

**OFFICE OF THE CHIEF JUDICIAL MAGISTRATE :::::::::::::::::::: DHUBRI**

**ADVERTISEMENT**

**Dated Dhubri, the 14th October 2024**

Applications are, hereby invited in Standard Form (published in the Gazette Part IX of Govt. of Assam) from the eligible candidates to fill-up the following existing vacancies in the establishment of the Chief Judicial Magistrate, Dhubri, in the scale of pay mentioned against the posts:

Sl. No	Name of Post	Number of vacancies	Scale of Pay	Educational Qualification	Reserved/ Unreserved
1	Process Server	01	<b>PB-1 (14000/- to 70000/-) + GP 5200 + other allowances)</b>	1) Applicant must be a graduate in any discipline from a recognized University. 2) Applicant must have knowledge in official language of Assam.	Unreserved
2	Peon	01	<b>PB-1 (12000/- to 52000/-) + GP 3900/- P.M + other allowances</b>	Applicant must be <b>Class-HSLC</b> passed. Those who have passed <b>HSSLC</b> or <b>Class XII</b> or equivalent examination or above shall not be eligible to apply.	Unreserved
3	Cleaner (erstwhile Sweeper)	01	<b>PB-1 (12000/- to 52000/-) + GP 3900/- P.M + other allowances</b>	Applicant must be <b>Class-VIII</b> passed.	Reserved (S.C.)

**TERMS AND CONDITIONS FOR APPLICATION:**

1. Candidate must be an Indian Citizen as per the Constitution of India.
2. Candidate should not be less than 18 years and not more than 38 years as on **01-01-2024** (relaxation as per the existing Govt. Rules).

3. Candidates must have registered their names in the Employment Exchange and valid Employment Exchange Registration number along with date must be mentioned in their applications.
4. Candidates who are already in Govt. Service will have to apply through proper channel along with NOC from his/her employer.
5. The application must be addressed to "The Chief Judicial Magistrate, Dhubri.
6. The applications with self-attested photocopies of all relevant testimonials regarding Educational qualification, Experience certificate (wherever applicable), Caste, Age proof, Employment Exchange Registration Card, along with 03 (three) recent passport size-coloured photographs duly signed by the candidate on the reverse side, should reach the **office of the Chief Judicial Magistrate, Dhubri, D.C. Court Building, P.S. & P.O. Dhubri, PIN 783301**. The candidates can submit their applications through post or directly in the "Drop Box" of the office of the Chief Judicial Magistrate, Dhubri.
7. Candidate must provide their email address and mobile phone number in the application form, without fail.
8. The candidate applying for the post of Peon have to furnish a self-declaration certificate along with his/her application form mentioning that "**he/she has not passed HSSLC or Class XII or Equivalent examination or above**".
9. The envelope containing the application form should mention the name of the post applied for indicating "**Application for the post of Process Server/Peon/Cleaner**" super-scribed on the top of the envelope.
10. The last date of receipt of application is **30.10.2024 till 05:00 P.M.** No application will be entertained after the last date. The appointing authority shall not be responsible under any circumstance for any postal delay.
11. Eligible candidates for the post of **Process Server** shall have to appear in the Written Test of **100** marks, comprising of following subjects **English, General Awareness, Mathematical Ability, Aptitude and Assamese** etc. Successful candidates will have to appear for Viva-Voce which will be intimated



after the declaration of the result of the written test on the official website of Dhubri District Judiciary (<https://dhubri.dcourts.gov.in>)

12. Candidates applying for the post of **Peon** and **Cleaner/Sweeper** will have to appear in an Interview/Viva-voce of **50 marks** only.

13. No individual Call letters will be issued to the candidates. However, the list of Eligible candidates with allotted Roll Number and Date of Written Examination and Interview will be uploaded in the official website of Dhubri District Judiciary (<https://dhubri.dcourts.gov.in>) only and the candidates can download the same from the official website.

14. Candidates are advised to check the official website <https://dhubri.dcourts.gov.in> and the Notice Board of the Office of the Chief Judicial Magistrate, Dhubri, regularly.

15. No T.A./D.A. will be admissible to the candidates for appearing in the written test/viva-voce, etc.

16. Place and date of the written test/viva-voce will be uploaded in the official website of Dhubri District Judiciary (<https://dhubri.dcourts.gov.in>),

17. Application received late or without proper supporting documents or unsigned or incomplete/defective will be summarily rejected, without any further intimation.

18. If any candidate is found to suppress his/her educational qualification or furnish any wrong information at the time of applying for the post, his/her candidature shall be liable to be rejected without any notice.

19. Canvassing directly or indirectly or in any form will disqualify the candidate.

20. The applications not fulfilling the eligibility criteria shall be rejected without any notice.

21. The candidates will have to produce the testimonials in original regarding educational qualification, date of birth, caste, employment exchange registration card at the time of Interview (Viva-Voce) for verification.

22. 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.

-----Sd/-----

Chief Judicial Magistrate,  
Dhubri (i/c)

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Chairperson, Selection Board.

Memo No. DMJ/04/RT/2024/ **6828-35** /Dhubri, the 14<sup>th</sup> Oct. 2024

**Copy forwarded to:**

1. The Registrar (Admin)-cum- In-Charge, Recruitment Cell, Hon'ble Gauhati High Court, Guwahati for kind information.
2. The Hon'ble District & Sessions Judge, Dhubri for kind formation.
3. The Assistant Director of Employment, District Employment Exchange, Dhubri.
4. The D.I.P.R.O., Dhubri. He is requested to take necessary steps for publishing this advertisement in widely published daily Assamese News Paper, The Pratidin and Daily English Newspaper.
5. The N.I.C., Dhubri.
6. The System Officer, Dhubri District Judiciary is directed to upload the advertisement in the Official website of Dhubri District Judiciary, immediately.
7. Notice Board, O/o. Chief Judicial Magistrate, Dhubri.
8. Office file.

*14.10.24*

Chief Judicial Magistrate,  
Dhubri (i/c)

-Cum-

Chairperson, Selection Board