://southwestkhasiills.gov.in> using valid email ID. Registered candidates can apply by logging into their respective account using their registered email ID.
- III. In case of any problem being faced in the processing of the online application, applicants can contact the Office of the Deputy Commissioner, South West Khasi Hills District, NIC Branch directly in person or e-mail at dc-swkh-meg@gov.in or dio-swkh@nic.in along with their phone numbers.
- IV. **AGE LIMIT**

Age will be calculated with reference to **01.01.2024** and should have obtain the age of 18 years to 32 years. Upper age limit is relax able by 5 (five) years in case of SC/ST candidates. The date of birth to be accepted is as entered in the Matriculation/Secondary School Leaving Certificate or a certificate issued by the institutions recognized by an Indian University as equivalent to Matriculation or an extract from the official Registers duly certified by the appropriate authority of the Board of School Education. Proof other than these will not be accepted. No age bar in respect of regular Government employees, who entered Government service within the prescribed age limit.

V. RESERVATION OF VACANCIES (s)

The reservation of vacancies is as per the existing rules of the Government of Meghalaya. Including for person with Disabilities

For persons with Physical Disabilities (PWDs) age is relaxable by 10 years (15 years for ST/SC) and applicable to posts where reservation is admissible to PWDs as per Govt. Notification.

VI. PAYMENT OF FEES

Online Payments: Prescribed Fee of Rs.100.00 (Rs.50.00 for ST/SC) is required to be paid by using one of the following modes of payment available with the online application

- Internet Banking
- SBI/Other Banks
- Card Payment
- SBI ATM cum Debit Card
- Other Bank ATM cum Debit Card
- Credit Card

The Candidates has to pay an additional Bank Charges, which is fixed for each Mode of Payment. Candidates are advised to keep a copy of the Receipt after payment and produced later if required.

Person with Physical Disabilities (PWDs), Application/Examination fee is exempted subject to furnishing the Disability Certificate to the DSC.

The fee/amount once deposited shall not be refunded or adjusted against any other purpose. Candidates are advised to go through the instructions carefully before making online payments. The DSC will not be responsible for any errors that may arise due to the negligence of the candidates.

No Applications will be received after due date. Incomplete applications are likely to be rejected.

Government Employees are to produce NOC from the Appointing Authority when called for Personal Interview failing which candidature will be rejected.

VII. Method of Examination

Written Examination shall be as per the following syllabus

1. Grade IV post	
(a) General Knowledge (qualifying)	- 50
(b) Interview	- 50
	Total - 100 Marks

Other Posts

(a) General English	70 Marks
(b) Elementary Mathematics, /Elementary Science & Aptitude	130 Marks (including 30 marks for Aptitude)
(c) General Knowledge	70 Marks
(d) Interview	<u>30 Marks</u>
	Total 300 Marks

The Written Examination will be conducted on Multiple Choice OMR Based Test.

INSTRUCTIONS TO CANDIDATES

1. Applicants are advised to apply well in advance without waiting for the closing date.
2. The DSC reserves the right to increase or decrease the vacancies based on requirement.
3. All applications are to be supported with due relevant documents which may be called for at a later stage. Candidates applying for posts that require computer knowledge must possess relevant documents that provide evidence to support their computer knowledge. No application will be received after the due date. Incomplete applications will be out right rejected.
4. Government Employees are to produce NOC from the appointing authority when called for personal interview, failing which candidature will be rejected.
5. Candidates are required to register themselves with District Selection Committee (DSC) through the link given at the website <https://southwestkhasihills.gov.in> using valid email ID. The email ID will also be used for further correspondence by the office (DSC), if required. Please see the instructions given in the website for applying and payments.
6. A unique application code will be generated for each of the posts applied. This application code shall be used for all future correspondence with the office.
7. A candidate has to upload his/her recent colored passport sized photograph in JPG format with white background, along with the candidate's signature below as illustrated in the sample photo below. The digital size of each file must be less than 50KB. Candidates may check the detailed instructions on uploading of photograph and signature on Annexure I attached herewith.



8. Request for change /correction in any particulars in the application form shall not be

entertained after the submission of application under any circumstances. The DSC, South West Khasi Hills District will not be responsible for any consequences arising out of furnishing of incorrect and incomplete details in the application or omissions to provide the required details in the application form.

