# Complete Biodata

Name:- Rajita Konwar
Service/Cadre:- Assam Civil Service
Date Of Joining:- 27-06-1987
Date Of Birth:- 24-03-1954
Gender:- Female
Home State:- ASSAM
Home District:- Kamrup Metro
Service Status:- Retired
Education Qualification:- M.A.(Economics)

## Experience Details :-

| Designation | Office Name | Charge Type | From Date | To Date |
|---|---|---|---|---|
| Deputy Secretary | Tea Tribes and Adivasi Welfare Deptt. | Substantive | 01/03/2009 | 30/04/2014 |
| Under Secretary | Tea Tribes and Adivasi Welfare Deptt. | Substantive | 01/04/2007 | 25/06/2008 |
| Under Secretary | Administrative Reforms & Training Department | Substantive | 04/10/2005 | 31/03/2007 |
| SDWO | Nalbari | Substantive | 02/06/2003 | 30/09/2005 |
| Extra Astt. Commissioner | Goalpara | Substantive | 01/03/1998 | 31/01/2000 |
| Compiler, District Gazetteers | Guwahati | Substantive | 15/10/1995 | 31/01/1996 |
| Extra Astt. Commissioner | Nagaon | Substantive | 10/08/1995 | 14/10/1995 |
| PO,Urban Basic Services,MAD | Guwahati | Substantive | 01/10/1989 | 30/07/1991 |
| SDWO | Baksa | Substantive | 29/06/1987 | 29/09/1989 |

## Training Details :-

| Training Institute Name | Training Name | Start Date | End Date |
|---|---|---|---|
| Assam Administrative Staff College,Khanapara | 1-Week Computer Training for ACS Officers | 21/10/2013 | 25/10/2013 |
| Assam Administrative Staff College,Khanapara | 2Day Workshop on RTI Act 2005 for ACS | 27/09/2012 | 28/09/2012 |
| Assam Administrative Staff College,Khanapara | Two-Week Intensive Mandatory in-Service training | 14/12/2009 | 24/12/2009 |

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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