

## Complete Biodata

Name:- Kabita Deka (1)  
Service/Cadre:- Assam Civil Service  
Date Of Joining:- 25-05-1992  
Date Of Birth:- 01-11-1964  
Gender:- Female  
Home State:- ASSAM  
Home District:- Kamrup  
Service Status:- Secretary  
Education Qualification:- M.Sc(Botany)

### Experience Details :-

| Designation              | Office Name                            | Charge Type | From Date  | To Date    |
|--------------------------|--|-------------|------------|------------|
| Secretary                | Education (Higher)Deptt                | Substantive | 07/09/2023 |            |
| Addl Secretary           | Education (Higher)Deptt                | Substantive | 28/06/2021 | 07/09/2023 |
| Joint Secretary          | Education (Higher)Deptt                | Substantive | 02/06/2020 | 28/06/2021 |
| Director                 | Handlom & Textile,Assam                | Substantive | 11/01/2019 | 01/06/2020 |
| Joint Secretary          | Handloom ,Textile & Sericulture Deptt. | Substantive | 31/12/2016 | 10/01/2019 |
| Deputy Secretary         | Handloom ,Textile & Sericulture Deptt. | Substantive | 22/07/2015 | 31/12/2016 |
| Deputy Secretary         | Cooperation Deptt.                     | Substantive | 26/04/2013 | 21/07/2015 |
| Under Secretary          | Cooperation Deptt.                     | Substantive | 02/07/2012 | 26/04/2013 |
| Administrative Officer   | Administrative Officer,Cotton College  | Substantive | 17/08/2008 | 30/06/2012 |
| Circle Officer (A)       | Dispur                                 | Substantive | 03/11/2006 | 16/08/2008 |
| Circle Officer (A)       | Sipajhar                               | Substantive | 02/01/2006 | 29/10/2006 |
| Extra Astd. Commissioner | Kamrup Metro                           | Substantive | 01/11/2001 | 22/12/2005 |
| Administrative Officer   | Directorate Health S                   | Substantive | 20/08/1996 | 31/10/2001 |
| SDWO                     | Tezpur                                 | Substantive | 10/03/1993 | 14/08/1996 |
| Circle Officer (A)       | Hojai                                  | Substantive | 04/07/1992 | 05/03/1993 |

### Training Details :-

| Training Institute Name                        | Training Name                                    | Start Date | End Date   |
|--|--|------------|------------|
| Lee Kuan Yew School of Public Policy,Singapore | One Week In-Service Training                     | 16/12/2013 | 20/12/2013 |
| YASHADA ,Pune                                  | Training for State Civil Service Officers of NER | 07/01/2013 | 19/01/2013 |
| Assam Administrative Staff College,Khanapara   | Two- Week Mandatory In-service Training          | 23/06/2008 | 04/07/2008 |

Note: If need be, please indicate the changes in ER Sheet through Shri Prasanta Borkakati, ACS,Deputy Secretary to the Govt. of Assam, Personnel Department. email ID : pborkakati[dot]acs[at]assam[dot]gov[dot]in

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