

**GOVERNMENT OF MEGHALAYA
MEGHALAYA STATE DISASTER MANAGEMENT AUTHORITY
LACHUMIERE, MEGHALAYA::: SHILLONG**

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No. SDMA.86/2012/Pt/124

Dated Shillong, the 20th January, 2026

ADVERTISEMENT

In pursuance to Government Letter.No.RDG.145/2012/82 dated 19th August 2024, the Meghalaya State Disaster Management Authority (MSDMA) invites applications for **Walk-In-Interview** from eligible candidates for the following posts:-

Sl. No	Name of post	Number of posts	Remuneration	Qualification & Experience	Age Limit	Date & Time of Interview	Venue
1.	Lower Division Assistant	2	Daily Wages under Skilled Category as fixed by Labour Department	1. Bachelor's Degree in any discipline with Diploma in Computer Application. 2. Experience- At least 1(one) year in handling file work with Computer knowledge and Database.	18-32 years, upper age limit is relaxable by 5 years for SC/ST.	30-01-2026 10:30 AM onwards	State Emergency Operations Centre, Lower Lachumiere, Shillong
2.	Storekeeper	1	Daily Wages under Semi-Skilled Category as fixed by Labour Department	1. HSSLC passed with basic knowledge in Computer Application		02-02-2026 10:30 AM onwards	State Emergency Operations Centre, Lower Lachumiere, Shillong
3.	Data Entry Operators	3		1. HSSLC passed with Diploma in Computer Application with typing speed about 30 wpm. 2. Experience- MS Office, Excel Database, Photoshop etc.		Typing Test on 30-01-2026 10:00 to 10:30 AM 02-02-2026 at 10:30 AM onwards (Shortlisted candidates only)	Training Hall of the office of Director of Information Technology & Communication Department (NIC), IGP Point Shillong State Emergency Operations Centre, Lower Lachumiere, Shillong

GENERAL INFORMATION

- Registration of Interested Candidates from 9 AM to 10 AM on dates mentioned above. No Candidates will be entertained after the time fixed.**
- Interested individuals may apply in Standard Application Form along with Resume/CV and relevant documents to Executive Director, Meghalaya State Disaster Management Authority, State Emergency Operations Centre, Lower Lachumiere, Shillong-793001 and bring along with originals documents on the day of the interview.
- No TA/DA will be paid to the applicants for attending the Interview.
- For detailed information kindly contact the Office Mobile No.6009924512.



**Executive Director,
State Disaster Management Authority
Meghalaya, Shillong**

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Memo.SDMA.86/2012/Pl/125-129

Dated Shillong, the 20th January, 2026

Copy to:-

1. The Joint Secretary to the Govt. of Meghalaya, Revenue and Disaster Management Department.
2. The Under Secretary to the Govt. of Meghalaya, Personnel & A.R.(B) Department
3. The Director of Information and Public Relations (DIPR), Meghalaya, Shillong.
4. The Director of Information Technology & Communication Department, Shillong with a request to kindly spare the Training Hall for the purpose of conducting of Typing Speed Test of **Data Entry Operators (DEOs) on 30-01-2026 at 10:00 AM onwards.**
5. The SIO, NIC, Meghalaya Shillong with a request to kindly upload the Advertisement in the office website- <https://msdma.gov.in/>.
6. The Finance and Accounts Officer, SDMA.

for information.



**Executive Director,
State Disaster Management Authority
Meghalaya, Shillong**

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