

## Complete Biodata

Name:- Gita Sarma  
Service/Cadre:- Assam Civil Service  
Date Of Joining:- 25-05-1992  
Date Of Birth:- 01-07-1966  
Gender:- Female  
Home State:- ASSAM  
Home District:- Kamrup Metro  
Service Status:- Compulsory Retirement  
Education Qualification:- M.Sc(Botany)

### Experience Details :-

Designation	Office Name	Charge Type	From Date	To Date
Deputy Secretary	Cooperation Deptt.	Substantive	14/03/2018	07/10/2023
Addl Deputy Commissioner	Kamrup	Substantive	01/01/2016	13/03/2018
Deputy Secretary	Political Department	Additional	27/01/2014	31/12/2015
Deputy Secretary	Home Department	Substantive	27/01/2014	31/12/2015
Deputy Secretary	Education (Elementary )	Substantive	27/12/2010	27/01/2014
Under Secretary	Education (Elementary )	Substantive	16/10/2007	27/12/2010
Under Secy .UDO	Dispur Assam	Substantive	31/10/2006	16/10/2007
Project Officer	Kamrup	Substantive	11/05/2006	31/10/2006
Extra Astd. Commissioner	Bajali	Substantive	23/03/2006	07/05/2006
Extra Astd. Commissioner	Kamrup	Substantive	02/03/2004	16/03/2006
Extra Astd. Commissioner	Sivasagar	Substantive	24/02/2003	27/02/2004
Extra Astd. Commissioner	Jorhat	Substantive	01/12/1995	19/02/2003
Extra Astd. Commissioner	Margherita	Substantive	21/11/1993	30/06/1995
Circle Officer (A)	Bajali	Substantive	01/07/1992	14/11/1993

### Training Details :-

Training Institute Name	Training Name	Start Date	End Date
Assam Administrative Staff College,Khanapara	Two Week Mandatory In-service Training	02/07/2007	13/07/2007

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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