

OFFICE OF THE CHIEF JUDICIAL MAGISTRATE::::SOUTH SALMARA –MANKACHAR

ADVERTISEMENT
DATED-25/11/2024

Applications are invited from the eligible candidates, who are citizens of India as defined in the Constitution of India, in Prescribed Standard Form of application, with self attested copies of all testimonials in support of age, educational qualification, caste, experience (if any), along with 3(three) copies of recent passport size colour photograph for filling up the following sanctioned post of **Process Server** which is lying vacant in the establishment of Chief Judicial Magistrate, South Salmara Mankachar, Assam.

Sl. No.	Name of Post	No. of Posts	Category wise reservation	Scale of Pay with Grade Pay	Educational Qualifications
1.	Process Server	01	OBC/MOBC	Rs.14000-60500 + GP Rs.5200 (PB-2)	Graduate (in any discipline) with knowledge of Assamese language.

Terms & Conditions:

1. Candidates who will fulfill the requisite eligibility criteria must submit their applications in the Standard Form of application published in the Assam Gazette Part-IX and fill the form with BLOCK LETTERS using Black/Blue ball pen only. Paste 1(one) recent passport size colour photograph in the specified box and submit another 2(two) passport size photograph with the application form. Put applicant's signature in the box specified for signature.
2. The filled up "Application Form" along with the copy of Age Certificate, Educational Qualification Certificate, Caste Certificate from competent authority, valid Employment Exchange Registration Certificate, forwarding documents, in case applying through proper channel, Experience Certificate if any, must send it by post to the **Office of the Chief Judicial Magistrate, South Salmara-Mankachar, P.O- Fekamari, Pin Code- 783135, Dist- South Salmara-Mankachar, Assam**, or may be dropped in

the "Drop Box" to be kept in the Office of the undersigned. **The documents furnished with the application must be self attested by the candidates himself/herself.**

3. Applications made in any other mode except as indicated above shall be summarily rejected without any communication.
4. Candidates must not be less than **18** years or more than **43** years (age is relaxable as per Govt, norms for OBC/MOBC of age as on 21.11.2024.
5. Applicants who are already in Govt. service should submit their applications through proper channel. They shall have to produce **No Objection Certificate** at the time of Document Verification and **Release Order** at the time of joining from the present employer, if selected.
6. **Applications should reach the Office of the undersigned during office hours on working days on or before 24-12-2024.**

7. Selection Process-

Stage 1	Written Examination for 70 marks of 2 hours duration testing the English Proficiency, General Knowledge, General Aptitude and Reasoning as well as knowledge of Assamese language.
Stage 2	Interview/Viva-voce of 30 marks. Candidates in the ratio of 1:3 (3 candidates for 1 post) in order of merit in the written examination will be called to appear in the Interview.

8. The eligible Candidates shall have to appear written test followed by Viva-voce.
9. No TA/DA will be admissible to the candidates for appearing in the Written Test/ /Viva-Voce etc.
10. Candidates are advised to visit the official website (<https://southsalmara.dcourts.gov.in/>) of South Salmara Mankachar, District Judiciary regularly to get updated information. Unnecessary correspondence should be avoided and if done, candidature will be rejected.
11. If any candidate is found canvassing directly/indirectly, his/her candidature will be rejected.

12. The Selection Board reserves the right to cancel, alter or modify the advertisement or other terms and conditions of the advertisement without any prior notice.

J. S. Bhattacharjee
Chief Judicial Magistrate
South Salmara-Mankachar

MEMO No-CJM/SSM/03/2024/1775-80

DATED-25/11/2024

Copy forwarded for information to:

1. The Hon'ble District and Sessions Judge, South Salmara-Mankachar
2. The D.I.P.R.O. South Salmara-Mankachar. He/She is requested to take necessary steps for publishing the advertisement in 1(one) Assamese, 1(one) English Daily news paper for wide publicity.
3. The CAO, District Judiciary, SSM with a request to affix this notice to the Notice Board office of the District & Sessions Judge, SSM.
- ✓ 4. The System Assistant, South Salmara-Mankachar District Judiciary, South Salmara Mankachar with a direction to upload this advertisement in the official website and also directed to send this advertisement to all the Chief Judicial Magistrate of Assam through e-mail at the earliest.
5. The Notice Board of the Office.
6. Office File.


Chief Judicial Magistrate
South Salmara-Mankachar
Chief Judicial Magistrate,
South Salmara-Mankachar


25-11-24
YCH/AO