

**OFFICE OF THE DISTRICT & SESSIONS JUDGE :: :: HAILAKANDI**  
**ADVERTISEMENT**

**Memo No. JHD.V/2024/5/ 2753-2756 Dated 01-08-2024**

Applications are invited from the intending eligible candidates who are citizens of India as defined in Article 5 and 6 of the Constitution of India, in the prescribed Standard Form under Assam Gazette of Part-IX for filling up of vacant posts (highlighted hereunder in the table) in the establishment of District & Sessions Judge, Hailakandi, Assam.

The qualification, eligibility criteria and reservation are set forth in the table against the posts after taking into due consideration the relevant rules of Government as amended from time to time.

**POSTS ADVERTISED**

Sl. No.	Name of the Posts	No. of Posts	Requisite Qualification	Scale of pay with Grade Pay
1.	Jarikarak (Process Server)	01 (One)	1. Must be a graduate in any discipline. 2. Must have knowledge in official language of Assam.	Rs.14000-70000/- + G.P.=Rs.5,200/- per month along with other allowances admissible as per Rules.
2.	Peon	01 (One)	1. Minimum VIII Standard passed. 2. A candidate who has passed HSSLC or above shall be ineligible to apply for the post. <b>Candidates have to submit a self-declaration certificate along with the application form stating that "he/she has not passed HSSLC or equivalent examination or above."</b>	Rs.12000-52000/- + G.P.=Rs.3,900/- per month along with other allowances admissible as per Rules.

Categorical break-up of Posts earmarked for reservation : -

Sl. No.	Name of the Posts	OBC/MOBC
1.	JARIKARAK (PROCESS SERVER)	01 (One)
2.	PEON	01 (One)

**-: ELIGIBILITY CRITERIA :-**

1. The candidate must be an Indian Citizen as defined in 5 to 8 of the Constitution of India.

2. The age of the candidate must not be less than 18 years of age and more than 40 years of age as on 01-08-2024. The upper age limit relaxation is 3 years for OBC/MOBC candidates; 10 years in respect of Persons with Disabilities and 2 years in respect of Ex-Servicemen.

**-: HOW TO APPLY:-**

1. The eligible candidates must submit their applications in the Standard Form of Application published in **Assam Gazette Part-IX**.
2. The Application must be accompanied with the following :-
  - (a) 3 (Three) copies of recent passport size coloured photographs with signature on the reverse side.
  - (b) Self-attested copies of testimonials in support of his/her AGE, CASTE, EDUCATIONAL QUALIFICATION etc.
  - (c) Self-declaration certificate.
  - (d) Valid Employment Exchange Registration Certificate.
3. The candidates will have to produce all the testimonials in original, in the event of being selected for interview failing which his/her candidature will be rejected.
4. The candidates are to send the duly filled applications addressed to **"The District & Sessions Judge, Hailakandi, P.O., P.S. & District Hailakandi, Assam, Pin-788151"**. *Also, the candidates are to super scribe the post applied for on the top of the envelope, without fail. For e.g. "APPLICATION FOR THE POST OF JARIKARAK (PROCESS SERVER) IN THE OFFICE OF THE DISTRICT & SESSIONS JUDGE, HAILAKANDI" and "APPLICATION FOR THE POST OF PEON IN THE OFFICE OF THE DISTRICT & SESSIONS JUDGE, HAILAKANDI"*. The candidates may also submit their applications in the drop box placed at the Office of the District & Sessions Judge, Hailakandi.
5. The Candidate must mandatorily provide their contact Number **(without fail)** and e-mail ID (if available) in their application.
6. **Last date for receipt of applications is 31-08-2024 till 5 P.M.** Applications received after last date shall not be accepted and will be summarily rejected. The Office of the undersigned shall not be responsible for any postal delay.
7. Candidates who are already in Government Service may apply through proper channel with NOC from the employer.
8. A provisional '**Select List**' and '**Reject List**' for the respective post will be notified in due course of time in the official website of Hailakandi District Judiciary, viz. [www.hailakandi.dcourts.gov.in](http://www.hailakandi.dcourts.gov.in).
9. The schedule of interview (written test/viva-voce) will be intimated in due course of time on the aforementioned official website. Call letter will not be individually sent to the applicants and they have to collect

- the same from the office of the undersigned or as per the information provided in the official website [www.hailakandi.dcourts.gov.in](http://www.hailakandi.dcourts.gov.in). The candidates are advised to visit the official website regularly for updated information.
10. The selection against the above-mentioned posts will be based only upon the candidate's performance in written test/viva-voce only.
  11. If any candidate is found to have suppressed his educational qualifications or given wrong information, at the time of applying or later on, his candidature shall stand rejected with immediate effect and **shall also be liable to Criminal Prosecution as per law.**
  12. Merely satisfying the eligibility criteria will not entitle a candidate to be called for the interview/viva-voce.
  13. No T.A./D.A. will be admissible for appearing in written test/interview etc. as the case may be.
  14. **Canvassing directly or indirectly will disqualify the candidature.**
  15. Incomplete applications without necessary particulars, signature, photographs, testimonials etc., shall be summarily rejected.
  16. The undersigned reserves the right to cancel, modify or alter the advertisement or other terms and conditions of the advertisement.

*Sd/- Shri Syed Imdadur Rahman*

District & Sessions Judge,  
Hailakandi

**Memo No. JHD.V/2024/5/ 2753-2756 Dated 01-08-2024**

Copy forwarded for information to :-

1. The Chief Administrative Officer of this establishment.
- ✓ 2. The System Officer/Assistant of this Judgeship, (He is directed to upload the advertisement in the Official Website of this Judgeship.)
3. The District Information & Public Relations Officer, Hailakandi. He/She is hereby requested to publish this 'ADVERTISEMENT' in leading Assamese/Bengali/English local newspapers of Assam, for wide circulation of the same.
4. Notice Board of the undersigned.
5. Office file.

*Syed Imdadur Rahman*  
01/8/24  
District & Sessions Judge,  
Hailakandi