9. Candidates must appear for the written test/interview, etc, at their own expenses.
10. Selected candidates must be willing to serve in any part of South West Khasi Hills District.
11. Candidates are advised to keep track of their applications and any notice relating to the examination through the website <https://southwestkhasihills.gov.in>, Notice Board of the Deputy Commissioner, South West Khasi Hills District, SDO Civil Ranikor Sub-Division, Ranikor, Office of the Block Development Officer Mawkyrwat and Office of the Block Development Officer, Ranikor regarding rejection list, dates for written test, issuance of e-Admit Card and any other updates.
12. Individual call letters/admit cards will not be issued. Candidates has to download the call letter/admit card by themselves from the website. For any reason, if the candidate faces any problem, he/she may contact the NIC Branch, Office of the Deputy Commissioner, South West Khasi Hills District for assistance.
13. Candidates may also apply through Common Service Centers (CSCs).
14. Candidates may visit NIC Branch in the office of the Deputy Commissioner, South West Khasi Hills District for any guidance in filling the application online, or in case of any difficulty being faced for fee payment, etc.
- 15. Mobile phones and other electronic gadgets are strictly prohibited in the examination centre. Candidates found with the above noted gadgets may be debarred from sitting in the examinations.**
16. Admission at all stages of the recruitment process for which the candidates are admitted by the Commission will be purely provisional and is subject to satisfying the prescribed eligibility conditions. If, on verification at any stage of the recruitment process, it is found that applicants/candidates do not fulfill any of the eligibility conditions, their candidature for the post will automatically be cancelled by the DSC without notice.
- 17. As per letter No PER(AR)71/2024/11 Dt Shillong 18th July 2024 to expedite the conduct of the Examination process, all Applicants are allowed to appear in the examination and that the scrutinization of relevant documents shall be taken out only after the candidates have declared the screening test/written examination.**
- 18. Original Certificates will be sought only from those candidates who qualify for the Personal Interview. If a candidate does not furnish the original certificates to substantiate his/her educational qualification, his/her candidature will be cancelled and the DSC's decision in this regard shall be final. Candidates who have also not fulfilled the requisite qualification as on the last date of receipt of applications will not be eligible to apply for the post.**

DEBARMENT

1. Any candidate furnishing in correct information or making false declaration regarding his/her eligibility at any stage or suppressing any information is liable **to be debarred from appearing for any of the examinations conducted by the DSC**, South West Khasi Hills District and summarily their candidature for recruitment will be rejected.
2. The DSC, South West Khasi Hills District is vested with the duty of conducting recruitment and selection as per rules duly maintaining utmost secrecy and confidentiality in this process and any attempt by anyone causing or likely to cause breach of this duty in such manner or by such action as to violate or likely to violate the fair practices followed and ensured by the DSC will be sufficient cause for rendering such questionable means as ground for debarment.

3. If any candidate is or has been found to be impersonating or procuring impersonation by any person-or resorting to any other irregular or improper means in connection with his/her candidature for selection or obtaining support of candidature by any means, such a candidate may in addition to rendering himself/herself liable to criminal prosecution, will be liable to be debarred permanently from any exam or selection held by the DSC, South West Khasi Hills District
4. *Canvassing directly or indirectly will disqualify a candidate from his candidature.*

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Deputy Commissioner cum Chairman
District Selection Committee,
South West Khasi Hills District,
Mawkyrwat.

No.DSC.1/2006/2012/2-A,

Dated : Mawkyrwat, the 31st July, 2024

Copy to:-

1. The Deputy Commissioner, South West Khasi Hills District, Mawkyrwat.
2. The Director of Information & Public Relation, Shillong with a request to kindly publish the advertisement in 1 (one) issue of the Meghalaya Gazette, Shillong.
3. The Commissioner of Labour, Meghalaya, Shillong.
4. The Director of Agriculture, Meghalaya, Shillong.
5. The Director of Veterinary, Meghalaya, Shillong.
6. The Joint Director, Community & Rural Development, Shillong.
7. Under Secretary to the Govt. of Meghalaya, Civil Defence & Home Guards Department.
8. The Under Secretary to the Govt. of Meghalaya, Public Works Department, Shillong
9. The Under Secretary to the Govt. of Meghalaya, Public Health Engineer Department, Shillong
10. The Deputy Secretary to the Govt. of Meghalaya, Personnel & AR (B) Department, Shillong.
11. The Under Secretary to the Govt. of Meghalaya, Public Health Engineer Department, Shillong.
12. The Sub-Divisional Officer (Civil) Sub Division Ranikor, South West Khasi Hills District with a request to display the same in their Office Notice Board.
13. The Block Development Officer Mawkyrwat / Ranikor C & RD Block with a request to display the same in their respective Office Notice Board.
14. All Heads of Offices within South West Khasi Hills District with a request to display the same in their respective Notice Boards.
15. The **DIA, NIC** South West Khasi Hills District with a request to upload the advertisement in the District's Website
16. Office Notice Board.



Deputy Commissioner cum Chairman
District Selection Committee,
South West Khasi Hills District,
Mawkyrwat