



OFFICE OF THE CHIEF JUDICIAL MAGISTRATE :::::::::::::: KOKRAJHAR

ADVERTISEMENT NO - 01

Dated - 18th SEP 2025

Applications in prescribed form (in A4 Size) are hereby invited from the eligible candidates, who are citizens of India as defined in article 5 & 6 of the Constitution of India, for the following vacant post under the establishment of the **Chief Judicial Magistrate, Kokrajhar: -**

Sl. No	Name of Post	No. of Posts	Scale of Pay	Category
1	CLEANER (GRADE-IV)	01 No.	₹12,000-52,000 + G.P. - ₹ 3,900 (plus other allowances admissible as per rule)	OBC/MOBC

Eligibility Criteria

1. Minimum qualification is Class **VIII** passed but those who have passed **HSSLC (10+2)** or above shall be ineligible to apply for the posts.
2. The candidate must not be less than **18 years** and not more than **43 years** of age as on date of the Advertisement.

REQUIRED DOCUMENTS ALONG WITH THE APPLICATION:

- A. Self-attested copies of the educational / other qualification certificates.
- B. The candidate should paste their recent passport sized coloured photograph in the given space of the application form and sign across it and additional 02 (two) copies of photograph should be stapled on the top right corner of the application form.
- C. Self-attested copy of Caste certificate.


HOW TO APPLY / OTHER TERMS & CONDITIONS

1. The candidate must submit duly filled up application in prescribed form along with self-attested copies of testimonials as mentioned above. The envelope containing the application form should be superscribed as "APPLICATION FOR THE POST OF CLEANER (GRADE IV)". The application should reach the Office of the undersigned on or before 07th Oct 2025 till 05.00 P.M. The applications can also be dropped in the Drop Box for the post of Grade-IV kept within the premises of the office of the undersigned or may be sent by post addressing to :-

**"The Chief Judicial Magistrate,
-cum- Chairman Selection Board, Kokrajhar,
Courtpara, Ward No-10,
PO/ PS /District – Kokrajhar,
Assam, Pin – 783370."**

2. Candidates who are already in Govt. Services must apply through proper channel.
3. Date of Interview / Test will be notified later on.
4. A provisional **Select List** of candidates eligible for appearing in the Test / Interview along with **Reject List** will be uploaded in the official website of the District Judiciary www.kokrajharjudiciary.gov.in. in due course of time.
5. If any candidate is found to have suppressed his educational qualification or give any wrong information at the time of applying for the post, his candidature shall be liable to be rejected


- or terminated at any point of time.
6. Incomplete applications, applications without proper supporting documents or without applicant's signature etc will be summarily rejected.
 7. Applications submitted in any other mode, except as indicated will be summarily rejected without any communication. Applications received after due date will be rejected. No application will be entertained after the aforesaid time schedule including the application submitted through post.
 8. Candidates who are already in Govt. service will have to submit "No Objection Certificate" from the present authority at the time of Viva-Voce/ interview, if shortlisted.
 9. If, information submitted by an applicant in his/her application found suppression of material facts including educational qualification, after selection, the same will be forfeited and criminal proceedings will be initiated for playing fraud and suppression of material facts and in such cases, candidate have no right to claim for selection and same will be filled up as per decision of the Selection Board and Board decision will be the final.
 10. Candidate will be responsible for any mistake made by him/her in the application form.
 11. Canvassing directly or indirectly will lead to immediate disqualification of the candidature.
 12. The candidate must furnish their valid mobile number and e-mail ID (if any) for smooth communication as and when required.
 13. The undersigned reserves the right to cancel the advertisement, alter/modify any terms or conditions of the advertisement at any stage without assigning any reason thereof.
 14. The intending candidates are also directed to visit the official website of the Kokrajhar District Judiciary, <https://kokrajhar.dcourts.gov.in> frequently for further updates.
 15. No TA/DA will be admissible to the candidates for attending the Test / Interview.


