



**OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY JORHAT**

**District Judicial Court Complex, Jorhat**

**Email: [dlsa.jorhat@gmail.com](mailto:dlsa.jorhat@gmail.com)**

**Mobile: +91-6901281634**



**Advertisement**

**Dated: 21/05/2024**

**ADVERTISEMENT FOR THE CONTRACTUAL POST OF OFFICE ASSISTANT AND PEON IN THE OFFICE OF THE LEGAL AID DEFENCE COUNSEL SYSTEM AT DISTRICT LEGAL SERVICES AUTHORITY, JORHAT AS PER THE LADCS MODIFIED SCHEME, 2022 OF NALSA**

As per the approval of Assam State Legal Services Authority, Guwahati, recruitment will be done of the below mentioned posts. In this regard, District Legal Services Authority, Jorhat has decided to hold a Walk-in-Interview for appointment as Contractual engagement in the following posts in the office of the Legal Aid Defence Counsel System at District Legal Services Authority, Jorhat as per the LADCS Modified Scheme, 2022 of NALSA.

| Sl No | Name of the Posts                             | No. of Posts | Monthly salary | Date of Walk in Interview |
|-------|---|--------------|----------------|---------------------------|
| 01    | Office Assistant (Contractual) (Post No - 01) | 01           | Rs. 18,000.00  | <b>02/06/2024</b>         |
| 02    | Peon (Contractual) (Post No - 02)             | 01           | Rs. 12,000.00  | <b>30/06/2024</b>         |

Details of the posts along with general information can be downloaded from the official website of Jorhat District Judiciary (<https://jorhat.dcourts.gov.in/>)

  
District & Sessions Judge

Cum

Chairman, District Legal Services Authority, Jorhat

District & Sessions Judge-Cum-Chairman

District Legal Services Authority

Jorhat



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**Details for the post of Office Assistant (Contractual):**

|    |                     |  |
|----|---------------------|--|
| 01 | Name of Post        | Office Assistant (Contractual)   |
| 02 | No. of Post         | 01 (one)   |
| 03 | Salary              | Rs. 18,000/- (Rupees Eighteen Thousand only) per month (fixed).  |
| 04 | Qualification       | Educational Qualification :- Graduation<br>Knowledge in Basic Computer Applications like MS Office, Word, Excel, Power Point, DTP (English & Assamese) and Internet etc. |
| 05 | Mode of Recruitment | <ul style="list-style-type: none"><li>• Walk -in- Interview</li><li>• Computer Skill Test only for shortlisted candidates from Walk -in- Interview process.</li></ul>    |
| 06 | Tenure              | Initially for a period of 01 (one) year  |
| 07 | Age                 | Minimum : 21 years<br>Maximum: 40 years as on date of advertisement.<br>Age Relaxation as per Govt. Rule   |

**Details for the post of Peon (Contractual):**

|    |                     |  |
|----|---------------------|--|
| 01 | Name of Post        | Peon (Contractual)   |
| 02 | No. of Post         | 01 (one)   |
| 03 | Salary              | Rs. 12,000/- (Rupees Twelve Thousand only) per month (fixed).  |
| 04 | Qualification       | Educational Qualification: - Minimum Class VIII Passed but not graduate.                                 |
| 05 | Mode of Recruitment | Walk -in- Interview  |
| 06 | Tenure              | Initially for a period of 01 (one) year  |
| 07 | Age                 | Minimum : 21 years<br>Maximum: 40 years as on date of advertisement.<br>Age Relaxation as per Govt. Rule |



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**General Instruction for Candidates:**

- 1) Candidates must be an Indian Citizen as defined in Article 5 to 8 of the Constitution of India.
- 2) Candidates serving in Govt. Department should bring /submit their application through proper channel.
- 3) Walk-in-Interview for Post No - 01 will be held on **02/06/2024** at **10.00 am** and the Walk-in-Interview for Post No - 02 will be held on **30/06/2024** at **10.00 am**. The registration process for Walk-in-Interview in both selections will start at **8.30 am** till **10.30 am**. No candidate will be allowed to register for the walk in interview after **10.30 am in any circumstances**.
- 4) After completion of Walk-in-Interview for the engagement of Post No - 01, short listed candidates from the Walk-in-Interview process will be called for Computer Skill Test. The result of Walk-in-Interview for both engagements along with date, time and place of the Computer Skill Test will be informed in due course of time only via the official website of Jorhat District Judiciary (<https://jorhat.dcourts.gov.in/>).
- 5) To appear in the Walk in Interview in both engagements, the candidates will have to bring self certified/attested copies of the following documents:
  - a. Standard Form as published in Assam Gazette in Part IX to the issuing authority.
  - b. H.S.L.C admit card for age proof (Post No - 01).
  - c. H.S.L.C admit card / School Certificate for age proof (Post No - 02).
  - d. Educational qualification certificate.
  - e. Computer education certificate. (Post No - 01)
  - f. Certificate of higher education, if any (Post No - 01).
  - g. 02 (Two) nos of passport size photographs.
  - h. Employment Exchange certificate.
  - i. Experience certificate, if any.



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- 6) If any candidate is found to have suppressed his educational qualifications or to have given wrong information, at the time of applying for job or later on, his/her candidature shall stand rejected without any information to him/her with immediate effect and may also be liable to Criminal Prosecution as per law.
- 7) No TA/DA will be admissible to the candidates for attending the Interview Process.
- 8) The District & Sessions Judge-cum-Chairman, DLSA, Jorhat reserves the right to alter/modify or change any terms or conditions including selection criteria etc. mentioned in the advertisement and in such an eventuality due notice thereof will be published at the discretion of the undersigned only via the official website of Jorhat District Judiciary (<https://jorhat.dcourts.gov.in/>).
- 9) Candidates are advised to bring self certified/ attested copies of only the essential qualifications pertaining to the post as described in point no 5.
- 10) Canvassing directly or indirectly shall be liable for disqualification of the candidate.
- 11) This advertisement retains the right to correct any inadvertent or typographical error.
- 12) The admission of candidates at all stages of selection process will be purely provisional and subject to satisfying the prescribed eligibility conditions. The application will be subject to scrutiny at every stage and shall be rejected if any defect is detected.
- 13) All other condition(s) which are not specially provided herein shall be decided by this Authority time to time.

  
District & Sessions Judge, Jorhat

Cum

Chairman, District Legal Services Authority, Jorhat  
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Memo No. DLSA (J)/ **2475-78** / 2024. Dated: **21/05/2024**

Copy to:

1. The Member Secretary, Assam State Legal Services Authority, Guwahati.
2. The District Information & Public Relation Officer, Jorhat with a request to publish the above mentioned advertisement in 02 (two) local daily news papers, one English and one Assamese.
- ✓ 3. The Systems Officer, District & Sessions Judge's Office, Jorhat for uploading the advertisement in the official website of Jorhat District Judiciary immediately.
4. Notice Boards of Office of the District & Sessions Judge's Office, Jorhat, District Legal Services Authority, Jorhat and Office of the Chief Judicial Magistrate, Jorhat
5. Office file.

District & Sessions Judge

Cum

Chairman, District Legal Services Authority, Jorhat

District & Sessions Judge-Cum-Chairman

District Legal Services Authority

Jorhat