

**OFFICE OF THE JUDGE, FAMILY COURT
UDAIPUR :: GOMATI DISTRICT TRIPURA**

No. F.1(3)-FC/UDP/Estt./2014-15/ 297,

24th of August, 2017

// ADVERTISEMENT //

Applications in prescribed format are invited from the Indian Nationals for filling up the following temporary posts of Group – 'C' & Group – 'D' on Regular Scale of pay as well as on Fixed pay Basis under the Judgeship of Judge Family Court, Udaipur, Gomati District, Tripura.

Item No. 1

Name of the post	Number of Vacancies	Pay structure	Age	Eligibility
Jr. Grade Stenographer / P.A. - II (Group - C)	1 No. Post in regular scale of pay	P.B. - 2, ₹.5,700-24,000/- + Grade Pay of ₹.2,800/-	Between 18 years to 40 years (as on 01/08/2017). The Upper age limit is relaxable by 5 years for Govt. Servant, Physically Disabled, Ex-Servicemen & candidates belonging to S.T. & S.C.	Education Qualification : Graduate in any discipline from any recognized College/ University Technical Qualification: a) Must have passed a provisional speed of 100 words per minute in shorthand (English) and typing speed of at least 60 words per minute in computer from a recognized/ registered institute. b) Certificate in computer education in a course of minimum 6 months duration.

Fees ₹400/- for UR category & ₹200/- for ST/SC/PH candidates

The candidates will have to undergo a short hand and typing test on computer consisting 100 marks and qualifying candidates at a ratio (1:6) will be eligible for the written examination consisting of Total 85 marks (English – 50 Marks, G.K. & Current Affairs – 25 Marks & Mathematics – 10) and qualifying candidates at a ratio (1:3) will be eligible for Viva- voce consisting 15 marks.

Item No. 2

Name of the post	Number of Vacancies	Pay structure	Age	Eligibility
L.D.C (Group - C)	2 Nos. (Fixed Pay)	₹6,260/- (Fixed Pay) i.e. 75% of the initial pay in P.B. - II, ₹5,700 - 24,000/- + Grade Pay of ₹2,200/-	Between 18 years to 40 years (as on 01/08/2017). The Upper age limit is relaxable by 5 years for Govt. Servant, Physically Disabled, Ex-Servicemen & candidates belonging to S.T. & S.C.	Education Qualification : Graduate in any discipline from any recognized college/ University Technical Qualification: a) The Candidate must be computer savvy with a typing speed of atleast 30 words per minute on computer. b) Certificate in computer education in a course of minimum 6 months duration.

Fees ₹400/- for UR category & ₹200/- for ST/SC/PH candidates

The candidates will have to appear and qualify in the typing test on computer consisting 50 marks (at least 30 words per minute) and qualifying candidates at a ratio (1:6) will be eligible for written

examination consisting of total 85 marks (English – 30 Marks, G.K. & Current Affairs – 30 Marks & Mathematics – 25 Marks), qualifying candidates at a ratio (1:3) will be eligible for an Viva- Voice consisting 15 marks. The candidates will be shortlisted on the basis of test/ Examination, step by step for Viva- Voice.

Item No. 3

Name of the post	Number of Vacancies	Pay structure	Age	Eligibility
Driver-III (Junior) (Group - C)	1 No. Post in regular scale of pay	P.B.2, ₹5,700-24,000/- + Grade Pay of ₹2,200/-	Between 21 years to 40 years (as on 01/08/2017). The Upper age limit is relaxable by 5 years for Govt. Servant, Ex-Servicemen & candidates belonging to S.T. & S.C.	Education Qualification : Must have passed Madhyamik / Secondary examination from a recognized board/ institution. Technical Qualification: a) The Candidate must have valid commercial license issued by competent authority. b) Must have 03 years experience in driving light motor vehicle. Preference will be given to candidates having experience in Driving Medium and Heavy Motor vehicle.

Fees ₹400/- for UR category & ₹200/- for ST/SC/ candidates

The candidates will have to undergo Motor Driving Test of 80 Marks qualifying candidates at a ratio (1:6) will be eligible for Oral interview consisting of 20 Marks and Medical Fitness (The candidate must be medically fit for driving).

Item No. 4

Name of the post	Number of Vacancies	Pay structure	Age	Eligibility
Group - D (Peon-cum-Orderly-cum-Night guard- cum-Sweeping & Cleaning Astt.)	4 Nos. (Fixed pay)	₹4,680/- (Fixed Pay) i.e. 75% of the initial pay in P.B.-I; ₹4,840-13,000/- + Grade Pay ₹1,400/- .	Between 18 years to 40 years (as on 01/08/2017). The Upper age limit is relaxable by 5 years for Govt. Servant, Physically Disabled, Ex-servicemen & candidates belonging to S.T. & S.C.	Education Qualification : Class VIII passed

Fees ₹300/- for UR category & ₹150/- for SC/ST/PH candidates

The candidates will have to appear in the written examination consisting of total 75 marks (Letter writing – 25 Marks, Handwriting test – 25 Marks and G.K. & Current affairs – 25 Marks) followed by an Viva- voce consisting 25 marks. The candidates will be shortlisted for oral interview on the basis of performance in written examination at a ratio (1:6).

