

No. NRWM/ADM/Recruitment/378/Pt-V/2022-23/

Website: <https://neriwalm.gov.in>  
 E-mail: [dir-neriwalm@gov.in](mailto:dir-neriwalm@gov.in)  
[director.neriwalm@gmail.com](mailto:director.neriwalm@gmail.com)  
 Ph No.(03712)291069



दोलाबारी, कालियाभोमोरा  
 Dolabari, P.O. Kaliabhomora  
 तेजपुर-784027, असम (भारत)  
 Tezpur-784027, Assam (India)



पूर्वोत्तर क्षेत्रीय जल और भूमिप्रबंधन संस्थान  
**NORTH EASTERN REGIONAL INSTITUTE OF WATER AND LAND MANAGEMENT**  
 (जल संसाधन, नदी विकास और गंगा कायाकल्प विभाग, जल शक्ति मंत्रालय, भारत सरकार के अधीन एक संस्थान)  
 (An Institute under the Department of Water Resources, River Development and Ganga Rejuvenation,  
 Ministry of Jal Shakti, Govt. of India)

The Tezpur, dated: 22.05.2024

### OFFICE MEMORANDUM

Sub: Filling up of 2(two) posts in North Eastern Regional Institute of Water and Land Management (NERIWALM), Tezpur, Assam by Deputation.

Applications are invited from eligible candidates for filling up the the post of **Administrative Officer -01(one) and Assistant Library & Information Officer-01(one)** in prescribed formats, as per eligibility & qualification, alongwith all necessary documents and testimonials. Interested officials may send their applications to “**Director, NERIWALM, Dolabari, Tezpur, P.O.-Kaliabhomora- 784027 (Assam)**” by **registered/speed position or before 60 (sixty) days from the date of publication of the advertisement in Employment News**. Details regarding application format, eligibility, qualification etc., may be found in website [www.neriwalm.gov.in](http://www.neriwalm.gov.in).

#### A. Administrative Officer – 1 (one) post

One post of Administrative Officer, in Level-9 (Rs. 53100-167800) is required to be filled up by **Deputation** from amongst Officers under the Central Government/State Government/Public Sector Undertakings/Semi Government/ Statutory/ Autonomous Organizations/ Societies.

- (a) Holding analogous post on regular basis in Pay Level-9 (Rs. 53100-167800) in Pay Matrix.  
**OR**  
 (b) With 2 years regular service in posts in Pay Level – 8 (Rs. 47600-151100) in Pay Matrix in present cadre/Department.  
**OR**  
 (c) With 3 years regular service in posts in Pay Level – 7 (Rs. 44900-142400) in Pay Matrix in present cadre/Department.  
**OR**  
 (d) With 8 years regular service in posts in Pay Level – 6 (Rs. 35400-112400) in Pay Matrix in present cadre/Department.

**AND**

#### 2. Possessing following qualifications:

##### Essential:

Degree from a recognised University or equivalent and 2 years' experience in administration/establishment and related matters.

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**B. Assistant Library and Information Officer – 01(one) post.**

One post of Assistant Library and Information Officer in Level – 7 (Rs. 44,900-1,42,400) in the Pay Matrix is required to be filled up by **Deputation** from amongst Officers under the Central Government/State Government/Public Sector Undertakings/Semi Government/ Statutory/ Autonomous Organizations/Societies.

(a) Holding analogous post on regular basis in Pay Level– 7 (Rs. 44,900-1,42,400) in Pay Matrix in relevant field.

OR

(b) With 5 years regular service in posts in Pay Level – 6 (Rs. 35,400-1,12,400) in Pay Matrix in present cadre/Department in relevant field.

OR

(c) With 11 years regular service in post in Pay Level – 5 (Rs. 29,200-92,300) in Pay Matrix in present cadre / Department in relevant field.

AND

**2. Possessing following qualifications:****a. Essential:**

Degree in Library Science or Library and Information Science of a recognised University/ Institute.

**b. Desirable:**

Masters in Library Science or Library and Information Science of a recognised University/ Institute.

NOTE: The crucial date for determining the age-limit shall be closing date for receipt of applications from candidates and not the closing date prescribed for this in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Lahaul and Sipti District and Pangi Sub-Division of Chamba District of Himachal Pradesh and the Union territories of Ladakh, Andaman & Nicobar Island or Lakshadweep.

(ii) Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department or the Central Government shall normally be for 3(three) years and shall not exceed 5(five) years.

(iii) The upper age limit shall not be exceeding 56 years in case of deputationists as on the closing date of prescribed for receipt of applications.

(iv) While forwarding the application for appointment on Deputation, the lending/ Administrative authorities may forward **attested copies of APARs for last 5 years of the officer concerned** and certify that the information furnished by the applicant is correct and no vigilance/disciplinary case is pending or contemplated against the officer(s) in the prescribed format enclosed as (Annexure-I).

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(v) Self attested documents should be submitted supporting their eligibility of their candidature.

(v) Application received after last date or without copies of APARs/Integrity Certificate/No Penalty Certificate/Vigilance Clearance Certificate or otherwise found incomplete will not be considered.

If the officer nominated for the post on deputation is selected, the lending department will have to release the officer within one month from the date of issue of appointment order.

Signed by Mrinal Konwar  
Date: 22-05-2024 11:22:16

(Mrinal Konwar)  
Deputy Director (Admin).

उप निदेशक (प्रशासन)  
Deputy Director (Administration)  
पूर्वोत्तर क्षेत्रीय जल तथा भूमि संशोधन संस्थान, तेजपुर  
North Eastern Regional Institute of Water and  
Land Management, Tezpur

Copy for information to: -

✓ Officer-in-charge Computer – For uploading in NERIWALM website.

**ADVERTISEMENT No. 02/2024****Dated 22.05.2024****North Eastern Regional Institute of Water and Land Management (NERIWALM),  
Dolabari, Tezpur , P.O. – Kaliabhomora – 784 027 (Assam)**

(A Registered Society registered under Societies Registration Act, 1860 and under the administrative control of the Department of Water Resources, RD & GR, Ministry of Jal Shakti, Govt. of India.)

Applications for the following posts are invited from the eligible candidates in prescribed formats alongwith with all necessary documents and testimonials for below mentioned posts to be submitted to “**Director, NERIWALM, Dolabari, Tezpur, P.O. - Kaliabhomora- 784027 (Assam)**” in registered/speed post **on or before 60 (sixty) days from the date of issue of this advertisement in Employment News**. Details regarding application format, eligibility, qualification etc., may be found in website <http://neriwalm.gov.in>

Sl No.	Name of the post	No. of posts	Pay Level (as per 7 <sup>th</sup> CPC)	Category as per Reservation Roster	Age Limit	Mode of Appointment
1.	Administrative Officer	01	L – 09	UR	Not exceeding 56 years	Deputation
2.	Assistant Library & Information Officer	01	L-07	UR	Not exceeding 56 years	Deputation



Signed by Mrinal Konwar  
Date: 22-05-2024 11:20:38

(Mrinal Konwar)  
Deputy Director (Admin.)

उप निदेशक (प्रशासन)  
Deputy Director (Administration)  
पूवोत्तर क्षेत्रीय जल तथा भूमि प्रबंधन संस्थान, तेजपुर  
North Eastern Regional Institute of Water and  
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