OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE
NORTH-WEST DISTRICT ROHINI COURTS, DELHI

No.F1(1)/Cir./Admn.I&II/NW/RC/2025/ 17617-698 Date: 02/06/25

Copy forwarded for information and necessary action to:-

1. All Ld. Judicial Officer(s) posted in North West District, Rohini Courts Complex, Delhi with request to bring the contents of the circular to the knowledge of all staff members posted under their kind control for necessary compliance.
2. All Ld. Judge(s), Family Courts, North West District, Rohini Courts, Delhi with request to bring the contents of the circular to the knowledge of all staff members posted under their kind control for necessary compliance.
3. Ld. Judge In-Charge, Mediation Centre, Rohini Courts Complex, Delhi with request to bring the contents of the circular to the knowledge of all staff members posted under your kind control for necessary compliance.
4. Ld. Secretary, DLSA, North-West District, Rohini Courts, Delhi with request to bring the contents of the circular to the knowledge of all staff members posted under your kind control for necessary compliance.
5. The Administrative Officer (Judicial), North-West District, Rohini Courts, Delhi.
6. All the Branch In-Charge(s), North-West District, Rohini Courts, Delhi with request to bring the contents of the circular to the knowledge of all staff members posted under their kind control for necessary compliance.
7. The PS to Ld. Principal District & Sessions Judge, North-West District, Rohini Court, Delhi.
8. The Branch In-Charge, Computer Branch, Rohini Courts, Delhi for uploading on the official website of this office.
9. The Record Officer, North-West District, Rohini Courts, Delhi.
10. The Dealing official in R&I Branch, Rohini Courts, Delhi for uploading on LAYERS.

2/6/25

(VINOD YADAV)
Officer Incharge
Administration Branch- I & II
North-West District
Rohini Courts, Delhi

OFFICE OF THE DISTRICT & SESSIONS JUDGE (HQs), DELHI

CIRCULAR

Applications are invited from the eligible officials (Group 'B' & 'C') working in the Establishment of District Courts of Delhi possessing Diploma in Subordinate Accounts Services (SAS) Part I & II with Degree in B. Com and having adequate knowledge in Budget and Cash and Five Years Service in the Establishment of District Courts for filling up of vacant posts of Assistant Accounts Officer (Group-B Gazetted) in PB-II, Pay Band of Rs. 9300-34,800/- with Grade Pay of Rs.4800/- on **regular basis**.

All eligible officials shall apply afresh for above mentioned post irrespective of the fact that they are already working as Assistant Accounts Officer (on Adhoc Basis).

Applications in the prescribed proforma as per Annexure-A must reach to Admn.I, Central, THC, Delhi within 15 days of issuance of this Circular. No application will be entertained thereafter.

Office of the DSJ (HQs) Delhi
Diary No. 7822
20 MAY 2025

(Sanjay Garg-I)
Principal District & Sessions Judge (HQs)
Delhi

No. 19783 – 20033 /Rectt. Cell/SC/AAO /2025
Dated. Delhi the 27 MAY 2025

Copy forwarded for information and necessary action to:-

1. The Registrar General, Hon'ble High Court of Delhi, New Delhi with the request to circulate the same amongst the staff of this establishment working there on diverted/deputation basis.
2. All the Pr. District & Sessions Judges of Delhi District Courts with the request to circulate the same in their respective District/Court Complex.
3. The Principal Judges, Family Courts in all the Districts with the request to circulate the same amongst the staff of this establishment working there on deputation/diverted capacity.
4. The Director, Delhi Judicial Academy, Dwarka with the request to circulate amongst the staff of this establishment working there on deputation/diverted capacity.
5. The Director, NALSA with the request to circulate amongst the staff of this establishment working there on deputation/diverted capacity.
6. The Joint Registrar, National Consumer Disputes Redressal Commission with the request to circulate amongst the staff of this establishment working there on deputation/diverted capacity.
7. The President, National Consumer Disputes Redressal Commission with the request to circulate amongst the staff of this establishment working there on deputation/diverted capacity.
8. All the officers of Delhi High Judicial Service/Delhi Judicial Service (Central District) with the request to bring the same into the notice of staff working under their control.
9. The Member Secretary, DSLSA, with the request to circulate the same in all the DSLSA Districts and bring into the notice of staff of this establishment working in diverted/deputation basis.
10. The Additional Co-ordinator, Arbitration Centre with the request to circulate the same amongst the staff of this establishment working there on deputation/diverted capacity.
11. Personal Office of the undersigned.
12. All the Sr. Administrative Officers/ Administrative Officers (Judl.)/Br. In-charges, Central District, THC, Delhi, with the directions to bring the same into the notice of staff working under their control.
13. Dealing Officials, Personal File Seat, Admn.I, II & III & ACJ Office (Central), THC, Delhi.
14. The Dealing Official, Website Committee, Delhi, with the direction to upload the circular on the website of District Courts, Delhi.
15. The Notice Board of all Court Complexes, Delhi/ New Delhi.

Principal District & Sessions Judge (HQs)
Delhi

Ld OIC Admn. Br

Ps. DSJ (N-W)
29/5/25

Annexure 'A'

PROFORMA

1. Name of the Applicant
2. Father's/Husband's Name
3. Date of Birth
4. Educational Qualification
5. Year of Passing of SAS Exam (Part I&II)
6. Sex (Male/Female)
7. Category
8. Date of Entry into Service (Regular) :
9. Present Post Held :
   a) Whether Regular/Ad-hoc :
   b) Date of Appointment in present Post (mention ad-hoc & regular Periods separately with pay Scale) :
10. Brief service particulars/Experience Details etc. :

Paste recent passport size color photograph

Signature:_____

Name:_____

Present Posting:_____

_____

_____

_____

EC No._____

Date: _____

Note:

1. Application should be filled in BLOCK LETTERS only except for particulars to be filled in Sl.No. 10.
2. Application should be duly forwarded by the Ld. Presiding Officer/Officer concerned.
3. Applicants are directed to enclose attested true copies of their testimonials alongwith their applications.