



OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY, MAJULI

ADVT. NO. 01/2023

Dated 21.12.2023

Application are invited in Standard Form as published in the Assam Gazette in Part IX from eligible candidates from the date of publication of this Advertisement **till 5:00 P.M. of 20th January, 2024** for filling up the following vacant post in the office of the District Legal Services Authority, Majuli, Assam.

Sl. NO.	Name of the post	No. of vacancy	Scale of Pay	Category of Post	Qualification
1	Lower Division Assistant (L.D.A)	1(One)	Rs.14000-60500/- with Grade Pay of Rs.6200/-and other allowances admissible under the rules.	Unreserved	Graduate in any discipline from Govt. recognized University with Computer knowledge.

1. Eligibility Criteria:

(i) He/ She must be a citizen of India as defined under Article 5 and 6 of the Constitution of India.

(ii) A candidate must be a Graduate in any stream from an UGC recognized University as on the last date of submission of application.

(iii) He/ She must possess a certificate of Computer knowledge of minimum 1(one) year duration.

(iii) The candidate should have knowledge of the official Language of the state of Assam (Assamese).

(iv) The candidate must possess Employment exchange registration number for the state of Assam.

2. AGE LIMIT:

The category-wise age limit as on the last date of receipt of application is as under:

Sl. No.	Category	Minimum age (in years)	Maximum age
1	UNRESERVED	18	40
2	OBC/MOBC	18	43
3	SC/ST	18	45
4	PWD	18	50

3. SELECTION PROCESS:

Stage	Description
Stage 1	Common Written Test (Based on objective Questions with Multiple Choices) of two hour duration of 100 marks (i) General English (30 marks), General Knowledge including Computer Knowledge (30 marks) and General Aptitude (20 marks), Official language of the state of Assam (Assamese) (20 marks).
Stage 2	Candidates who are declared qualified will be called for viva voce and skill test. Candidates in the ratio of 1:10 from the rank-wise mark sheet of the written test (10 times the total post) will be called to the Computer Skill test and viva-voce (20 and 30 marks respectively). On the basis of the grand total marks obtained by the candidates in the Written Test, Skill Test and viva-voce, the final selection will be made.

Note: The selection committee reserves the right to fix cut off mark, if any, for the written test. **There shall be no negative marking.**

4. HOW TO APPLY:-

1. Eligible candidates will have to apply in Standard form of Application along with copies of all relevant documents and must submit to **"The Secretary, District Legal Services Authority, Majuli, Behind Circuit House, Garamur, Majuli, 785104"** on or before **5:00 P.M. of 20th January, 2024.** Intending candidates are requested to write their mobile number(s) in the application. The application must be accompanied with the following:-

a. Two recent passports size photograph with name on reverse side.

b. Self attested copies of all testimonials in support of his/her AGE, EDUCATIONAL QUALIFICATION, ADDRESS PROOF, IDENTITY PROOF etc.

However, candidates have to produce their original testimonials regarding educational qualifications, computer applications, date of birth, caste, working experience (if any) etc. at subsequent stages when asked for.

5. TERMS AND CONDITIONS:

- I. Merely satisfying the eligibility criteria will not entitle a candidate to be called for the written examination, Skill test and viva-voce etc.
- II. He must not have more than one wife living, provided the Government may for good and sufficient reasons exempt any candidate from the operation of this condition.
- III. No candidate shall be eligible for appointment if he, after undergoing such medical examination as Government may specify, is found to be not good mental or bodily health and not free from any mental or physical defect likely to interfere in the discharge of his duties.
- IV. The admission of candidates at all stages of the selection process shall be purely provisional and subject to their satisfying the prescribed eligibility criteria. If, on verification at any time before or after the selection process, it is found that a candidate does not fulfil any of the eligibility conditions, his/her candidature shall stand cancelled without any notice. Mere calling of candidates to written

examination/interview etc. or issuance of admit card/call letter etc. does not mean acceptance of candidature of any candidate which shall be further scrutinized at every stage and the selection committee has right to reject the candidature of any candidate at any time.

- V. The provisional list of the candidates, with Roll Nos. will be published in the Majuli District judiciary website for the candidates' reference.
- VI. No TA/DA shall be paid to the candidates for appearing in the Written Test, Computer Skill Test and Viva-Voce etc.
- VII. No individual call letter/admit card will be issued to the candidate. However candidates are advised to visit the official website of the Majuli District Judiciary regularly for updates and important information. Unnecessary correspondence should be avoided. (<https://majuli.courts.gov.in>)
- VIII. If any candidate is found canvassing directly or indirectly, he/she will be liable for criminal prosecution.

sd/-
District & Sessions Judge
-cum-
Chairman,
District Legal Services Authority,
Majuli

Memo No. 2379-85
Copy for information to:

Dated:- 21-12-23

1. The Member Secretary, Assam State Legal Services Authority, Guwahati-1.
2. The Commissioner & Secretary, Legislative Department, Dispur, Assam.
3. The Ld. Secretary, District Legal Services Authority, Majuli.
4. The District Public Relation Officer, Majuli. He/She is requested to publish the advertisement one in Assamese Daily "Protidin" and English Daily "The Assam Tribune" with a confirmation to the undersigned.
5. The System Assistant, District Judiciary, Majuli. He is directed to upload the Advertisement in the official website of District Judiciary, Majuli.
6. Notice Board of this establishment.
7. Office file.


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