

## **OFFICE OF THE DISTRICT & SESSIONS JUDGE ::: CHARAIDEO**

Memo No. DJCHA/2025/ 920-923

Dated 21<sup>st</sup> day of May, 2025

### **ADVERTISEMENT**

**Date 21/05/2025**

Applications are invited from eligible candidates in **Standard Form** as published in Assam Gazette in Part IX , who are the citizens of India as defined in Article 5 to Article 8 of the Constitution Of India for filling up the sanctioned posts mentioned below, which are lying vacant, in the office of the District & Sessions Judge, Charaideo, Sonari, Assam.

### **Details of Vacant Posts**

Sl. No.	Name of the Post	No. of Post	Scale of Pay along with Grade Pay	Category wise break up of Vacancies
1.	<b>Chief Administrative Officer</b>	<b>01</b>	(₹30,000-₹1,10,000) + Grade Pay 14,500 per month	UR-01 (Unreserved)
2	<b>Bench Clerk Grade-I</b>	<b>01</b>	(₹22,000-₹97,000) + Grade Pay 9,100 per month	UR-01 (Unreserved)
3	<b>Administrative Officer (Sheristadar Civil Judge Sr. Division)</b>	<b>01</b>	(₹22,000-₹97,000) + Grade Pay 9,100 per month	UR-01 (Unreserved)
4	<b>Bench Clerk Grade-II</b>	<b>01</b>	(₹14,000-₹70,000) + Grade Pay 8,000 per month	UR-01 (Unreserved)

*Contd.....*

## **ELIGIBILITY:-**

**For the post of Sl. No. 1:** The candidate must have served either as a Senior Administrative Officer of the Additional District & Sessions Judge, or as the Head Administrative Officer in the District & Sessions Judge establishment, continuously for 5 years as on 20<sup>th</sup> day of May, 2025, as per the Assam District & Sessions Judges' Establishment (Ministerial) Service Rules, 1987.

**For the Post of Sl. No. 2 & 4:** The candidates must have served not less than 7 years of service in the establishment of the District & Sessions Judge in Assam out of which at least 3 years must be of continuous service as U.D. Assistant as on 20<sup>th</sup> day of May, 2025. The candidates having the experience of working in Benches of the establishment of District & Sessions Judge's will get the preference.

**For the Post of Sl. No. 3:** The candidates must have served not less than 7 years of service in the establishment of the District & Sessions Judge in Assam out of which at least 3 years must be of continuous service as U.D. Assistant as on 1<sup>st</sup> day of January, 2025.

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

### **Terms and Conditions:**

1. The applicants must submit their applications in the Standard Form of application published in Assam Gazette Part-IX. A candidate will have to submit 4 (Four) copies of recent passport size photographs and testimonials of his/her Age, Caste, Educational Qualification etc., along with the filled up application form, in photocopy to be self-attested. Candidates will have to produce testimonials in original, in the event of being selected for interview failing which his/her candidature will be rejected.
2. There must be a separate application in separate sealed envelopes for separate post and post applied for should be conspicuously mentioned in the envelope.
3. The intending candidates shall submit their applications through proper channel including experience certificate issued by the respective District and Sessions Judge or equivalent courts along with copies of service-book, five years ACRs with proof of requisite educational qualifications.
4. Applicants must mandatorily provide their contact number and e-mail ID (If available) in their application.
5. The candidate must submit "No Objection Certificate" issued by the competent authority.
6. A provisional 'Select List' and 'Reject List' will be notified in due course of time in the official website of Charaideo Judiciary, viz. <https://charaideo.dcourts.gov.in/>
7. Completed applications along with all testimonials as mentioned above should be addressed to 'The Office of District & Sessions Judge, Charaideo, Sonari, 785690' through post or may be placed in the box labelled as 'Drop Box for Applications' which will be placed inside the premise of the court of the undersigned.
8. No TA / DA will be admissible for attending interview.
9. Mode of selection shall be on the basis of "seniority cum merit".

10. No application will be entertained after Scheduled date for receiving the application. The authority shall not be responsible for any postal delay.
11. Incomplete applications, i.e., those without necessary particulars, signature, photographs, testimonials etc., shall be summarily rejected.
12. Canvassing directly or indirectly will disqualify the candidate for the post.
13. List of sorted out candidates and the date of interview will be uploaded in the official website mentioned herein, viz – <https://charaideo.dcourts.gov.in/>
14. Application should reach the office of the District & Sessions Judge, Sonari, Charaideo during office hours on working days on or before **10/06/2025**
15. **Address for Communication –**

(A) **District Judicial Court Campus, Charaideo**  
**Rajadhap, P.O. & P.S.: Sonari, PIN: 785690**  
**District: Charaideo, Assam**

(B) Details Regarding the advertisement can also be collected from the official website, i.e. <https://charaideo.dcourts.gov.in/>



  
District & Sessions Judge,  
Charaideo

Memo No. DJCHA/2025/~~920~~-923

Dated: 21.05.2025

Copy to:-

1. The District & Sessions Judge, Bajali/Baksa/Barpeta/ Biswanath/Bongaigaon/ Cachar/ Chirang/ Darrang/ Dhemaji/ Dhubri/Dibrugarh/ Dima Hasao/ Goalpara /Golaghat/ Hailakandi/Hojai/ Jorhat/Kamrup(M)/ Kamrup/ Karbi Anglong/ Kokrajhar/ Lakhimpur/Majuli/ Morigaon/ Nagaon/ Nablari/ Sivasagar/ Sonitpur/Tinsukia/Udalguri/South Salmara-Mankachar/Sribhumi/West-Karbi Anglong with a request to circulate the advertisement amongst the equivalent courts and the staff as well as to place the same in the Notice Board of respective establishment.
2. The D.I.P.R.O. Charaideo. He/She is requested to take necessary steps for publishing the advertisement in 1(One) Assamese, 1(One) English Daily and also in the official social media handle of DIPRO, Charaideo and DIPR, Assam, for wide publicity.
- ✓ 3. The System Assistant, Charaideo District Judiciary, with a direction to e-mail this advertisement to all concerned and also, to upload the advertisement in the official website immediately.
4. The Notice Board of this Office.
5. The concerned file.

  
District & Sessions Judge,  
District & Sessions Judge  
Charaideo  
  
21/05/2025

