

DISTRICT AND SESSIONS COURT, MANGAN, SIKKIM

Ref No.73/Est./D&SC/Mangan

Date.04/06/2024.

EMPLOYMENT NOTICE

Applications are invited from eligible candidates for filling up the following posts in the Establishment of the District and Sessions Court, Mangan, Sikkim.

1	2	3	4	5
S.N	Name of Post	No. of Post	Pay in the Pay Matrix	Requisite Qualification
1	Stenographer Grade III	01(one)	Level 11 Cell 1 in the Pay Matrix	Bachelor's Degree from the recognized University along with Shorthand Certificate and 1 year Diploma in Computer.
2	Lower Division Assistant	01(one)	Level 09 Cell 1 in the Pay Matrix	Bachelor's Degree from the recognized university along with Diploma in Computer.
3	Driver	01(one)	Level 07 Cell 1 in the Pay Matrix	Class VIII pass certificate from the recognized school/Board and valid driving license with experience of at least 5 years.

1. A candidate for appointment to the above posts must be: -

(i) a citizen of India;

Provided that no person-

(a) who has entered into or contracted a marriage with a person having a spouse living Or,

(b) who, having a spouse living has entered into or contracted marriage with another person shall be eligible for appointment to the above posts.

Provided that the High Court may, if satisfied that such marriage is permissible under the personal law of custom applicable to such person and the other party to the marriage, exempt any person from the operation of this rule.

(ii) not less than 18 years of age as on 08.06.2024 and not more than 40 years of age on the last day of submission of Application Form, which shall be uniform age for all communities of Sikkim in the services/posts to be filled up by direct recruitment. Relaxation of upper age limit shall be the same as may be prescribed by the State Government in respect of equivalent posts.

(iii) The upper age limit shall not apply to a person already on establishment of the Subordinate Courts.

2. The applicant shall submit any one of the following documents as proof of their citizenship: -

(i) Birth certificate; or

(ii) Passport; or

(iii) Certificate of Identification (only in case of Sikkim subjects); or

(iv) Valid Voters' Identity Card issued by the Election Commission of India.

3. Candidates fulfilling the above conditions may apply for the post by submitting an application in the prescribed form attached in the Employment Notice which is available in the official website of this establishment <https://mangan.dcourts.gov.in>

4. The candidates shall submit along with supporting documents, duly attested/self-attested, as the case may be in person to the Office of the District and Sessions Judge, Mangan during the working hours. The candidates may also send their form through Registered post/Speed post addressed to the District and Sessions Court, Pentok, Mangan, Sikkim-737116. Bank Draft of Rs.50/- (Rupees Fifty) only (non-refundable) drawn in favour of District and Sessions Judge, Mangan, Sikkim shall be enclosed with the application form.

5. The last date for receipt of applications is 08.07.2024.
6. Incomplete application(s) without the requisite testimonials and/or other documents shall be summarily rejected.
7. The applications received after the prescribed date and time shall not be entertained on any ground whatsoever.
8. Those who are already in Government service shall apply through proper channel.
9. The list of candidates whose applications are accepted for taking the examination shall be uploaded in the official website.
- 10 Date(s) of issuance of Admit Cards to the eligible/accepted candidates will be intimated in official website of the District and Sessions Court, Mangan, Sikkim. No duplicate Admit Card will be issued in case of loss unless the applicant shows that loss was due to reasons beyond his/her control.
11. Only those candidates found eligible on preliminary scrutiny shall be called for appearing in the interview/viva-voce. The final merit list will be uploaded in the official website as well as affixed on the Notice Boards of the District and Sessions Court, Mangan, Sikkim
12. The District and Sessions Court, Mangan, Sikkim reserves the right to accept or reject any application, with or without assigning any reason.
13. All other matters which are not specifically provided in the advertisement shall be decided by the office of the District and Sessions Court, Mangan, Sikkim.
14. Please note that no separate calling letters will be issued to candidates eligible for appearing in the interview/ viva-voce.
15. No T.A./D.A. shall be paid for appearing in the interview/ viva-voce.
16. Correct mobile/telephone number(s) along with e-mail address shall be submitted by the candidates along with their applications, to be used for communication by the establishment.

Sd/-
Administrative Officer