

**DIRECTORATE OF INFORMATION TECHNOLOGY & COMMUNICATIONS
GOVERNMENT OF MEGHALAYA**

No. DITC.2/2016/97

Dated Shillong, the 23rd December, 2019

ADVERTISEMENT

Corrigendum/Addendum to Advertisement Reference No.DITC.2/2016/82 Dated Shillong, the 16th December, 2019:

Applications (online mode only) are invited from genuine Indian Citizens who are desirous to apply as per the terms and conditions of this advertisement for filling up the following posts in the Directorate of Information Technology & Communications (DITC), Government Meghalaya, Shillong. Online applications will be received upto **17.00 hours on 31st January, 2020** and no applications will be entertained after the closing date.

IMPORTANT: 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.

List of posts:

Sl. No.	Name of post	Grade	No of posts	Level of Pay	Minimum Educational Qualification	Remarks
1.	Driver	IV	1	Level-3 (starting at Rs. 20600/-)	Class-VIII passed	Holding a valid Driving License and knowledge of Motor Mechanism
2.	Peon	IV	2	Level-1 (starting at Rs. 17400/-)	Class-VIII passed	
3.	Chowkidar	IV	1	Level-1 (starting at Rs. 17400/-)	Class-VIII passed	

1. Age Limit:

Candidate should not be less than 18 years of age and not more than 27 years as on 1st January, 2019. Upper age limit relaxable by 5 years for candidates belonging to SC/ST.

2. **How to apply:** Candidates are to apply and submit their applications through online only by clicking on the **“Online Applications for the post of Driver, Peon and Chowkidar in the Office of the Directorate of IT & Communications”** icon appearing in the Information Technology Department website at www.ditmeghalaya.gov.in . Applications received through any other mode will not be accepted and will be summarily rejected. For candidates applying for the first time through online mode, a one-time registration process is required to enable them to apply against the advertised vacancies/posts. Kindly read the instructions on the web page carefully before applying. Last date for online registration is **17.00 hours on 31st January, 2020.**
3. **Payment of Application Fees:** Candidates who wish to apply may pay the applications fees which is Rs.100/- for General Category and Rs.50/- for ST/SC candidates using anyone of the following modes of payment:
 - a. Debit cum ATM Cards/Credit Cards/Net Banking
 - b. E-Challan (Cash Payment) payment at any branch of SBI.

For payment using State Bank of India/Net Banking, Please select e-Payment and select State Bank of India in the Meghalaya ePayment portal page.

For Payment via Net Banking/ATM cum Debit Cards/Credit Cards of **other Banks**, please select SBI e-Pay Payment Gateway and click Proceed for Payment.

E-Challan/Cash Payment at any branch of SBI: Candidates may also opt for cash payment at any of the branches of SBI. For cash payment, please select Payment across Bank Counter. Fill in the required details, an e-challan will be generated. Take a print out of the e-challan and make the required payment at any branch of SBI. Please note that you need NOT submit the e-challan to the Directorate of IT & Communications. Kindly note that an additional amount in the form of Bank’s Commission may be applicable depending upon the mode of payment. The amount once deposited shall not be refunded or adjusted against any other purpose. . In case of any problem being faced in the processing of the online application, applicants can contact the Office of the Directorate of IT & Communications directly in person or email at shelter.war@nic.in or dit-meg@nic.in along with their phone numbers.

4. **Reservation of Vacancies:** As per Reservation Policy of the Government of Meghalaya.
5. **Last Date for Submission of Application: 31st January, 2020.**
6. **Decision on Eligibility of Candidates:** Only preliminary scrutiny of the applications and other aspects will be undertaken before proceeding to the next stage of the recruitment and therefore, the acceptance of candidature will only be provisional. Candidates are advised to carefully go through the eligibility criteria prescribed such as educational qualification, age, etc. and satisfy themselves that they are eligible for the

posts, before applying. After such scrutiny a “Proposed Rejection/Ineligibility List” shall be published and hosted in the Department’s website as well as in the Notice Board of the Office. A candidate is allowed 15 days time to file representation against such proposed Rejection. 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 educational qualification his/her candidature will be cancelled and the Office’s decision in this regard shall be final. Candidates who have also not fulfill the requisite qualification as on the last date of receipt of application will not be eligible to apply for the post.

7. Candidates, who are applying for more than one post, should apply separately for each post
8. **Method of Selection:** Selection process is as follows:
 - a) **Driver :**
Written examination (General Knowledge) - 70
Driving Test & Personal Interview – 30
 - b) **Peon & Chowkidar:**
Written examination (General Knowledge) – 70
Personal Interview- 30

On the result of the written test, qualified candidates will be shortlisted for the driving test /Personal Interview.

Sd/-

Director,
Directorate of Information Technology & Communications,
Shillong.

Memo No.DITC.2/2016/97-A

Dated Shillong, the 23rd December, 2019

Copy to:

- i. The Joint Secretary to the Government of Meghalaya, Information Technology & Communications Department for information.
- ii. The Director of Employment and Craftsmen Training, Shillong.
- iii. The Director of Accounts and Treasuries, Shillong for information.
- iv. Office Notice Board.

Sd/-

Director
Directorate of Information Technology & Communications,
Shillong.