OFFICE OF THE SENIOR PROGRAMME OFFICER
खंड विकास अधिकारी का कार्यालय
OFFICE OF THE BLOCK DEVELOPMENT OFFICER
सामुदायिक विकास खंड
COMMUNITY DEVELOPMENT BLOCK
नन्कावरी/**NANCOWRY**
****

Nancowry, dated the 9th February, 2026

VACANCY NOTICE

In pursuance to approval accorded by District Programme Coordinator/Deputy Commissioner – Nicobar; applications are invited for the engagement to the **01 post** of **Assistant Engineer (AE)** purely on contractual basis under Viksit Bharat – Guarantee for Rozgar and Aajeevika Mission (Grameen) in the office of the Block Development Officer, CD Block Nancowry, Nicobar District.

SI No	Name of the Post	Remuneration (Consolidated)	Age	Educational Qualification and other criteria.
1.	Assistant Engineer **No. of Post - 01**	Rs. 22,000/- (Including Hard area allowance Rs. 1000)	Not above 40 years as on last date of receipt of application	**I. Diploma in Civil Engineering (Essential)** Diploma in Civil Engineering from a recognized institute as the essential qualification. **II. Degree in Civil Engineering (Desirable)** Degree (B.E./B.Tech) in Civil Engineering. **III. Experience** Experience in civil works or relevant field (e.g., 1 year), though experience requirements can vary by district and notification. **IV. Desirable:** a) Graduate with computer knowledge b) One year experience in the relevant field.

Job description of Assistant Engineer under VB G RAM G, Nicobar Dist.		
S No.	Name of the Post	Job Description
1.	Assistant Engineer	**1. Technical Planning & Estimation** • Preparation of technical estimates, designs and drawings for VB G RAM G permissible works (roads, CC paths, drains, water conservation, land development, etc.). • Preparation of Detailed Project Reports (DPRs) as per VB G RAM G norms and SoR of A&N Administration. • Ensuring cost norms, labour–material ratio, and technical feasibility of proposed works. **2. Execution & Supervision of Works** • Field supervision of VB G RAM G works at various stages to ensure quality and adherence to approved estimates. • Ensuring works are executed as per sanctioned plan, technical specifications and timelines. • Providing technical guidance to Mate/Worksite Supervisors and Panchayat functionaries. **3. Measurement & Quality Control** • Recording measurements in Measurement Books (MBs) accurately and timely. • Ensuring quality control of materials and workmanship. • Certifying completed quantities for wage and material payments. **4. Monitoring & Reporting** • Regular monitoring of ongoing works and submission of progress reports to the Block Development Office. • Assisting in updating VB G RAM G MIS (VBG RAM G Soft) with technical data related to works. • Ensuring geo-tagging and photographic documentation of assets. **5. Financial & Administrative Support** • Technical scrutiny of bills and vouchers related to VB G RAM G works. • Assisting BDO/Programme Officer in fund utilization, audits and inspections. • Supporting compliance with social audit observations and vigilance requirements. **6. Asset Creation & Maintenance** • Ensuring creation of durable and productive assets as per VB G RAM G objectives. • Providing technical inputs for maintenance of completed assets, wherever applicable. **7. Coordination & Capacity Building** • Coordinating with Gram Panchayats, PRI members, Village-level functionaries and line departments.

| | | | • Participating in Gram Sabha meetings for technical clarification of works.
• Assisting in capacity building and awareness of VB G RAM G technical aspects.
8. Inspection & Special Duties
• Conducting joint inspections with senior officers.
• Any other technical or administrative duty assigned by the Block Development Officer / Programme Officer / District Programme Coordinator. |

The details of selection criteria are as under:

Method of selection	Description of selection
Post:- Assistant Engineer	
Educational Merit, Skill/ Computer Test and Personal interview basis:- 1. Percentage of Marks in Diploma/BE/B. Tech in Civil Engineering 2. Skill/Computer test on MS-Excel/ MS- Word, 3. Personal Interview.	1. Total allocation of marks for Diploma/BE/B. Tech in Civil Engineering (Essential qualification) is: 60 **Marks**. The percentage marks shall be computed as % of marks obtained in Diploma/BE/B. Tech in Civil Engineering Total allocated for Diploma/BE/B. Tech in Civil Engineering ÷100. 2. Skill/Computer test on MS Excel/ MS-Word: **25 Marks.** 3. Personal Interview: 15 **Marks.**

The date of conduct of Skill/Computer test and Personal interview for the post of Assistant Engineer (AE) will be informed through Official Website of A&N Administration i.e. www.andaman.gov.in and through Notice Boards at conspicuous places in the Nancowry Block. Not more the 10 candidates would be short-listed for the skill test and interview on the basis of their merit of marks in educational qualification.