Item No. 5

Name of the post	Number of Vacancies	Pay structure	Age	Eligibility
Part time Contingent	1 No. (Fixed)	₹4,254/- per month	Between 18 years to 40 years (as on	Education Qualification : Class VIII passed

Worker (4 hours)			01/08/2017). The Upper age limit is relaxable by 5 years for Govt. Servant, Physically Disabled, Ex-servicemen & candidates belonging to S.T. & S.C.
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The candidates willing to apply for the post of P.T.C.W have to undergo "Suitability Test" by way of Viva Voce consisting of **50 Marks**. The initial engagement shall be for 11 months and thereafter may further be extended from time to time. The engagement for the Post of P.T.C.W will not confer to be appointed as Regular employee in the Ministerial Establishment of the Court nor shall any weightage be given to them. The engagement of the candidate is cancelled at any time without any prior information to the candidate.

HOW TO APPLY :-

In respect of Stenographer, L.D.C, Driver and Group – D :

Application in plain paper (as per prescribed format available in the Recruitment link in the official website) for specific post addressed to the undersigned containing self-attested copies of relevant Certificate & Testimonials, 2 (two) recent self attested passport size photographs along with fees in the nature of Postal Order (Indian Postal Order) of ₹400/- (Rupees four hundred only) for the post of Stenographer, L.D.C, Driver for General Category and ₹200/- (Rupees two hundred only) for ST & SC Candidates and for the post of Group -D ₹300/- (Rupees three hundred only) for General Category and ₹150/- (Rupees one hundred fifty only) for ST & SC candidates crossed ***in favour of the Judge, Family Court, Udaipur, Gomati District payable at Udaipur Court Post Office*** should reach the Office of the undersigned w.e.f 25/08/2017 to 14/09/2017 on all working days. For submission of application by hand, time is fixed from 12:00 noon to 3:00 P.M. Any application to be received by post or hand after 14/09/2017 will not be entertained.

In respect of Part time Contingent Worker :

Application in plain paper (as per prescribed format available in the Recruitment link in the official website) for specific post addressed to the undersigned containing self-attested copies of relevant Certificate & Testimonials and 2 (two) recent self attested passport size photographs. The application should reach the Office of the undersigned w.e.f 25/08/2017 to 14/09/2017 on all working days. For submission of application by hand, time is fixed from 12:00 noon to 3:00 P.M. Any application to be received by post or hand after 14/09/2017 will not be entertained. The initial engagement shall be for 11 months and thereafter may further be extended from time to time. The engagement for the Post of P.T.C.W will not confer to be appointment as Regular employee in the Ministerial Establishment of the Court nor shall any weightage be given to them.


Important information :

- * Incomplete application will be summarily rejected without assigning any reason.
- * The Department will not be responsible of the delay in receipt of the application due to postal delay or otherwise beyond the date fixed as last date of receipt of the application.
- * In-services Candidates should apply through proper channel or attach no-objection certificate from his/her present employer.

- * Separate application should be filed for each post.
- * The venue, date & time of computer test/ written test/ driving test/ vive voce test etc. Shall be informed in due course of time.
- * Candidates will be selected strictly on the basis of Merit.
- * No. T.A. / D.A . will be allowed to attend the interview.

- * **Candidates who already applied for the post of Driver in response to our earlier Advertisement No.F.1(3)-FC/UDP/Estt./2014-15/347, dated 02/05/2015 Published in The Dainik Sambad and The Daily Desher Katha need not apply again, however the candidates whose application was rejected pursuant to the previous advertisement may apply again. The rejected list can be seen in the Official website of the District & Sessions Judge's Court, Gomati District, Udaipur, Tripura.**

- * No person shall eligible for appointment :-
 - (i) Unless he/she is a citizen of India.
 - (ii) He/She is dismissed from service by the High Court , Government, or a statutory or local authority.
 - (iii) If he/ she has been convicted of an offense involving moral turpitude.
 - (iv) If he/she directly or indirectly tries to influence the appointing authority by any means for his candidature.
 - (v) If he/ she has more than one spouse living.


