

**OFFICE OF THE DISTRICT & SESSIONS JUDGE,
WEST TRIPURA DISTRICT : AGARTALA.**

File No. Recruitment Cell/DJ/W/2015/(Main)/ 4314

Dated, Agartala, the 24th April, 2015

ADVERTISEMENT

Applications are invited in prescribed format available in Recruitment link in the official Website of the District & Sessions Judge, West Tripura, Agartala (<http://ecourts.gov.in/west-tripura/home>) from the Indian Nationals for filling up of following temporary posts of Group-'C' & 'D' under District & Subordinate Judiciary of Tripura.

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| Name of post:- | P.A-II (Jr. Grade Stenographer) (Group-C) |
| Number of vacancies:- | Total 18 (eighteen) Nos. (14 Nos. in Regular Scale & 4 Nos. on Fixed pay basis. (likely to be increased or decreased) |
| Pay structure :- | Regular scale: Pay Band-2, (₹ 5310-24000/-) & Grade Pay ₹ 2100/- and Fixed Pay ₹ 7440/- (per month), |
| ELIGIBILITY | i) Educational qualification :- Graduation in any discipline from any recognized College/ University. ii) Technical qualification :- a) Must have passed a provisional speed test of 100 words per minute in shorthand (English) and Typing speed of atleast 60 Words per minute in Computer from a recognized / registered Institution. b) Certificate in computer education in a course of minimum 06 months duration. |
| Fees :- | Rupees ₹ 300/-for UR category and Rupees ₹ 150/- for ST, SC & PH category. |
| Candidates will have to undergo a short-hand and typing test on computer (100Marks) to qualify to sit in the written Examination consisting of total 85 Marks (English-50, G.K. & Current affairs-25 & Mathematics-10) followed by viva-voce (15 marks). | |

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|--|---|
| Name of Post:- | LDC (Group-C) |
| Number of vacancies:- | Total 21 (Twenty one) Nos. (01 No.in Regular Scale & 20 Nos. on Fixed pay basis. (likely to be increased or decreased) |
| Pay structure :- | Regular scale: Pay Band-2, (₹ 5,310-24,000/-) & Grade Pay ₹ 1800/- and Fixed Pay ₹ 5960/- (per month) |
| ELIGIBILITY | i) Educational qualification :- Graduation in any discipline from any recognized College/ University. ii) 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 06 months duration. |
| Fees :- | Rupees ₹ 300/-for UR category and Rupees ₹ 150/- for ST, SC & PH category. |
| Candidates will have to undergo computer test (atleast 30word per minute speed) (50Marks) to qualify to sit in the written Examination consisting of total 85 Marks (English-30, G.K. & Current affairs-30 & Mathematics-25) followed by viva-voce (15 marks). | |

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|---|---|
| Name of Post:- | Driver (Junior grade-III, Group-C) |
| Number of vacancies :- | Total 11 (eleven) Nos. (10 Nos. in Regular Scale & 01 No. on Fixed pay basis. (likely to be increasd or decreased) |
| Pay structure :- | Regular scale: Pay Band-2, (₹ 5,310-24,000/-) & Grade Pay ₹ 1800/- and Fixed Pay ₹ 5960/- (per month), |
| ELIGIBILITY | i) Educational qualification :- Madhyamik/Secondary examination from any recognized Board /Institution. ii) Technical qualification :- a) The Candidate must have a valid commercial driving license issued by competent authority. b) Must have 03 years experience in driving light motor vehicle. iii) Fitness:- The candidate must be medically fit for driving. |
| Fees :- | Rupees ₹ 300/-for UR category and Rupees ₹ 150/- for ST, SC & PH category. |
| Candidates will have to undergo Motor Driving Test of 80 Marks followed by an Oral Interview of 20 Marks. | |

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| Name of Post:- | Group-D (Peon grade) |
| Number of vacancies:- | Total 28 (twenty eight) Nos. (Fixed pay basis.) (likely to be increased or decreased) |
| Pay structure :- | Fixed Pay ₹ 4530/- (per month) in the Pay Band-2, (4500-13,000/-) & Grade Pay ₹ 1200/-. |
| ELIGIBILITY | i) Educational qualification :- Must have passed Class-VIII examination from any recognized Institution. |
| Fees :- | Rupees ₹ 150/-for UR category and Rupees ₹ 80/- for ST, SC & PH category. |

