



GOVERNMENT OF ASSAM
OFFICE OF THE COMMISSIONER OF INDUSTRIES & COMMERCE, ASSAM
UDYOG BHAWAN, BAMUNIMAIDAM, GUWAHATI-21

No.- CI&C(II)SURVEY/11/2020/78

Dated Guwahati the, 29th Aug, 2020

**NOTICE INVITING APPLICATION FOR RECRUITMENT OF
ENUMERATOR FOR MSME SURVEY**

Industries & Commerce Department, Govt of Assam is conducting a survey of Micro, Small & Medium Enterprise in the state through a web-based application software developed by NIC, Assam State unit.

Applications are invited from interested persons for temporary engagement as Enumerator for the survey.

Last date of submission of Application in the concerned District Industries & Commerce Centre is **04-09-2020**

Detailed advertisement along with application form may be downloaded from www.industriescom.assam.gov.in

(Oinam Sarankumar Singh, IAS)

Commissioner of Industries & Commerce, Assam
Udyog Bhawan, Bamunimaidam, Guwahati-21

Date
29/08/2020

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**NOTICE INVITING APPLICATION FOR RECRUITMENT OF
ENUMERATOR FOR MSME SURVEY**

Applications are invited through District Industries & Commerce Centre, Govt. of Assam from the intending candidates for engagement as **Enumerator** purely on contractual basis for a period of 30 (thirty) working days on daily wage basis. The candidate must be a citizen of India & permanent resident of Assam:

1. **Requirement of Enumerator** : 245 Nos.
(District wise requirement of enumerator is appended at Annexure-I)
2. **Age** : The candidate should not be less than 18 years and more than 45 years as on 31-07-2020
3. **Educational Qualification** :
 - a. The applicant must be at least Class XII Passed in any stream from any recognized Council/ Board.
 - b. The applicant must possess minimum 6 (six) months Diploma/ Certificate in Computer Proficiency from a recognized institute. He/ She must be computer savvy with sound knowledge on Web Browsing, GIS, Spreadsheet & MS Word.
 - c. The applicant must possess a smart phone/ Tablet/ Laptop and preferably possessing a two-wheeler.
4. **Mode of Selection** : The selection will be through a practical test to be organized at the concerned District Industries & Commerce Centres on Web Browsing, GIS, Spreadsheet & MS Word.
5. **How to apply** :
 - a. Candidates are required to apply in the prescribed format may be downloaded from the departmental website <http://industriescom.assam.gov.in/> in the respective District Industries & Commerce Centre.
 - b. Applicant should submit self-attested copies of the documents as indicated below:
 - i. Latest passport photo.
 - ii. Class XII or above pass certificate
 - iii. Birth Certificate/ Certificate of HSLC examination.
 - iv. Computer Diploma/ Certificate.
6. At the time of practical test, candidates will have to show their Smart Phone/ Tablet/ Laptop.
7. There is no application fee.
8. Canvassing directly or indirectly shall disqualify a candidate.
9. Last date of submission of application form is 5 PM on 04-09-2020
10. No TA/ DA is admissible for appearing in the practical test.
11. **Remuneration** : Remuneration @ ₹400.00 Per day + ₹200.00 Per day for Conveyances & mobile data usage will be offered to a selected candidate provided he/ she surveys minimum 10 No. MMSEs on an average per day.

Note :

The engagement will be purely contractual and no further claim will be entertained. The decision of the selection committee to the matters related to the entire process of selection will be final. As the survey includes travelling, a candidate has to be physically fit. Remuneration will be released only after posting of Datas/ Information in the web-based application software and validation by the General Manager, DI&CC.



(Oinam Sarankumar Singh, IAS)

Commissioner of Industries & Commerce, Assam
Udyog Bhawan, Bamunimaidam, Guwahati-21

Handwritten initials

Application Form

Affix a recent
Passport size
photo

1. **Name of the Applicant** :
(in full & Block Capital Letters)
2. **Fathers/ Husband Name** :
3. **Address for communication** :
Including PIN Code, Mobile
Number & Email id :
4. **District Applied for** :
5. **Date of Birth (DD-MM-YYYY)** :
(Enclose Copy of Birth Certificate
Certificate of HSLC examination)
6. **Age as on 31-07-2020** :
7. **Sex (please tick)** : Male/ Female/ Transgender
8. **Academic Qualification from HSLC onwards** :
(Enclose supporting documents)

Sl. No.	Name of the Exam Passed	Name of Board/ Council/ University	Year of Passing	Stream	% of Marks

9. **Qualification in Computer** :
(Enclose supporting document)

Sl. No.	Name of Course	Duration	Whether Degree/ Diploma/ Certificate	Institute

10. **Work Experience** :

Sl. No.	Name of the organization	Designation	Job responsibility (in brief)	Period	
				From (DD-MM-YY)	To (DD-MM-YY)

11. **Device Owned (Smartphone/ Tablet/ Laptop)** :
12. **Do you have a two wheeler (Please Tick)** : (Yes/ No)
13. **If "Yes"**
 - a. **Vehicle Number** :
 - b. **Make** :
 - c. **Driving Licensee Number & Date of Expiry** :

Declaration :

I, do hereby declare that the information furnished above are true to the best of my knowledge & belief.

I, further declare that I am aware that the recruitment will be for a period of 30 (thirty) working days on purely temporary basis.

Date -
Place -

.....
(Signature of the Candidate)

Statement indicating District Wise requirement of Enumerator for baseline survey of MSME

Sl. No.	District	Requirement of Enumerator
1	Baksa	2
2	Barpeta	8
3	Bongaigaon	5
4	Cachar	7
6	Darrang	7
7	Dhemaji	3
8	Dhubri	6
9	Dibrugarh	17
10	Dima Hasao	2
11	Goalpara	4
12	Golaghat	11
13	Hailakandi	2
14	Jorhat	7
15	Kamrup	36
16	Kamrup (M)	43
17	Karbi Anaglong	3
18	Karimganj	4
19	Kokrajhar	3
20	Lakhimpur	7
21	Morigao	7
22	Nagaon	16
23	Nalbari	8
24	Sivasagar	12
25	Sonitpur	10
26	Tinsukia	11
27	Udalguri	2
28	Majuli	2
Total		245