

OFFICE OF THE DISTRICT & SESSIONS JUDGE ::: NALBARI.

ADVERTISEMENT

No. DJNB/-

Dated: Nalbari, the 15th June, 2021

Applications are invited from the eligible candidates, who are citizens of India as defined in Article 5 & 6 of the Constitution of India, in Prescribed Format attached here in, with self-attested copies of all testimonials in support of age, education qualification, caste, experience if any, along with recent passport sized photograph and signature for filling up the following posts under the establishment of District & Sessions Judge, Nalbari.

Sl. No	Name of Post	No. of Post	Category	Scale of Pay with grade Pay
1.	Peon	6	Unreserved=4 OBC/MoBC=2	Rs. 12000.00-37500.00+ G.P 3900.00 (PB-2)
2.	Driver	1	Unreserved	Rs. 14000.00-49000.00 + G.P 5200.00 (PB-2)
3.	Driver (On Contingent Basis)	1	Unreserved	Rs. 15000.00 (Fixed Per Month)

How to Apply:

1. Candidates who fulfill the requisite eligibility criteria can download the **"Application Form"** attached herewith this advertisement and fill all the fields in **Block Letters** using **Black/Blue** ball pen only.
2. Paste one recent passport size colour photograph in the specified box.
3. Put applicant's signature in the box specified for signature.
4. **The filled up "Application Form" along with all copy of self-attested documents like Age proof certificate, Educational qualification certificate, Caste certificate from competent authority, Employment registration certificate, forwarding documents in case of applying through proper channel, Driving License (in case of applying for the post of Driver), Experience certificate or any other documents must be scanned in one file (PDF format) and send it through e-mail to recruitment.dsjnalbari@gmail.com .**

Eligibility Criteria:

Peon	Eligibility Criteria	1. Minimum Class VIII standard; and those who have passed HSSLC or above shall be ineligible to apply.
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Driver	Eligibility Criteria	<p>1. Minimum Class VIII standard; and those who have passed HSSLC or above shall be ineligible to apply.</p> <p>2. Candidates must hold valid professional driving license to drive LMV/ four wheeler vehicles for not less than last 5 years.</p>
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Selection Procedure:

Peon	<p>The applicants who will apply for the post of Peon and whose applications are found in order will be called for Written Test. The Written Test will contain 50 questions (Fifty marks) carrying 1 (one) mark in each question on Assamese, General English, General Mathematics, General Knowledge and Reasoning (10 marks in each subject). Qualifying marks in Written Test is 60% (50% in each subject). The qualifying candidates will be called for the Viva-Voce (20marks) in the ratio of 1:3 from the rank wise list of marks in the Written Test and Board reserves the right to fix the marks to be called for the candidates for viva-voce/interview in the ratio of 1:3. The final Selection list will be prepared on the basis of the sum total of marks obtained in Written test and Viva-Voce. Where more than one candidate obtain same grand total of marks (marks of Written test and viva-voce), the candidate who obtains more marks in the Written Test will be given preference. Where the marks obtained by such candidates in the Written test are also same, the candidate who is senior in age will be given preference. The place and date of the written test will be notified in due time through official website http://nalbarijudiciary.gov.in</p>
Driver	<p>The applicants who will apply for the post of Driver and whose applications are found in order will be called for Screening/Driving Test (25 marks). Selected candidates in the Screening Test will be called for Driving Test (25 marks). Qualifying candidates in the ratio of 1:3 of the number of vacancies in order of merit in the Screening Test/Driving Test will be called for appearing in the Viva-Voce (20 marks). On the basis of the sum total of marks obtained in Driving test and Viva-Voce, the final Select List will be prepared. Where more than one candidate obtain same grand total of marks (marks of driving test and viva-voce), the candidate who obtains more marks in the Driving Test will be given preference. Where the marks obtained by such candidates in the driving test are also same, the candidate who is senior in age will be given preference. The place and date of the Screening/Driving Test will be notified in due time through official website http://nalbarijudiciary.gov.in.</p>

Terms & Conditions:

