OFFICE OF THE DISTRICT AND SESSIONS JUDGE
SOUTH WEST KHASI HILLS DISTRICT:: MAWKYRWAT

No.SWK/DSJ.52/DCC/2020/68 **Dated Mawkyrwat the 19th May 2025.**

ADVERTISEMENT

Application (offline mode only) are invited from interested applicants who are citizens of India having requisite qualification for filling the post of Technical staff in the office of the District and Sessions Judge, South West Khasi Hills District.

Name of Post	No. of Post	Qualification	Remuneration	Tenure
Technical Staff	3(Three) (Unreserved)	Bachelor Degree in Computer Application/ BSC(IT)/ B.Tech in Computer Science or Application	₹.25,000/- (Rupees Twenty Five Thousand) only (fixed)	Post is purely on contractual basis for a period of 1(one) year) subject to termination without prior notice.

NOTE:

I. SUBMISSION OF APPLICATION:

i. Candidates are to apply and submit their application through (offline mode only) during working hours from the 22nd May 2025 to 13th June 2025 in the office of the District & Sessions Judge, South West Khasi Hills District, Mawkyrwat during working hours.

ii. All candidates should submit their application in standard form alongwith attested/self-attested copies of certificates in support of educational qualification, age, experience, 2(two) copies passport size photograph and a self addressed envelope. Candidates will have to produce the original certificate as and when required.

iii. Applications received through any other mode will not be accepted and will be summarily rejected.

II. PAYMENT OF FEES:

i. Applicants are required to pay the fee of ₹. 300/- (Rupees three hundred) only for General category and ₹.150/- (Rupees One hundred fifty) only for SC & ST category.

ii. The requisite fee as indicated above is payable by Demand Draft in favour of "***District and Sessions Judge, South West Khasi Hills District, Mawkyrwat***". The Demand Draft should have been drawn on or after the publication of the advertisement from any branch of State Bank of India. However, candidates are advised to keep a copy of the receipt after payment and produce it alongwith the application form. Candidates must also write his/her name, address and post applied for on the back of the Demand Draft.

iii. No claim for refund of the examination fees shall be entertained nor shall the fees be held in reserve for any other examination.

III. AGE LIMIT:

i. Candidate should not be less than 18 years and not more than 32 years in age as on 19th May 2025. Upper age limit is relaxable by 5 (five) years in case of SC/ST candidates. The date of birth to be accepted is as entered in the Matriculation/Secondary School Leaving Certificate or a certificate issued by the

institutions recognized by the Govt. of Meghalaya as equivalent to Matriculation or an extract from the official registers duly certified by the proper authority of the Board of School Education. Proof other than these will not be accepted.

IV. INSTRUCTION TO CANDIDATES:

i. No applications will be entertained on 13th June 2025 after 4:30pm. Applicants are advised to apply well in advance without waiting for the closing date and time.

ii. Government Employees are to produce 'No Objection Certificate' from the Appointing Authority when called for personal interview, failing which their candidature will be rejected.

iii. Incomplete/unsigned applications and applications received without prescribed fee, photograph, attested copies of required certificates such as educational qualifications, caste, experience etc. and those received after the prescribed last date for receipt of application will summarily be rejected without any communication to the candidate. No further correspondence will be entertained in this regard.

iv. Candidates are advised to carefully go through the eligibility criteria prescribed for the post such as educational qualification, age and satisfy themselves that they are eligible for the post before applying. After such scrutiny a proposed eligibility list shall be published and hosted in the official website of the District & Sessions Court, South West Khasi Hills District, Mawkyrwat (*https://mawkyrwat.dcourts.gov.in/#notification*) as well as in the office notice board.

v. Original certificates are to be produced at the time of personal interview. Candidates failing to produce the aforementioned documents on the day of interview will have their candidature immediately disqualified.

vi. Candidates are advised to keep track of any notice relating to the examination from the official website and the office notice board.

vii. Candidates must appear for examination and personal interview, etc, at his/her own expenses.

District and Sessions Judge,
South West Khasi Hills District,
Mawkyrwat

Memo No.SWK/DSJ.52/DCC/2020/ 68-A **Dated Mawkyrwat the 19th May 2025**

Copy to:

1. The Registrar General, High Court of Meghalaya, Shillong for kind information.
2. Central Project Coordinator, High Court of Meghalaya for kind information.
3. Nodal Officer, District Computer Committee, District and Sessions Court, Mawkyrwat for information and necessary action.
4. The System Assistant, District & Sessions Court, Mawkyrwat to upload the same in the official website.
5. Notice Board.
6. Office record.

District and Sessions Judge,
South West Khasi Hills District,
Mawkyrwat