



জিলা ও সত্ৰ ন্যায়াধীশৰ কাৰ্যালয়, শিৱসাগৰ
OFFICE OF THE DISTRICT AND SESSIONS JUDGE::SIVASAGAR

ADVERTISEMENT

No. DJSV/CAO/F-10(Pt.-I/2023/ Dated Sivasagar, the 17th of July, 2023.

Applications are invited in **Standard Form** from intending candidates for filling up of **4 (four) nos. of vacant posts of Peon** as shown below in the establishment of District & Sessions Judge, Sivasagar with Pay structure plus other allowances as admissible under the rules. **The number of vacancy is indicative only and may vary at the time of final selection on either side.**

Name of the Post	Pay Structure		
	P.B	Scale	Grade Pay
Peon	1	Rs.12000-52000/-	Rs. 3900/-

IMPORTANT DATES:-

Sl. No.	Description	Date
1.	Last date for submission of Online/Offline application	18.08.2023

CATEGORY WISE BREAK-UP OF VACANCIES:

Name of the post and category	UR	OBC/MOBC	SC	ST(P)	ST(H)	TOTAL
Peon	4	-	-	-	-	4

AGE LIMIT:-

Sl. No.	Category	Maximum age
1	Unreserved	40 years
2	OBC/MOBC	43 years
3	SC	45 years
4	ST(P) & ST(H)	45 years
5	PwBD	50 years

- Candidates belonging to OBC/MOBC category shall have to produce a valid non-creamy layer certificate from the competent authority at the time of document verification before interview/Viva-Voce without fail.
- The reservation for PwBD candidates shall be as per existing relevant rules notified by Govt. of Assam.

...contd./-



ELIGIBILITY CRITERIA:-

Name of the Post	Educational qualification & Experience
Peon	<ol style="list-style-type: none">1. Minimum qualification is class VIII passed, and those who have passed HSSLC or above shall be ineligible to apply.2. Proper weightage will be given to candidates who are working in this establishment for years as wages/casual/contractual basis and, also having experience of working in District Courts and also having professional skills, related to requirement of this establishment.
For the aforesaid post, candidate(s) must have a valid Employment Exchange Registration Number for the state of Assam.	


Terms and Conditions:

1. The candidate must be an Indian citizen as defined in Article 5 & 6 of the Constitution of India.
2. Filed-up "Application Form" along with **Age certificate, certificates and mark sheets regarding educational qualifications, Caste Certificate** from competent authority, Employment Exchange registration certificate along with **2 (two) recent passport sized photographs** must be sent through **by POST** to the O/o the District & Sessions Judge, Sivasagar, PIN- 785640, Assam, or, may be dropped in the **Drop Box for Application** to be kept at the O/o the District & Sessions Judge, Sivasagar, and all documents furnished with the application must be self-attested by the candidates. Applicant is to fill up the form in **BLOCK LETTERS.**
3. If any candidate is found to **have suppressed his educational qualification or given any wrong/false information** at the time of applying for the post, **his candidature shall be liable to be rejected.**
4. The **last date of receipt** of application is **18.08.2023** till **04:00 P.M.** No application received thereafter will be entertained.
5. **Nature of work:-**
 - (a) Assisting the concerned Officer/staff in carrying out their duties.
 - (b) Maintaining cleanliness of the office.
 - (c) Bringing refreshment/tea etc.
 - (d) Delivering official documents/letters and any other duties allotted from time to time.
 - (e) Carrying out the Orders given by superior authority.

...contd./-



6. Candidates serving in any Government department must apply through proper channel.
7. **Individual Phone nos. /Contact nos. and E-mail ID**, if any, to be provided in the application.
8. The eligible candidate shall have to **appear in Interview/Viva Voce**, if/when called for.
9. The list of eligible candidates and list of rejected candidates will be uploaded in the official website of Sivasagar District Judiciary (www.sivasagarjudiciary.gov.in) along with the date of interview.
10. **No separate call- letters shall be issued** from this office.
11. All the applicants are advised to visit the official website frequently.
12. Canvassing directly or indirectly shall disqualify a candidate.
13. No TA/DA will be admissible to the candidates.
14. The applicant should address to the District & Sessions Judge, Sivasagar, Assam.
15. The Authority reserves the right to cancel, alter or modify the advertisement or other terms and conditions of the advertisement without any prior notice.


District & Sessions Judge
~~District & Sessions Judge~~
Sivasagar

Memo No. DJSV/CAO/F-10(Pl. I) 2023/4695-4699

Dated Sivasagar 17th of July, 2023.

Copy to:-

1. The D.I.P.R.O, Sivasagar. He /She is requested to take necessary steps for publishing the advertisement in 1(one) Assamese, 1(one) English Daily newspaper for wide publicity.
2. The System Officer, Sivasagar District Judiciary. He is directed to upload the advertisement in the official website immediately.
3. Notice Board, O/o the District & Sessions Judge, Sivasagar.
4. Notice Board, O/o the Chief Judicial Magistrate, Sivasagar.
5. Office File.


District & Sessions Judge
Sivasagar
~~District & Sessions Judge~~
Sivasagar