(Nabajit Bhatta, AJS)
Chief Judicial Magistrate,
Kokrajhar
Chief Judicial Magistrate,
Kokrajhar

MEMO.NO.KJM-04/2025/ 1095-1100 /DATED, KOKRAJHAR THE 18th SEP 2025

Copy forwarded for information & necessary action to :-

1. The Registrar General, Gauhati High Court, Guwahati.
2. The District & Sessions Judge, Kokrajhar.
3. The Asstt. Director of Employment, District Employment Exchange, Kokrajhar for wide publicity.
4. The DIPRO, Kokrajhar is requested to publish the advertisement in an Assamese daily News Paper and in one English daily Newspaper widely circulated in Assam.
- ✓ 5. The System Assistant, Kokrajhar is directed to upload the advertisement along with application form & instructions in the official website of Kokrajhar District Judiciary.
6. Main Notice Board, Office of the Chief Judicial Magistrate, Kokrajhar.
7. Office file.


(Nabajit Bhatta, AJS)
Chief Judicial Magistrate,
Kokrajhar
Chief Judicial Magistrate,
Kokrajhar



OFFICE OF THE CHIEF JUDICIAL MAGISTRATE:.....KOKRAJHAR

APPLICATION FORM FOR CLEANER (GRADE IV) POST

(Please read carefully the general conditions /
instructions given at the end before filling the application form)

Paste Recent
Passport Size
Photograph
(Self Attested)

1. POST APPLIED FOR :
2. NAME OF THE APPLICANT :
3. FATHER'S NAME :
4. MOTHER'S NAME :
5. DATE OF BIRTH

D	D	M	M	Y	Y	Y	Y

PLACE OF BIRTH & DISTRICT

6. AGE AS ON **(18/09/2025)** : YEARS MONTHS DAYS.
7. CATEGORY :
8. (a) ADDRESS FOR COMMUNICATION:

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MOBILE NO..... Email (If ANY).....

- (b) PERMANENT ADDRESS: (TICK THE BOX IF ADDRESS IS SAME AS ABOVE)

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MOBILE NO..... Email (If ANY).....

9. SEX :
10. NATIONALITY :
11. MARITAL STATUS :
12. EDUCATIONAL QUALIFICATION(s):
13. DETAILS OF PAST EMPLOYMENT (WORKS EXPERIENCE IF ANY) :
14. ANY OTHER INFORMATION :

[ATTACH ADDITIONAL SHEET IF REQUIRED]

DECLARATION

I hereby declare that the information given by me in this application form is complete and correct in all respects to the best of my knowledge and belief.

I declare that I have not passed HSSLC or Class XII or Equivalent examination or above.

I understand that I shall be liable for furnishing any wrong information in this application form and competent authority can take appropriate action against me at any stage.

Date :

Signature of the applicant

Place :

Name in Full.....

Details of Enclosures attached with this application form :

- | | |
|----|-----|
| 1. | 7. |
| 2. | 8. |
| 3. | 9. |
| 4. | 10. |
| 5. | 11. |
| 6. | 12. |

GENERAL CONDITIONS / INSTRUCTIONS

1. Indian nationals only need to apply.
2. Applicants should fill particulars in their own handwriting neatly in **CAPITAL LETTER** and clearly or typed on A4 size paper.
3. Latest Passport Size Photograph should be pasted at specified place.
4. Self-Attested photo copies of all relevant certificates, mark sheets, testimonials, etc. in support of age, qualifications, caste, experience, employment exchange card (if any) must be enclosed with the application.
5. Candidate belonging to/applying under any reserved category must enclose photo copy of caste/category certificate, issued by the competent authority.
6. Applicants in employment should apply through proper channel.
7. The envelope containing application form should be superscribed as : "APPLICATION FOR THE POST OF CLEANER (GRADE IV)".
8. Applications should be addressed to: **The Chief Judicial Magistrate, -cum- Chairman Selection Board, Kokrajhar, Ward No. 10, Courtpara, PO/PS/Dist- Kokrajhar, Assam – 783370, along with self-addressed envelope with ₹ 5.00 stamp affixed on it.**
9. Only short-listed candidates will be allowed to appear in Test / Interview.
10. The Selection Board reserves the right to fill or not to fill any or all of the posts advertised, cancel or modify the terms and conditions without any prior notice.
11. No correspondence whatsoever will be entertained from the candidates regarding postal delay, conduct & result of interview and reasons for not being called for the Exam/ interview.
12. Canvassing in any form will be a disqualification.
13. Applicant must fill in all the particulars of the form.
14. No TA/DA will be given for attending the Test / Interview.
15. Incomplete application form / without supporting documents, application would be rejected.