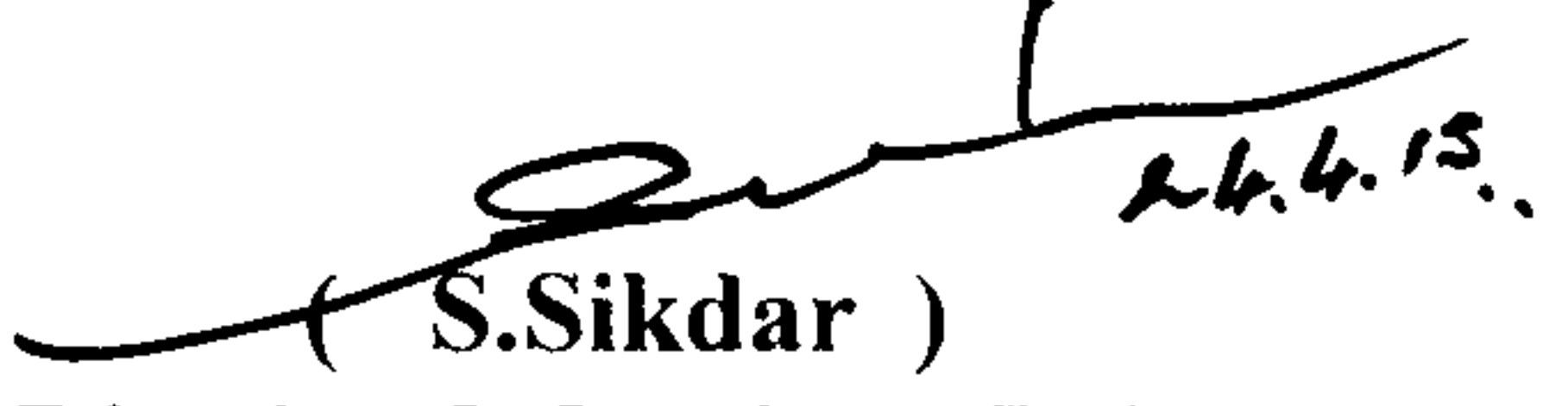
Candidates will have to sit in the written Examination consisting of total 75 Marks (Letter Writing in Bengali-25, Hand Writing Test (English & Bengali)-25, G.K. & Current affairs-25) to qualify for viva-voce Test (25 marks).

Candidates will be selected strictly on the basis of Merit.

How to apply

1. Application in plain paper as per prescribed format addressed to the **District & Sessions Judge, West Tripura, Agartala** alongwith self-attested copies of relevant Certificates & testimonials. 3 (three) recent self attested passport size colored photographs along with fees for conducting examination/test for the recruitment in the nature of **Crossed Bank Draft**, from any nationalized bank, payable at Agartala, in favour of the District & Sessions Judge, West Tripura. Agartala should reach the Office of the District & Sessions Judge, West Tripura, Agartala **on or before 27-05-2015**. Applications may be submitted by hand in the 'Recruitment Cell' of the office of the undersigned on all working days between 11AM & 3.30PM.
2. Separate application should be filed for each post.
3. **Age limit** :- Minimum 18 years and maximum 40 years for UR and relaxable by 5 years for ST/SC/PH candidates and Govt. Servant (as on **01-04-2015**)
4. Reserevation will be as per rule.
5. The Department shall not be responsible for delayed postal delivery of application beyond the date fixed.
6. Incomplete applications will be summarily rejected.
7. Candidates already in service must apply through proper channel or attach "No Objection Certificate" from his employeer alongwith the application.
8. Any application by post or hand received after **27-05-2015 shall not be entertained.**
9. **The venue, date & time of computer test /written test / Driving Test / Viva voce test etc. shall be informed in due course of time.**
10. No TA/DA shall be paid for attending any test for the selection process.

Visit **Recruitment** link in official website <http://ecourts.gov.in/west-tripura/home> for prescribed format, syllabus etc.


(S.Sikdar)
26.4.15.
District & Sessions Judge,
West Tripura , Agartala

Schedule-I
Application form for direct recruitment to the posts on the
District Courts' Ministerial Establishment.

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

To
The District & Sessions Judge,
West Tripura , Agartala

Subject:- **Application for the post of**

Ref:- Your Advertisement No.....dated.....published
indated.....inviting applications for the post.

Sir,

With reference to above, I would like to offer myself as a candidate for the post
ofunder the District Courts' in Tripura. Necessary particulars of my candiature are as follows:-

| | | |
|-----|---|--|
| 1. | Application for the post applied for | |
| 2. | Name of the candidate (in Block letters) | |
| 3. | Father's/ Mother's /Husband's name | |
| 4. | Present postal Address | Vill:- PO:-..... PIN code:-..... PS:..... District:-..... State:..... |
| 5. | Date of Birth | / / (DD/MM/YYYY) |
| 6. | Nationality | |
| 7. | Caste Status | SC/ST/General/ PH |
| 8. | Educational Qualification | |
| 9. | Technical qualification | |
| 10. | Working experience , if any. | |
| 11. | Employment Exchange Registration No. | Registration No.:- valid up to:- |
| 12. | Contact No. | Mobile No.:- E-mail ID:- |
| 13. | If employed in Govt/Private Under taking department? If yes, whether permission obtained for better employment/ applied through proper channel? | |
| 14. | Fees paid | a) Amount paid :- b) Bank Draft No.....of.....bank |

Place:-
Date:-

Signature of applicant

Enclosed: Self attested copies of the aforesaid documents including Permanent Resident
Certificate are annexed herewith insheets of paper.

Schedule FSyllabus for competitive examination for appointment of Stenographers by direct recruitment in the Stenographers' CadreWritten 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 candidate's proficiency in the language. It may include translation from Bengali into English, narration, précis writing 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 assess the overall personality of the candidate | 15 |
|---|------------|--|----|

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 LDC by direct recruitment on the District Courts' Ministerial Establishment

Written Examination: 85 MARKS IN TOTAL

Duration: 3 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 candidate's proficiency in the language. It may include translation from Bengali into English, narration, précis writing 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 assess the overall personality of the candidate | 15 |
|---|------------|--|----|

Typing speed test on computer – 50 MARKS

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|---|-------------------------|---|----|
| 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 on the establishment of District Courts.

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 candidate's 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. | 25 |

VIVA VOICE – 25 MARKS

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