(Smt. Sudipta Choudhury)
Judge, Family Court
Udaipur, Gomati Dist.Tripura
(Chairman of the Selection Committee)

FORMAT OF APPLICATION

Application form for direct recruitment to the post on the District Court's Ministerial Establishment under the Judgeship of the Judge, Family Court, Udaipur, Gomati District, Tripura.

To
The Judge
Family Court,
Udaipur, Gomati District,
Tripura.

Affix self-attested Recent
Passport size Colour
Photograph (Also provide
three extra copy of
photograph) Do not staple
your photograph here

Sub :- Application for the post of
Ref :- Your Advertisement No..... Dated..... Published in
.....Datedinviting applications for the post.

Sir/Madam,

With reference to above I would like to offer myself as a candidate for the post of..... under your judgeship. Necessary particulars of my candidature are as follows:-

01	Name of the post applied for	
02	Name of the applicant (in Block Letters)	
03	Father's and Mother's Name	Shri/ Late
04	Present postal address	Village..... P.O.:..... Pin:..... P.S.:..... Sub-Division..... District.....
05	Date of BirthYY.....MM.....DD
06	Nationality	
07	Caste Status	UR / ST / SC
08	Educational Qualification	
09	Technical Qualification	
10	Working Experience, if any	
11	Other relevant information, if any	
12	Employment Exchange Registration No., if any(Valid up to.....)
13	Contact Number	Land : Cell :
14	I.P.O. number & Date	
15	If employee, particulars of job along with name of Department/employer	

Place - _____

Date ____/____/2017

(Full Signature of the Applicant)

Enclosed :- Self attested copies of the aforesaid documents including permanent Residence Certificate are enclosed are annexed herewith insheets of paper.

Schedule F

Syllabus for competitive examination for appointment fo Stenographers by direct recruitment in the Stenographers under the judgeship of the Judge, Family Court, Udaipur, Gomati District, Tripura.

Written Examination : 85 Marks in Total

Duration : 2 Hours

Parts	Subjects	Standard and Scope of the Written Paper	Marks
I	English	This part of the Written paper will be set to test the candidates proficiency in the language. It may include translation from Bengali into English, Narration, Precis written etc. The standard will be that of HS (+2 Stage) Examination of the Tripura Board of Secondary Education	50
II	Mathematics	This written paper will be set to test the speed and accuracy of the candidate in making routine calculation.	10
III	General Knowledge & Current Affairs	This part of the written paper will be set to test the general intelligence; power of observation and knowledge of the candidate in current affairs of the country.	25

VIVA VOICE – 15 MARKS

I	VIVA VOICE	To asses the overall personality of the candidate	15
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Short hand & Typing speed test on computer – 100 MARKS

I	Short hand & Typing speed test on computer	The candidate must be computer savvy with a capacity to take dictation of 100 words per minute and typing speed of at least 60 words per minute in computer.	100
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Schedule E

Syllabus for competitive examination for appointment of L.D.C by direct recruitment in the L.D.C under the judgeship of the Judge, Family Court, Udaipur, Gomati District, Tripura.

Written Examination : 85 Marks in Total

Duration : 2 Hours

Parts	Subjects	Standard and Scope of the Written Paper	Marks
I	English	This part of the Written paper will be set to test the candidates proficiency in the language. It may include translation from Bengali into English, Narration, Precis written etc. The standard will be that of HS (+2 Stage) Examination of the Tripura Board of Secondary Education	30
II	Mathematics	This written paper will be set to test the speed and accuracy of the candidate in making routine calculation.	25
III	General Knowledge & Current Affairs	This part of the written paper will be set to test the general intelligence; power of observation and knowledge of the candidate in current affairs of the country.	30

VIVA VOICE – 15 MARKS

I	VIVA VOICE	To asses the overall personality of the candidate	15
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Typing speed test on computer – 50 MARKS

I	Typing test on computer	The candidate must be computer savvy with a typing speed of at least 30 words per minute On computer.	50
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Schedule G

Syllabus for competitive examination for appointment of Group – D Posts of various categories by direct recruitment under the judgeship of the Judge, Family Court, Udaipur, Gomati District, Tripura.

Written Examination : 75 Marks in Total

Duration : 2 Hours

Parts	Subjects	Standard and Scope of the Written Paper	Marks
I	Letter Writing	This part of the Written paper will be set to test the candidates proficiency in the language. It may include writing letter in Bengali with a view to test the capacity of expression and clarity of thought of the candidate.	25
II	Hand writing test	This part of the paper will consist of hand writing test in English and Bengali. The candidates will be asked to copy paragraphs consisting of 60 words each in English and Bengali.	25
III	General Knowledge & Current Affairs	This part of the written paper will be set to test the general intelligence; power of observation and knowledge of the candidate in current affairs of the country.	25

VIVA VOICE – 25 MARKS

I	VIVA VOICE	To asses the overall personality of the candidate	25
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