OFFICE OF THE DISTRICT & SESSIONS JUDGE, HOJAI
জিলা ও সত্র ন্যায়াধীশৰ কার্য্যালয়, হোজাই
SRIMANTA SANKARDEV NAGAR, HOJAI, ASSAM
শ্রীমন্ত শংকৰদেৱ নগৰ, হোজাই, অসম
Mail Id : djhojai21@gmail.com
Phone Number : 03674262622

ADVERTISEMENT

Memo No. DJHj/26/ 1443 - 46 Dated: 3/07/2026

Applications are invited from 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 of Peon in the establishment of District & Sessions Judge, Hojai.

DETAILS OF POSTS

Name of the posts	No. of posts	Category wise break up	Scale of pay with Grade Pay	Mode of Selection
Peon	04 (Four)	UR-02, OBC-01, ST(H)-01	Rs. 12000-52,000- + G.P. – Rs. 3,900/- per month along with other admissible allowances as per ROP Rules 2017.	Viva/voce

ELIGIBILITY CRITERIA:

1. Minimum VIII Standard Pass. A candidate who has passed HSSLC or above shall be ineligible to apply for the post. **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."** However, candidates possessing special skills/ life skills such as driving, plumbing, computer skills, technical and hard skills etc. shall be given preference, provided he/she possesses the educational qualification as prescribed.

3.7.26
District & Sessions Judge
Hojai :: Assam

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

3. The age of the candidate must not be less than 18 years of age and more than 40 years of age as on 01.01.2026. The upper age limit relaxation is 5 years for SC/ST(P)/ST(H) candidates; 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 intending eligible candidates must submit their applications in the Standard Form of Application published in **Assam Gazette Part-IX (annexed with this advertisement)**.

2. The application must be accompanied with the following:

   a) 4 (four) 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. 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, Hojai, Sankardev Nagar, Hojai, Assam-782442".** *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 PEON IN THE OFFICE OF THE DISTRICT & SESSIONS JUDGE, HOJAI". The candidates may also submit their applications in the drop box placed in the Office of the District & Sessions Judge, Hojai.

5. Applicant 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 31.07.2026 up to 05:00 PM.** Applications received after last date shall not be accepted and will be

3.7.26
District & Sessions Judge
Hojai :: Assam

summarily rejected. The office of the undersigned shall not be responsible for any postal delay.

TERMS AND CONDITIONS:

1. Candidates who are already in government service must apply through proper channel.

2. A provisional **'Select List'** and **'Reject List'** for the respective post will be notified in due course of time in the official website of Hojai District Judiciary, *viz.* https://hojai.dcourts.gov.in.

3. The schedule of interview will be intimated in due course of time in 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 https://hojai.dcourts.gov.in. The candidates are advised to visit the official website regularly for updated information.

4. The selection against the above-mentioned posts would solely be based upon the candidate's performance in interview/viva-voce only.

5. 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.

6. Merely satisfying the eligibility criteria will not entitle a candidate to be called for the interview/viva-voce.

7. No T.A./D.A. will be admissible for appearing in viva voce/interview etc as the case may be.
8. If any candidate is found canvassing directly or indirectly, his/her candidature will be rejected outright.
9. The duty profile must be performed by a Peon is given below :
    a) Physical Maintenance of records of the office.
    b) General cleanliness & Upkeep of the office.
    c) Carrying of bags, files & other papers within the building.
    d) Photocopying, sending of FAX etc.
    e) Other non-clerical work in the office.

3.7.26
District & Sessions Judge
Hojai :: Assam

f) Assisting in routine office work like diary, dispatch etc. including computer.

g) Delivering of dak (outside the building)

h) Watch & ward duties.

i) Opening & closing of rooms.

k) Dusting of furniture etc.

l) Cleaning of building, fixtures etc.

m) Driving of vehicles, if in possession of valid driving license.

n) Upkeep of parks, lawns, potted plants etc.

o) Any other work assigned by the superior authority.

p) Engaged in need based IT works including computerization, e-file etc

q) Cooking.

The above mentioned duties is only illustrative and not exhaustive, the Superior Authority may add other duties of similar nature ordinarily performed by the staff at this level.

10. **If a candidate submits more than one application, his/her candidature shall be liable to be cancelled and no communication will be sent in this regard.**

11. **Incomplete applications without necessary particulars, signature, photographs, testimonials etc., shall be summarily rejected.**

12. The undersigned reserves the right to cancel, modify or alter the advertisement or other terms and conditions of the advertisement.

13. All other matters which are not specifically provided in this advertisement shall be decided by the Selecting/Appointing authority.

Sd/-

District & Sessions Judge,
Hojai, Assam

Memo No. DJHj/26/ 1443-46 Dated: 03/07/2026

Copy forwarded for information and necessary action to:

1) The District Information & Public Relations Officer, Hojai. He/She is hereby requested to take necessary steps to publish this

3.7.26
District & Sessions Judge
Hojai :: Assam

advertisement in widelyt circulated Assamese (Asomiya Protodin) and English (The Assam Tribune) newspaper.

2) The Systems Officer, District Judiciary, Hojai. He is directed to upload the advertisement in the official website of Hojai District Judiciary.

3) Notice Board, Office of the District & Sessions Judge, Hojai

4) Office File.

3.7.26

District & Sessions Judge,
Hojai, Assam

District & Sessions Judge
Hojai

3/7/26