



**The Administration of Union Territory of Ladakh**  
**LADAKH AUTONOMOUS HILL DEVELOPMENT COUNCIL, LEH**  
**OFFICE OF THE ASSISTANT COMMISSIONER DEVELOPMENT/PO (WAGE), LEH**  
 Tel/Fax: 01982-252458 Email: acdleh@gmail.com

Subject: Filling-up of the vacant post of Supporting Staff under MGNREGA (Phase-II).

**Advertisement Notice No: ACDL-01 of MGNREGA 2025.**  
**Dated: 30-05-2025.**

**Opening date for application: 30.05.2025(10:00AM)**  
**Closing Date for application: 09.06.2025 (04:00 PM)**

On the basis of approval conveyed by District Programme Coordinator (MGNREGA)/ Deputy Commissioner/ CEO LAHDC Leh's vide letter No. CD-8(NREGA) D/22(205), dated: 20.12.2023, regarding the advertisement of vacant post of supporting staff under MGNREGA. As such applications are invited from eligible candidates for the various posts in Rural Development Department Leh, purely on contractual basis dedicated to Mahatma Gandhi National Rural Employment Guarantee Act (MGNREGAS) as per given below :

S.No	Name of the post	No. of post to be engaged	Remarks
1	Technical Assistant	Nine post	Detailed break up of post is enclosed as Annexure-A.
2	Date Entry Operator/Computer Operator	One post	
3	Gram Rozgar Savek (GRS)	Thirty Nine post	

As supporting staff is on contractual basis under MGNREGA for one year and can be extended for further on the basis of performance or till the time funds under the scheme are available. The application should reach this office by or before 09.06.2025. No application form shall be entertained or accepted after the expiry of the date.

**The Terms and conditions for the engagement are as under:**

- The appointment shall be made initially for tenure of one year, extendable further on the basis of performance and it shall be terminable with one month prior notice from either side but with immediate effect on the basis proven non-performance or mis-performance. The candidates having experience of working as Motivators under TSC shall also be given due weightage in the selection.  
If the number of applicants is more than five times of the available vacancy, candidates shall be short listed based on their academic merit.
- Minimum qualification for the post of **Technical Assistant** shall be Degree/Diploma in Civil Engineering/Agricultural Engineering/ Draftsman course. In case no such candidate is available than ITI Civil Engineering shall be considered. Salary of Technical Assistant is Rs.16500/- per month. The following weightage for the qualifications and interview for Technical Assistant shall be as follows:
 

a) M. Tech	= 10 Points
b) Degree /Three year Diploma in Civil Engineering	= 70 points
Or Degree in Agriculture Engineering	= 70 points
c) Two year Diploma in Civil Engineering	= 60 points
Or Draftsman course	= 60 points
d) Interview	= 20 points
- Minimum qualification for the post of **Computer Operator/ Data Entry Operator** shall be 10+2 pass with one year Course/ Diploma holder in computer from any recognized institute competent to issue certificate. Salary of Computer Operator/ Data Entry Operator is Rs.13200/- per month

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[Signature]

[Signature]



4. The following weight age for the Higher qualifications and interview for Computer Operator/ Data Entry Operator shall be as follows:
 

a) Basic Qualification (12 <sup>th</sup> )	= 50 points.
b) Graduation	= 05 points.
c) Post-Graduation	= 05 points.
d) Degree in Computer	= 20 points.
e) One year Diploma/Course in Computer	= 10 points.
f) Interview	= 20 (Marks).
5. Minimum qualification for the post of **Gram Rozgar Savek (GRS)** shall be 10+2 pass. Salary of Gram Rozgar Savek (GRS) is Rs. 10209/- per month.
6. The following weightage will be given to higher qualification and interview as under:
 

a) Basic Qualification (12 <sup>th</sup> )	= 60 points.
b) Graduation	= 10 points.
c) Post-Graduation	= 10 points.
d) Interview	= 20 (Marks).
7. The points shall be given on pro-rata basis. For instance, in case the merit in the qualification is 60% the candidate shall be awarded 42 points and so on. Other conditions like age and permanent residence shall be applicable as in case of the regular appointments in the Government.

