

**OFFICE OF THE MEMBER,
MOTOR ACCIDENT CLAIMS TRIBUNAL,
SONITPUR, TEZPUR**

ADVERTISEMENT

Applications are invited from eligible candidates in Standard Form, as published in Assam Gazette in Part IX, who are citizens of India as defined in Articles 5 to 8 of the Constitution of India, for filling up the sanctioned post mentioned below, which is lying vacant in the office of the Member, Motor Accident Claims Tribunal, Sonitpur, Tezpur, Assam under relevant Rule.

Name of the Post	No. of Post	Pay Band along with Grade Pay	Category
Chief Administrative Officer / Sheristadar	01 (One)	PB4 ₹30,000-₹1,10,000 + Grade Pay ₹14,500	Unreserved

ELIGIBILITY: -

The candidate must have served continuously as a Senior Administrative Officer (erstwhile Sheristadar) of Additional District & Sessions Judge or as the Head Administrative Officer (erstwhile Head Assistant) in the District & Sessions Judges Establishment, at least for five years, as on 01-01-2026.

However, the Selection Committee reserves the right to relax the requisite criteria in case of need and exigencies.

TERMS AND CONDITIONS: -

1. The candidate must be a graduate in any discipline from a recognized University.
2. The candidate must submit his/her application in the Standard Form of Application published in Assam Gazette Part IX. A candidate will have to submit three copies of recent passport size photographs, self-attested photocopies of testimonials of his/her age, caste,

educational qualification, etc., along with the filled-up application form. Candidates will have to produce testimonials in original during the time of interview failing which his/her candidature will be summarily rejected.

3. The intending candidate shall submit his/her application through proper channel including experience certificate issued by the concerned District & Sessions Judge or the concerned Tribunal along with copies of service-book, ACRs of last five years and "No-Objection Certificate" issued by the competent authority.
4. Candidate must mandatorily provide his/her contact number and e-mail ID (if available) in his/her application.
5. Incomplete applications, that is, without necessary particulars or signature or photographs or testimonials, etc. shall be summarily rejected.
6. A provisional short-listed candidates will be called for interview/viva-voce. The date and time of the interview/viva-voce will be notified in the official website www.sonitpur.dcourts.gov.in in due course of time. The final selection will be made on the basis of the marks obtained by the candidates in interview / viva-voce only.
7. Completed applications along with all testimonials as mentioned above should be addressed to '**The Member, Motor Accident Claims, Tribunal, Sonitpur, Tezpur, PIN – 784001, Assam**' through ordinary post or may be placed in the drop-box labeled as "Drop Box for applications for the post of Sheristadar/CAO" during office hours in the office premise of the MACT, Sonitpur.
8. The name of the post should be clearly mentioned at the top of the envelope as "**APPLICATION FOR THE POST OF CHIEF ADMINISTRATIVE OFFICER / SHERISTADAR**".
9. Completed application must reach the undersigned's office on or before 14th day of August, 2026 till 4:30 PM. No application shall be entertained after the schedule date. No postal delay shall be considered.
10. Candidate(s) will have to appear for interview/viva-voce, as and when called for. No TA/DA will be admissible for attending interview/viva-voce.
11. The criterion of selection shall be on the basis of "seniority-cum-merit".
12. Canvassing, directly or indirectly, will disqualify the candidate for the post.

13. The Selection Committee reserves the right to cancel, alter or modify the advertisement or other terms and conditions without any prior notice.


Member,
Motor Accident Claims Tribunal
-cum-
Chairperson,
Selection Committee,
Sonitpur, Tezpur

Memo No. MACT(s)/741-745 dated Tezpur 05 day of August, 2026

Copy to: -

1. The District & Sessions Judge,
Bajali/Baksa/Barpeta/Bisanath/Bongaigaon/Cachar/Chirang/
Darrang/Dhemaji/Dhuburi/Dibrugarh/Dima Hasao/Goalpara/
Golaghat/Hailakandi/Hojai/Jorhat/Kamrup(M)/Kamrup(R)/
Karbi Anglong/Kokrajhar/Lakhimpur/Majuli/Morigaon/Nagaon/
Nalbari/Sivasagar/Sonitpur/Tinsukia/Udalguri/South Salmara-
Mankachar/Sribhumi/West-Karbi Anglong
with a request to circulate the advertisement amongst all concerned
and the eligible staff as well as to place the same in the Notice Board
of respective Establishment.
2. The D.I.P.R.O., Sonitpur, Tezpur. He/She is requested to take
necessary steps for publishing the short-advertisement each in a
vernacular and an English daily newspaper and also in the official
social media handle of DIPRO, Sonitpur, Tezpur and DIPR, Assam,
for wide publicity.
- ✓ 3. The System ~~Assistant~~ ^{Officer}, Sonitpur District Judiciary, with a direction to
e-mail this Advertisement to all concerned and also to upload the
Advertisement in the Sonitpur district official website immediately.
4. The Notice Board of this Office.
5. The concerned file.


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Sonitpur, Tezpur

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