



**OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY,
KARIMGANJ.**

No. DLSA(K)/2021/

Dated: Karimganj the 19th July, 2023.

ADVERTISEMENT NO. 02/2023

Dated: 19.07.2023

Applications are, hereby invited in Standard Form from eligible candidates, to fill up the one vacant post for Office Assistant in LADCS, on contractual basis.

Sl No.	Name of Post	No. of vacancy	Monthly Remuneration	Educational Qualification	Remarks
01.	Office Assistant/Clerk	01	Rs.18000/- (Fixed)	<ul style="list-style-type: none">• Educational Qualification: Graduation.• Basic word processing skills and ability to operate computer and skills to feed data.• Good typing speed with proper setting of petition.• Ability to take dictation and prepare files for presentation in the Courts.• File maintenance processing knowledge.	The posts are purely on temporary basis for the period of one year.

TERMS AND CONDMONS FOR APPIICATION:

1. Candidate must be an Indian Citizen as per the Constitution of India.
2. Candidate should not be less than 18 years and not more than 40 years as on 01-01 -2023 (i.e., Candidates must be born on or before 01-01-2005 and on or after 01-01-1983. Upper Age relaxation 5 years for SC/ST (P) / ST(H) and 3 years for OBC/MOBC.
3. Candidates must have registered their names in the Employment Exchange and the Registration numbers along with date must be mentioned in their applications
4. The applications with self-attested photocopies of all relevant testimonials regarding Educational qualification, , caste, Age proof, Employment Exchange Registration card, along with 3 (three) recent (taken after 1st January, 2023) passport size photographs duly signed by the candidate on the reverse side, should reach the office of District Legal Services Authority, Karimganj..
5. Candidate must provide their e-mail address and mobile phone number in the application form, without fail.

6. Candidate must indicate prominently the name of post applied for on the top of the envelope containing the application.
7. The last date of receipt of application is 05.08.2023. No application will be entertained after the last date. The Authority is not responsible for any kind of postal delay.
8. Eligible candidates for the above mentioned post shall have to appear in the Viva-Voce
9. All information regarding list of eligible/rejected candidates, date of viva-voce and skill test etc., will be intimated in the official website and Notice Board of District Legal Services Authority, Karimganj. Candidates are advised to check the official website <http://karimganjjudiciary.gov.in> and the Notice Board District Legal Services Authority office regularly.
10. No individual Call letters/Admit Cards shall be sent to the eligible candidates. List of Eligible candidates to be called for viva-voce will be uploaded in the official website of Karimganj District Judiciary (<http://karimganjjudiciary.gov.in>) and candidates will download the same from the official website. The list of rejected candidates will also be uploaded in the official website.
11. No T.A./D.A. will be admissible to the candidates for appearing in the viva-voce, etc.
12. Application received late or without proper supporting documents or unsigned or incomplete/defective will be summarily rejected without any further intimation.
13. Canvassing directly or indirectly or in any form will disqualify the candidature.
14. The Selection Board reserves the right to cancel, alter or modify the advertisement or other terms and conditions of the advertisement without any prior notice.

sd/-
District and Sessions Judge,
Karimganj
-Cum-
Chairperson, Selection Board.

Memo No. DLSA(K)/2021/4191-4197.

Dated: Karimganj the 19th July, 2023.

Copy forwarded for information and wide circulation to:

1. The Learned Member Secretary, *Assam State Legal Services Authority*, Guwahati.
2. The Notice Board, *District Legal Services Authority*, Karimganj.
3. The D.I.P.R.O., Karimganj. He is requested to take necessary steps for publishing this advertisement in two widely published English/ Bengali/ Assamese daily newspaper.
4. The System Officer, O/o. District & Sessions Judge, Karimganj. He is directed to upload the advertisement in the official website.
5. Notice Board, O/o. District & Sessions Judge, Karimganj.
6. Notice Board, O/o. Chief Judicial Magistrate, Karimganj.
7. Office file.

R w
District and Sessions Judge,
Karimganj
-Cum-

Chairperson, Selection Board.
District & Sessions Judge cum
Chairman
District Legal Services Authority
Karimganj

19.7.23.