**OTHER TERMS AND CONDITION FOR THE ENGAGEMENT:**

1. The age of the applicant as on 01.01.2025 should not be less than 18 years and not more than 37 years in case of open merit candidates and 40 years in case of SC/ST/ALC/OSC category candidates.
2. Candidate must be a resident of Leh District and must possess a Resident Certificate issued by a Competent Authority in accordance with the Union territory of Ladakh Grant of Resident Certificate (Procedure) Order, 2021.
3. The unit of selection shall be block/ panchayat level but if no qualified candidate is available within the block /panchayat concerned then candidates from the block/ district shall be considered.
4. The arrangement shall be purely on contractual basis and linked inextricably to the availability of funds under management cost under MGNREGA.
5. The arrangement in the first place shall be made for a period of one year or till the time funds under scheme are available, whichever earlier.
6. The arrangement can, however, be dispensed with before the expiry of the period of contract in case of unsatisfactory of the candidate.
7. The arrangement shall be extendable further on satisfactory performance of the candidate subject to the availability of funds under management cost for the additional staff dedicated to MGNREGA.
8. The performance of the candidate shall be monitored on monthly basis by the Department of Rural Development & PR, UT Ladakh.

Additional District Programme Coordinator

ACD/Project Officer Wages Leh

Dated: 30-05-2025.

No: ACDL/Supporting Staff-MGNREGA/2025-26/1018-29

Copy to the:

1. Commissioner/Secretary to Rural Development & PR Department UT Ladakh for kind information. In refer to your RNo M-17044/26/2021-RD&PR section/594-97, dated: 30.08.2023.
2. Deputy Commissioner/District Programme Coordinator, MGNREGA, Leh for favour of information.
3. Director Rural Development Department UT Ladakh for favour of information.
4. Addl. District Development Commissioner, Leh for favour of information.
5. District Informatics Officer NIC, Leh for information and with the request to kindly upload the advertisement on website of NIC, Leh.
6. Deputy Director, Employment (Member) for information.
7. District Informatics Officer, NIC Leh for information and with the request to kindly give wide publicity for general information of candidates.
8. PA to Hon'ble Chief Executive Councilor, LAHDC, Leh for kind information of HCEC.
9. PA to Hon'ble Executive Councilor, LAHDC, Leh (Rural) for kind information of HEC.
10. Executive Engineer REW, Leh for information.
11. District Panchayat Officer, Leh for information.
12. Block Development Officers \_\_\_\_\_ (all) for information and necessary action
13. Notice Board



## Annexure-A

Advertisement Notice No: ACDL-01 of MGNREGA 2025.

