

Dno-246/24

PROCEEDINGS OF THE DISTRICT JUDGE, KOTTAYAM
DATED : 10.06.2024

=====
Civil Judicial Unit, Kottayam- Establishment – Recruitment of Confidential Assistant Grade.II by transfer from U.D Typist/L.D Typist – Confidential Assistant Grade.II appointed – Orders issued.
=====

- Read:- 1. Rule 5 category 17 (c) of Kerala Judicial Ministerial Service Rules, 2024.
2. O.M No.2861/2024 dated 30.05.2024 of the District Court, Kottayam.
3. Application dated 31.05.2024 submitted by Smt. Jyothy C.P, U.D Typist, Munsiff's Court, Kottayam, vide letter No. 782/2024 dated 31.05.2024 of the Prl. Munsiff, Kottayam.

ORDER NO. C1-2861/2024

Consequent to the retirement of Smt. Jessy Abraham, Selection Grade Confidential Assistant of this unit on 31-05-2024, one vacancy arose in the cadre of Confidential Assistant Grade II, in the turn of by transfer appointment from the category of U.D Typist/L.D Typist . Hence, the employee mentioned below is appointed as Confidential Assistant Gr.II in the Scale of Pay ₹35600-75400 under Rule 5 Category 17(c) of Kerala Judicial Ministerial Subordinate Service Rules, 2024, and as per the existing direct recruitment rules.

Name and present Office of the employee	Qualifications	Name of Court to which the employee is posted
Jyothy C.P U D Typist Munsiff's Court, Kottayam	Pre-Degree Diploma in Commercial Practice (Three year Course) Computer Word Processing (Lower)	District Court, Kottayam.

The incumbent is directed to join duty within 15 days on the receipt of this order. She is required to complete the period of probation in accordance with the existing rules.

The promotee is eligible for fixation as per rules from the date of joining duty. Necessary entries of qualification shall be made in the Service Book of the incumbent after verifying with the originals.

The Presiding officer concerned will report the date of relief of the incumbent to this office forthwith.

Sd/-
MINI S DAS,
DISTRICT JUDGE.

To

1. The Prl. Munsiff, Kottayam.
2. The person concerned
(through the Presiding Officer concerned).

Copy to:-

1. The Registrar (District Judiciary)
High Court of Kerala, Ernakulam, Kochi. (With C/L)
2. The Senior Superintendent, District Court, Kottayam.
3. The Junior Superintendent-I & II, District Court, Kottayam.
4. The A2(b) Seat, District Court, Kottayam.
5. The Secretary, KCJSO, Kottayam.
- ✓6. e-Court section, District Court, Kottayam for website publication.
7. Stock file & File.

//TRUE COPY// //APPROVED FOR ISSUE//



SHERISTADAR,
DISTRICT COURT, KOTTAYAM.

MS