- ❖ Filled up "Application Form" along with all necessary documents must be send through email to **recruitment.dsjnalbari@gmail.com** in **pdf** format only and all documents furnished with the application must be self-attested by the candidates himself/ herself. Application shall be written in neatly in block letters.
- ❖ No need to submit hard copy of the "Application Form" and any other copy of testimonials. However, Applicants are advised to keep the original copy of his/her "Application Form" with them for future reference. Candidates have to produce their original testimonials regarding educational qualifications, date of birth, caste certificate, driving license (*in case of applying for Driver post*) working experience (*if applicable*) etc. at subsequent stages as and when asked for.
- ❖ Applications made in any other mode except as indicated above shall be summarily rejected without any communication.
- ❖ Applications received through e-mail at **recruitment.dsjnalbari@gmail.com** in **PDF** format on or before **30.06.2021** at **5.00 P.M** will be considered only.
- ❖ Age must be minimum **18** years and maximum **38** Years. Relaxation of age will be as per **Rules**.
- ❖ Candidates applying for one post need not apply for others.
- ❖ In case of candidate applied for more than one post, Selection Board reserves the right to select for the particular post and Board decision will be final.
- ❖ Applicants those who are already in Government service, should submit their applications through proper channel from his/her employer. 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.
- ❖ The inclusion of candidate's name in the list shall confer no right to appointment unless the Appointment Authority is satisfied after such enquiry as may consider necessary that the candidate is suitable in all respect for appointment.
- ❖ No person, who has entered into or contracted a marriage with a person having a spouse living or who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the aforementioned posts.
- ❖ No TA/DA will be admissible to the candidates for appearing in the written test/ Screening/Driving test/ Viva-Voce.
- ❖ Incomplete application in any respect will be rejected without assigning any reason. No application will be accepted, received after the last date of submission of applications through e-mail.
- ❖ 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 case, 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.
- ❖ Candidate will be responsible for any mistake made by him/her in the application form.

- ❖ No individual call letter will be sent to eligible candidates. However, Call letters for appearing in the Written Test for the post of Peon and Screening/Driving Test for the post of Driver will be uploaded in the official website of Nalbari District Judiciary (<http://nalbarijudiciary.gov.in>) and candidates will download the same from the official website.
- ❖ Issuance of Call letter, Date, Time and Venue of Written Test/Screening/Driving Test for the both post will be notified in the official website (<http://nalbarijudiciary.gov.in>) and in the office Notice Board of this office in due time.
- ❖ Candidates are advised to visit the official website of Nalbari District Judiciary (<http://nalbarijudiciary.gov.in>) regularly to get updated information. Unnecessary correspondence should be avoided and if done, candidature will be rejected.
- ❖ If any candidate is found canvassing directly/indirectly, his/her candidature will be rejected.
- ❖ 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.
- ❖ All other matters which are not specifically provided in this advertisement shall be decided by the Selection Board.

Sd/-
District and Sessions Judge
-cum- Chairman, Selection Board
Nalbari.

Memo. No. DJNB/- 3051, 3055

Dated: Nalbari, the 15th June, 2021

Copy to:

1. The D.I.P.R.O. , Nalbari. He/She is requested to take necessary step for publishing this advertisement in two widely published both Assamese and English daily newspapers.
2. The Chief Administrative Officer of this office.
3. The Systems Officer of this office. He is directed to upload this advertisement in the official website.
4. The Notice Board of this Office.
5. The Concerned File.

District and Sessions Judge
-cum- Chairman, Selection Board
Nalbari.

APPLICATION FORM
OFFICE OF THE DISTRICT AND SESSIONS JUDGE, NALBARI

(Fill up the application in Block Letters)

To,

The District and Sessions Judge, Nalbari.

1. Post applied for :
2. Name of the applicant:
3. Father's Name:
4. Mother's Name:
5. Gender: Male Female Transgender
6. Marital Status: Married Unmarried Single
7. Are you a citizen of India?:
8. Age as on 01/06/2021:
9. Educational Qualification:
10. Caste : Religion:
11. Permanent Address: Vill.- P.O.-
P.S.- Dist.- State-
PIN.- Mobile No. :
12. Present Address/ Correspondence Address: Vill.-
P.O.- P.S.- Dist.-
State- PIN.- Mobile No.:
13. Driving License No. (*For the Post of Driver*):
14. Employment Registration No. :
15. Present Occupation (*if any*):
16. Previous appointment held (*if so, Name of the organization and reason for leaving the past job*):
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17. Criminal Proceeding if any past/present (*if yes, give details and final result of the proceeding*):
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DECLARATION

I, Shri/Smti..... do hereby declare that all the information furnished by me is correct in best of my knowledge. In case of any false statement, I am liable to face any action the authority deem fit and proper.

Place:
Date:

Signature of the Candidate