



District Legal Services Authority (Nyaya Sadan), Bokaro

In the premises of Civil Courts, Bokaro, Near D.C. Office,

Camp- II, Bokaro Steel City- 827001

NOTICE INVITING APPLICATIONS FOR ENGAGEMENT OF (i) OFFICE ASSISTANTS/CLERKS-CUM-RECEPTIONIST-CUM-DATAENTRY OPERATOR (TYPST), (ii) OFFICE PEON (MUNSHI/ATTENDANT), AS PER THE MODIFIED LADCS SCHEME 2022, PURELY ON CONTRACT BASIS INITIALLY FOR THE PERIOD OF ONE YEAR AND FURTHER EXTENSION FOR ONE YEAR AFTER SATISFACTORY PERFORMANCE FOR THE LEGAL AID DEFENSE COUNSEL OFFICE IN BOKARO DISTRICT OF THE JHARKHAND STATE UNDER JHARKHAND STATE LEGAL SERVICES AUTHORITY (JHALSA)

Posts	No.	Monthly Honorarium	Qualifications	Age (as on 24.05.2024)
Office Assistants/ Clerks-cum- Receptionist -cum-Data Entry Operator (Typist)	1	18,000/- (provisions of the Minimum Wages Act and orders issued in this regard shall be complied)	<ul style="list-style-type: none">• Educational Qualification : Graduation• Basic word processing skills and the ability to operate computer, with Excellent verbal and written communication skills• The ability to work telecommunication systems (telephones, fax machines, switchboards etc)• Proficiency with typing speed of 40 WPM,• Ability to take dictation and entering data,• File maintenance and processing knowledge,	18 – 35 yrs (Age relaxation as per rule of State Govt)
Office Peon (Munshi/ Attendant)	1	12,500/- (provisions of the Minimum Wages Act and orders issued in this regard shall be complied)	Matriculation	18 – 35 yrs (Age relaxation as per rule of State Govt)

** Qualifications may be reasonably relaxed in case of exceptional candidates or circumstances with the approval of the Executive Chairman, SLSA



The Scheme of engagement is available on the Notice board of DLSA, Bokaro. **The duly filled-in application form along with self-attested copies of documents shall be submitted to DLSA, Bokaro, wherein the candidate desires to apply through speed post, or in an envelope personally in the office of the Secretary, DLSA on or before 20th June, 2024 by 04:00 P.M.** Any application received after due date shall not be considered.

Note: *Applying for engagement does not create any right/ assurance whatsoever.

S/d

District & Addl.
Sessions Judge-II-
-cum-Member,
Selection Committee,
Bokaro

S/d

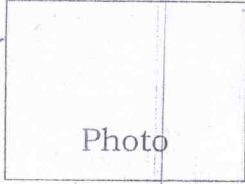
District & Addl.
Sessions Judge-I-
-cum-Member,
Selection Committee,
Bokaro

S/d

Principal District Judge-
-cum-Chairman,
Selection Committee
Bokaro



APPLICATION FOR ENGAGEMENT AS OFFICE ASSISTANTS/CLERKS-CUM-RECEPTIONIST-CUM-DATA ENTRY OPERATOR (TYPIST) AND OFFICE PEON (MUNSHI/ATTENDANT)



STATE: JHARKHAND

DISTRICT _____

Application No. _____

(For Office use)

Post Applied for -

APPLICATION FOR OFFICE ASSISTANTS/CLERKS-CUM-RECEPTIONIST-CUM-DATA ENTRY OPERATOR (TYPIST) AND OFFICE PEON (MUNSHI/ATTENDANT)

1. Applicant's Name :
2. Father/Husband's Name :
3. Date of Birth :
4. Age (as on 24.05.2024) :
18-35 yrs (Age relaxation as per rule of State Govt)
5. Gender :
6. Present Residential Address :
7. Permanent Residential Address :
9. Telephone no./Mobile No. :
10. E-mail ID :
11. PAN No. :



12. AADHAR No. :

13. Educational Qualification (Please enclose self-attested copies of documents):

Course	Name of Board/ University	Year of Passing	Obtained Percentage (aggregate)
Matriculation			
Graduation & Above			
Professional/Technical Skills			
Any other (if any)			

** Note: For the post of Peon, Minimum educational qualification is Matriculation

14. Whether any Criminal case/Complaint is/was against the Applicant :
--- YES/ NO (If yes, specify details of both disposed & pending with documents)

15. List of the documents to be attached.

- i. Self-Attested copy of Certificates in support of educational qualifications.
- ii. Self-Attested copy of Photo Identity Card and Address Proof.
- iii. Any other documents (if any)

(Signature)



DECLARATION

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false/incorrect at any stage, my candidature is liable to be cancelled. I have read and understood the instructions and terms of the engagement and agree to abide by those. I declare that I fulfil the eligibility conditions for the category to which I am seeking engagement. I declare that I have never been penalised in any Criminal Proceedings. I also undertake to maintain absolute integrity and discipline as required thereunder. I agree with the Honorarium structure and all the terms and conditions notified by SLSA/DLSA concerned.

