

OFFICE OF THE DISTRICT & SESSIONS JUDGE:::KAMRUP(M), GUWAHATI.

ADVERTISEMENT

Dated: 4th of May, 2023.

Applications are invited from the eligible and experienced persons of the establishments of District & Sessions Judges or equivalent establishments of the State of Assam, to fill up the vacant post of Chief Administrative Officer (Sheristadar) in the establishment of the undersigned in the pay scale of Rs. 30,000/- to Rs. 1,10,000/- with Grade Pay of Rs. 14,500/- per month and other allowances as admissible under the ROP Rules.

The candidates must have served either as Sheristadar of Additional District & Sessions Judge or as Head Assistant in the District & Sessions Judge establishment or equivalent Court, continuously for a period of at least 2(two) years. However, the Selection Board of this establishment reserves the right to relax the requisite criteria in case of exigencies.

The intending candidates shall submit their candidature through proper channel, by enclosing experience certificate issued by the respective District & Sessions Judge/Presiding Officer of the equivalent Court, along with all the relevant testimonials like age proof, educational qualification etc. and 2(two) recent passport sized photographs. The last date of submission of the applications is **18.05.2023 (during office hours).**

The selected candidates shall have to appear before the Selection Board of this establishment for an Interview, at their own expense. The date of Interview shall be informed in the due course of time.

SD/
(INDIRA BARMAN)
District & Sessions Judge,
Kamrup(M), Guwahati

Memo No..... *5528-31*

Dated: *4.5.23*

Copy forwarded for information to:

1. The District & Sessions Judges of the Districts of Assam; with a request to circulate the advertisement amongst the staff as well as to display in the Notice Board of the establishment;
2. The Systems Officer, District Judiciary Kamrup(M); with a request to upload it in the official website of Kamrup(M) District Judiciary as well as to forward the advertisement to the official email ids of all the districts of Assam;
3. Notice Board of this office;
4. Concerning File.

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Kamrup(M), Guwahati.

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Terms and Conditions

1. The Candidates must be a citizen of India as defined in Article 5 to 8 of the Constitution of India.
2. The candidates must submit their application in Standard Form of application published in Assam Gazette Part-IX.
3. No individual call letters will be sent to the applicants, they have to collect the same from the Office of the undersigned or as per the information to be provided in the official website.
4. Applicants must mandatorily provide their contact number and email id (if available) in their application.
5. The selection for the aforementioned post would be solely based upon the candidate's performance in Interview/Viva-voce and work experience. The date of interview will be intimated in due course of time in the official website.
6. Completed applications along with all testimonials as mentioned above, are to be addressed to "The Office of the District & Sessions Judge, Kamrup(Metro), Panbazar, Guwahati-781001", through post or may be placed in the drop box labeled as "**Drop Box for Applications**" which will be placed outside the Head office of the District & Sessions Judge, Kamrup(M).
7. Last date of receipt of applications is 18.05.2023. Drop box will be closed after the said date.
8. No T.A/D.A will be admissible for appearing in the Interview/Viva-voce.
9. Incomplete applications, i.e., those without necessary particulars, signatures, photographs, testimonials etc. shall be summarily rejected.
10. The final selection will be made on the basis of the marks obtained by the candidates in Interview/Viva-voce.
11. Canvassing in any form will disqualify the candidature.

District & Sessions Judge,
Kamrup(M), Guwahati.

Kamrup (M), Guwahati

4/5/2023