



OFFICE OF THE CHIEF JUDICIAL MAGISTRATE::BISWANATH::ASSAM

ADVERTISEMENT

Date: 13-08-2026

Application in Standard Form (Assam Gazette Part-IX) are invited from experienced employees of the establishment of the Chief Judicial Magistrate of the State of Assam to fill up the following vacant posts in the establishment of the undersigned in the Scale of Pay as shown below:

Name of Post	No of Post	Reservation	Scale of Pay with Grade Pay	Post creation letter No & date
Senior Administrative Assistant (SAA)	2	Unreserved-02	Rs. 14,000/- - to Rs. 70,000/- with Grade Pay Rs. 8,000/-	

ELIGIBILITY:

The candidates must have served not less than 5 years of continuous service in the establishment of the Chief Judicial Magistrate in Assam as Junior Administrative Assistant (LDA/Copyist/Typist-Copyist). The candidates having the experience of working in the establishment of Chief Judicial Magistrate will get the preference

HOW TO APPLY:

1. Intending candidates shall submit their application through proper channel to the "Chief Judicial Magistrate, Biswanath, District Judicial Court Campus, Biswanath, PIN-784176" either personally or through post.
2. The application must be accompanied with (i) Three recent passport size photographs, (ii) Experience certificate issued by the respective Chief Judicial Magistrate, (iii) Self attested copies of all the testimonials in support of their educational qualification and experience, (iv) Copy of Service Book, (v) Copy of ACR's for last three years and (vi) Contact number and Email ID of the applicant.
3. The candidate must write "Application for the post of Senior Administrative Assistant (SAA)" on the top of the envelope.
4. The application should reach the office of the undersigned during office hours on working days **on or before 27-08-2026. No application shall be accepted nor shall any postal delay be considered after the last date.**

5. The selection will be on the basis of seniority cum merit. The Selection Board reserves the right to relax to requisite criteria in case of need and exigencies and can cancel, alter or modify the advertisement or its terms and condition without any prior notice.
6. No individual call letter will be sent to the eligible candidates. The list containing the names of eligible candidates and the criterion for selection including date of examination for selection will be notified in our official website(<https://biswanath.dcourts.gov.in>).
7. Candidates have to produce their original testimonials regarding education qualifications, date of birth and work experience as and when asked for.
8. Incomplete application in any respect will be rejected without citing any reason. Candidates shall remain responsible for any mistake or omission by him/her in his/her application form.
9. If any candidate is found canvassing directly/indirectly, his/her candidature will be rejected.

Sd/-
Chief Judicial Magistrate
Biswanath:Assam

Memo No: CJM/BN/...9.17-22

Dated: Biswanth the 13th August, 2026

Copy to:

1. The Hon'ble District and Sessions Judge, Biswanath(Assam)
2. The Chief Judicial Magistrate,
Kamrup(M)/ Kamrup/ Morigaon/ Nagaon/ Sonitpur/ North Lakhimpur/ Dhemaji/ Dhubri/ Darrang/ Golaghat/ Jorhat/ Sivasagar/ Sonitpur/ Dibrugarh/ Tinsukia/ Cachar/ Karimganj/ Hailakandi/ Nalbari/ Barpeta/ Bongaigaon/ Dima Hasao/ Goalpara/ Kokrajhar/ Baska/ Chirang/ Karbi Anglong/ South Salmara/ Udalguri/ Charaideo/ Bajali/ Majuli/ West Karbi Anglong/ Hojai. The learned CJMs are requested to circulate this advertisement amongst the eligible candidates in their establishments.
3. The D.I.P.R.O. Biswanath. He/She is requested to take necessary steps for publishing the advertisement in 1(one) Assamese, 1(one) English Daily for wide publicity.
4. System Assistant, Biswanath District Judiciary, with a direction to e-mail this advertisement to all concerned and also to upload the advertisement in the official website of Biswanath District Judiciary immediately.
5. Notice Board of this establishment.
6. Office File.


Chief Judicial Magistrate
Biswanath, Assam
Chief Judicial Magistrate
Biswanath