(Signature)

Place: _____

Date: _____

अतः सवसाधारण का सूचित किया जाता है कि नदी के दाना तरफ अवास्थ्य जन आवादा, निजी/सार्वजनिक कम्पनी द्वारा निर्माणाधीन संरचना/पुल - पुलिया/यातायात के अस्थायी सेतु/कैक्ट्री या कोयला खदान/रेलवे पुल या सड़क/पेयजल एवं स्वच्छता विभाग के इन्टेक वेल या पम्प तथा नदी में अवस्थित किसी भी स्थायी या अस्थायी संरचना एवं सामग्रियों की सुरक्षा को खतरा उत्पन्न हो सकता है। अतएव अग्रिम सुरक्षात्मक कार्रवाई हेतु सचेत किया जाता है।

PR 325357 Water Resource(24-25).D

कार्यपालक अभियंता
तेनुघाट बांध प्रमंडल, तेनुघाट

District Legal Services Authority (Nyaya Sadan), Bokaro
In the premises of Civil Courts, Bokaro, Near D.C. Office,
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S/d
District & Addl.
Sessions Judge-II-cum-Member,
Selection Committee, Bokaro

S/d
District & Addl.
Sessions Judge-I-cum-Member,
Selection Committee, Bokaro

S/d
Principal District Judge-
cum-Chairman,
Selection Committee, Bokaro

PR 325384Law(24-25)#D



झारखण्ड सरकार

**कार्यपालक अभियंता का कार्यालय
ग्रामीण विकास विशेष प्रमंडल, धनबाद**

मोबाईल नं० : 8789242462 Email : rdsd.dhanbad@rediffmail.com



पत्रांक:-440

धनबाद / दिनांक-06.06.2024

अति अल्पकालीन निविदा आमंत्रण सूचना

ई- निविदा सूचना संख्या - 02/2024-25/RDSD/EE/Dhanbad

1. कार्य की विस्तृत विवरणी:-

क्र० सं०	कार्य का नाम	प्राक्कलित राशि (लाख में)	अग्रधन की राशि	परिमाण विपत्र का मूल्य	कार्य पूर्ण करने की अवधि
1.	धनबाद जिलान्तर्गत दुण्डी थाना में 02-02 यूनिट महिला एवं पुरुष शौचालय का निर्माण।	9.72800	परिमाण विपत्र की राशि 2%	1250	04 महीना
2.	धनबाद जिलान्तर्गत पूर्वी दुण्डी थाना अन्तर्गत 01 अद्द बाघ टावर का निर्माण कार्य।	18.42400	परिमाण विपत्र की राशि 2%	5000	04 महीना
3.	धनबाद जिलान्तर्गत वेगनरिया पिकेट अन्तर्गत 01 अद्द शौचालय का निर्माण कार्य।	7.12200	परिमाण विपत्र की राशि 2%	1250	03 महीना
4.	धनबाद जिलान्तर्गत वेगनरिया पिकेट अन्तर्गत 01 अद्द मोर्चा का निर्माण कार्य।	1.87800	परिमाण विपत्र की राशि 2%	500	02 महीना
5.	धनबाद जिलान्तर्गत मनियाडीह थाना अन्तर्गत 01 अद्द रसोईघर का निर्माण कार्य।	12.23800	परिमाण विपत्र की राशि 2%	2500	04 महीना
6.	धनबाद जिलान्तर्गत वेगनरिया पिकेट अन्तर्गत पेयजल हेतु 01 अद्द जीप बोरिंग का कार्य।	3.34500	परिमाण विपत्र की राशि 2%	750	01 महीना

2. वेबसाइट में निविदा प्रकाशन की तिथि -13.06.2024

3. ई-निविदा प्राप्ति की तिथि एवं समय-दिनांक 13.06.2024 से दिनांक 20.06.2024 को अपराह्न 5:00 बजे तक।