Dated: 30-05-2025

S.No	Name of the post	No. of post to be engaged	Office/Block wise break-up	Block/Panchayat wise break-up
1	Technical Assistant	Nine (09)	One post in BDO, Office Saspol	Saspol
			One post in BDO, Office Deskit	Disket
			One post in BDO, Office Panamik	Panamik
			One post in BDO, Office Durbuk	Durbuk
			One post in BDO, Office Skurbuchan	Skurbuchan
			One post in BDO, Office Singaylalo	Singaylalo
			One post in BDO, Office Turtuk	Turtuk
			Two post in BDO, Office Rong-Chumathang	Rong-Chumathang
1	Data Entry Operator/ Computer Operator	One post (01)	One post in BDO, Office Disket Nubra	Disket Nubra
3	Gram Rozgar Savek (GRS)	Thirty Nine (39)	Four post in BDO, Office Chuchot	Panchayat- Chuchot Gongma-I
				Panchayat- Chuchot Gongma-II
				Panchayat- Chuchot Shamma-I
				Panchayat- Chuchot Yokma-I
			Four post in BDO, Office Durbuk	Panchayat- Chuchul
				Panchayat- Maan -A
				Panchayat- Maan -B
				Panchayat- Tangtse
			Two post in BDO, Office Khaltisi	Panchayat- Kanji
				Panchayat-Khaltisi
			Three post in BDO, Office Kharu	Panchayat- Igoo
				Panchayat- Tagar- Sakti
				Panchayat- Taknak- Sakti
			Two post in BDO, Office Saspol	Panchayat- Alchi
				Panchayat- Saspol
			Two post in BDO, Office Leh	Panchayat-Farkha
				Panchayat-Choglamsar-I
			One post in BDO, Office Nimoo	Panchayat- Likeer
			Four post in BDO, Office Deskit	Panchayat- Disket
				Panchayat- Diggar
				Panchayat- Khardong
				Panchayat- Lakjung
			Two post in BDO, Office Nyoma	Panchayat- Nyoma
				Panchayat- Tsaga
			Two post in BDO, Office Panamik	Panchayat- Kheme
				Panchayat- Sumoor
			Two post in BDO, Office Rupsho-Puga	Panchayat-Kharnak
				Panchayat- Samad
			Two post in BDO, Office Singaylalo	Panchayat-Wanla-B
				Panchayat- Fotoksar
			Three post in BDO, Office Skurbuchan	Panchayat- Achinathang
				Panchayat- Domkhar
				Panchayat- Skurbuchan
			Two post in BDO, Office Thiksay	Panchayat-Nang
				Panchayat- Shey-I
			Two post in BDO, Office Turtuk	Panchayat- Bogdang
				Panchayat- Turtuk-Farool-II
			Two post in BDO, Office Rong-Chumathang	Panchayat- Chumathang
				Panchayat- Liktsey

Addl. District Programme Coordinator (MGNREGA)

Assistant Commissioner Development, Leh



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Application form for the post of Technical Assistant, Data Entry Operator/ Computer Operator and Gram Rozgar Savek (GRS) on contractual basis as supporting staff dedicated to Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGA).

1. Post for which applied: \_\_\_\_\_
2. Advertisement Notice No and dated: \_\_\_\_\_
3. Name: \_\_\_\_\_
4. Parentage: \_\_\_\_\_
5. Block and Panchayat: \_\_\_\_\_
6. Permanent Address \_\_\_\_\_
7. Contact No: \_\_\_\_\_
8. D.O.B as per Matriculation certificate: \_\_\_\_\_
9. Sex (M/F): \_\_\_\_\_
10. Educational Qualification: \_\_\_\_\_

Self-attested  
photo

Name of the Examination	Year of Passing	Board/ University	Subject Offered	Marks Obtained/ Out Of	Percentage
10 <sup>th</sup>					
12 <sup>th</sup>					
Two year Diploma in Civil Engineering Or Draftsman course					
Degree /Three year Diploma in Civil Engineering Or Degree in Agriculture Engineering					
Graduate					
Post Graduate/ M.Tech					
Computer (Course/Diploma/ Degree)					
Other					

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I \_\_\_\_\_ S/O, W/O, D/O \_\_\_\_\_ hereby  
declare that the statements in this application are true to the best of my knowledge and belief:

Place: \_\_\_\_\_.

Date: \_\_\_\_\_.

Signature of the Candidate

Enclosures (Self attached copies):

1. \_\_\_\_\_.
2. \_\_\_\_\_.
3. \_\_\_\_\_.
4. \_\_\_\_\_.
5. \_\_\_\_\_.
6. \_\_\_\_\_.

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**Acknowledgment**

Received an application form for the post of \_\_\_\_\_ from  
Sh/Smt/Ms/ \_\_\_\_\_

S/O, W/O, D/O \_\_\_\_\_

R/O \_\_\_\_\_ Block \_\_\_\_\_

Pyt. Halqa \_\_\_\_\_ alongwith \_\_\_\_\_ enclosures.

Dated: \_\_\_\_\_

Signature of receipt

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Def.