For any other information, the applicant may contact the VB G RAM G office, Office of the Block Development Officer, Nancowry at Kamorta Unit over telephone No. 03193-263207.

Note: In case of same merit of two or more candidates, preference will be given to the candidate with higher age of higher qualification as the case may be.

How to Apply

The interested eligible candidates may submit their filled in application form as per the prescribed proforma along with self-attested copies of the certificates and other testimonials in support of Educational Qualification, Experience, Proof and Age and Employment Exchange registration number.

The duly filled-in applications may be addressed / submitted to the Sr. Programme Officer, Block Development Officer, Nancowry - 744303.

The application will be accepted on all working days from 08:30 AM to 05:00 PM from date of Publication of the notice till **25.02.2026**. Incomplete applications or

applications received after due date by any means will not be entertained, and summarily be rejected.

General information for all candidates:

1. The engagement will be purely on contract basis, initially for a period of 11 months and may be extended based on performance and requirement.
2. The selection of the candidates for the above-mentioned post will be made purely as per the above-mentioned criteria of selection.
3. The application format can be downloaded for the A&N website: http://www.andaman.gov.in or can be collected from the Office of the Sr. Programme Officer, Block Development Officer, Nancowry.
4. The last date for submissions of application is **25.02.2026 up to 05:00 PM**. The application received after the due dates shall not be entertained / considered.
5. Candidates are required to produce all original documents in support of their educational qualification, experience, age proof etc. only at the time of Personal interview.
6. The merit list of empanelled candidates for the post of Assistant Engineer will be kept as per requirement and appointed as per vacancy from the empanelled / waiting merit list. The merit list will be valid for 01 year from the date of preparation and publication of the result for the said posts.
7. In case it is detected at any stage of selection that the person does not fulfill the eligibility norms and /or the he / she as furnished any incorrect / false information or the suppressed any material fact(s), his/her candidature will stand cancelled, and liable to be terminated without assigning any reason thereof:
8. Any clarification regarding the above mentioned recruitment can be obtained over telephone No. 03192263207.

Digitally signed by
Mohammed Yunus M
Date: 09-02-2026
11:12:16

Sr. Programme Officer (VB G RAM G)
Block Development Officer
CD Block - Nancowry

OFFICE ORDER BOOK
Copy to:
1. The PA to Deputy Commissioner, Nicobars for kind information of DC (Nicobar) please.
2. The Assistant Commissioner, Nancowry for kind information please.
3. The Chairperson Tribal Council Kamorta/Nancowry/Katchal/Teressa and Chowra for information and wide publicity.
4. The SRO/ASRO, Katchal/Teressa/Chowra for information.
5. All Village Captain of Nancowry Sub Division for information.
6. Notice Boards

Copy also forwarded to:

1. The Member Secretary (SOVTECH), Department of Information Technology for information with the request to publish in the Administration website.
2. The Manager, Govt. Press, Port Blair for publishing in the newspaper daily – The Daily Telegrams.

Sr. Programme Officer (VB G RAM G)
Block Development Officer
CD Block - Nancowry

APPLICATION FORM

Post Applied for...................	Self-attested Photograph

1. Name of the Applicant:

2. S/o,D/o,W/o:

3. Date of Birth:	4. Sex:

5. a) Present Address with contact No:
   b) Permanent Address:

6. Education: Secondary school onwards, please list all your qualifications

Certificate/ Diploma/ Degree	Institute/ Board/ University	Year of passing	Marks			Self-Marking as per criteria
			Full Marks	Marks Secured	%	
Diploma/ BE/B. Tech in Civil Engineering						
Diploma/ Certificate in computer application from recognized institute.						

7. Employment Registration No.:

8. Details of employment experience (Use separate sheets if required):

From month/year	To month/year	Designation

Declaration

   i hereby declare that all the information furnished above by me in the application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information found false or incorrect or ineligibility being detected before or after my selection, my candidature/ appointment is liable to be cancelled/ terminated.

List of enclosures :

Place :

Date :

(Signature of the applicant)