



**GOVERNMENT OF ASSAM**  
**DISTRICT LEGAL SERVICES AUTHORITY**  
**WEST KARBI ANGLONG**



**Judicial Courts & Offices compound,**  
**Sai – Ali, Hamren, Pin : 782486, West Karbi Anglong, Assam**  
**Email- [dlsawestka@gmail.com](mailto:dlsawestka@gmail.com), Contact No-6901281649**

**Memo No: DLSA/2024/392**

**Dated the 23<sup>rd</sup> July, 2024**

**ADVERTISEMENT NO.02/2024**

**Dated: 23/07/2024**

Applications are invited in Standard Form from eligible candidates for filling up the following posts purely on contractual basis in the Office of the LADCS under the establishment of DLSA, West Karbi Anglong, Hamren initially for a period of one year as per NALSA Legal Aid Defense Counsel Modified Scheme, 2022.

Sl. No.	Name of Post	No of Post	Qualification/Eligibility Criteria	Remuneration	Type of Test
1.	Deputy Chief Legal Aid Defense Counsel	03	<ul style="list-style-type: none"><li>●Practice in criminal law for at least 7 years.</li><li>●Excellent understanding of criminal law</li><li>●Excellent oral and written communication skills.</li><li>●Skill in legal research</li><li>●Thorough understanding of ethical duties of defense counsel.</li><li>●Ability to work effectively and efficiently with others.</li><li>●Must have handled at least 20 criminal trials in Sessions Courts.</li><li>●IT Knowledge with high proficiency in work.</li></ul>	Rs.45,000/- (per month)	Viva-voce


*[Signature]*  
23/07/2024  
District and Sessions Judge  
Cum  
Chairman, District Legal Service Authority  
West Karbi Anglong, Hamren

2.	Assistant Legal Aid Defense Counsel	06	<ul style="list-style-type: none"> <li>●Practice in criminal law from 1 to 3 years.</li> <li>●Good oral and written communication skills.</li> <li>●Thorough understanding of ethical duties of defense counsel.</li> <li>●Ability to work effectively and efficiently with others.</li> <li>●Excellent writing and research skills.</li> <li>●IT Knowledge with high proficiency in work.</li> </ul>	Rs. 30,000/- (per month)	Viva-voce
3.	Office Assistant	03	Graduate in any discipline from any recognised University and must have computer knowledge	Rs.12,000/- (per month)	Viva-voce and Skill Test
4.	Receptionist-cum-Data Entry Operator	01	Graduate in any discipline from any recognised University and must have computer knowledge	Rs.12,000/- (per month)	Viva-voce and Skill Test
5.	Office Peon	03	Class VIII passed but should <b>not</b> have passed class XII (HS)	Rs.10,000/- (per month)	Viva-voce



### Eligibility Criteria

- (i) The candidate must be an Indian Citizen as defined in Article 5 to 8 of the Constitution of India.
- (ii) The candidate must be a graduate from any discipline for the post of Office Assistant and Receptionist –cum- Data Entry Operator and for the post of Peon, candidate must be Class-VIII passed but should **not** have passed class XII (HS).
- (iii) The candidate for the post of Office Assistant and Receptionist –cum- Data Entry Operator should have Basic word processing skills and the ability to operate computer and skills to feed data, good Typing Speed with proper setting of petition, ability to take dictation and prepare files for presentation in the Courts, file maintenance and processing knowledge.
- (iv) The candidate shall not be less than 18 years and upper age limit in 38 years in case of general category as on 01.01.2024. The upper age limit for the reserved category candidates shall be relaxed as per existing rules.
- (v) Duly filled up application in standard form along with self-attested copies of all educational documents, computer certificate, age proof, experience certificate (if any) etc. along with three (3) recent passport size photographs should be addressed to the **Office of the District and Sessions Judge – cum – Chairman, District Legal Services Authority, West Karbi Anglong, Hamren, Pin. – 782486.**
- (vi) The applicants shall have to submit their applications in sealed envelop mentioning the post applied for at the top of the envelope containing the application in the DROP BOXES provided in the District Legal Services Authority, West Karbi Anglong, Hamren.
- (vii) The applicants may send their applications through post. The office shall not be liable for any postal delay.

  
 23/07/2024  
 District and Sessions Judge  
 Cum  
 Chairman, District Legal Service Authority  
 West Karbi Anglong, Hamren



(viii) **The last date of receipt of application is 29/07/2024 till 1 PM.**

(ix) No application shall be entertained after the last date.

(x) List of eligible candidates with date and venue for viva-voce/skill test shall be uploaded in the Official Website of District Judiciary, West Karbi Anglong i.e.

<https://district.ecourts.gov.in/westkarbianglong> in due course of time. No separate call letters will be issued.

(xi) Candidates shall appear at the Viva Voce and skill test at their own cost.

No T.A./D.A. etc. will be admissible for the same.

(xii) Canvassing directly or indirectly will disqualify the candidature.

(xiii) Posts are on contract basis, purely temporary and for one year only and does not entitle the person for being regularised in Govt. Service.

(xiv) The candidates are to provide their email ID, Phone and Whatsapp number including alternative phone/mobile number in their applications.

**TERMS AND CONDITIONS**

- i. Incomplete or application received late shall be summarily rejected.
- ii. The list of the eligible candidates and list of rejected candidates will be uploaded in the official website of District Judiciary, West Karbi Anglong, Hamren.
- iii. No individual call letter will be sent to the eligible candidates. They will be communicated over phone.
- iv. The candidates eligible for appearing in the viva-voce/skill test shall have to produce valid photo ID card and address proof.
- v. The Selection Board reserves the right of cancellation, modification or alteration of the advertisement at any point of time.

*23/07/2024*

District & Sessions Judge

-cum-

Chairman

District Legal Services Authority,

West Karbi Anglong, Hamren

Cum

Chairman, District Legal Services Authority

West Karbi Anglong, Hamren

Memo No: DLSA/2024/ 393-397

Copy for information to :-

- 1. The Learned Member Secretary, Assam State Legal Services Authority, Guwahati.
- 2. Notice Board of Office of District Commissioner West Karbi Anlong, Hamren.
- 3. The Notice Board, District Legal Services Authority, West Karbi Anglong, Hamren.
- 4. The Notice Board of Hamren Bar Association.
- 5. The System Assistant of the West Karbi Anglong, Hamren for uploading the advertisement in the official website.
- 6. Office copy.

*23/07/2024*

District & Sessions Judge

-cum-

Chairman

District Legal Services Authority,

District and Sessions Judge

Cum

Chairman, District Legal Service Authority

West Karbi Anglong, Hamren