

**জিলা ও সত্ৰ ন্যায়াধীশৰ কাৰ্যালয়, ধেমাজি**  
**OFFICE OF THE DISTRICT AND SESSIONS JUDGE::DHEMAJI**

**ADVERTISEMENT**

No. DJDH/\_\_\_\_\_/2025 dated, Dhemaji \_\_\_\_\_/2025.

Applications are invited in **Standard Form** from intending candidates for filling up of **1 (One) no. of vacant post of Peon** as shown below in the establishment of District & Sessions Judge, Dhemaji with Pay structure plus other allowances as admissible under the rules.

Name of the Post	Pay Structure		
	P.B	Scale	Grade Pay
<b>Peon</b>	1	Rs.12000-52000/-	Rs. 3900/-

**IMPORTANT DATES:-**

Sl. No.	Description	Date
1.	Last date for submission of application	13.03.2025

**CATEGORY WISE BREAK-UP OF VACANCIES:**

Name of the post and category	UR	OBC/MOBC	SC	ST(P)	ST(H)	TOTAL
Peon	1	-	-	-	-	1

**AGE LIMIT:-**

Sl. No.	Category	Maximum age
1	Unreserved	40 years
2	OBC/MOBC	43 years
3	SC	45 years
4	ST(P) & ST(H)	45 years
5	PwBD	50 years

- Candidates belonging to OBC/MOBC category shall have to produce a valid non-creamy layer certificate from the competent authority at the time of document verification before Interview/Viva Voce without fail.
- The reservation for PwBD candidates shall be as per existing relevant rules notified by Govt. of Assam.

*...contd./-*

**ELIGIBILITY CRITERIA:-**

Name of the Post	Educational qualification
Peon	<ol style="list-style-type: none"><li>1. Minimum qualification is <b>class VIII passed</b>, and those who have <b>passed HSSLC or above shall be ineligible to apply.</b></li><li>2. Candidates must not be less than 18 years of age as on 01.01.2025.</li></ol>
For the aforesaid post, candidate(s) must have a valid <b>Employment Exchange Registration Number of the state of Assam.</b>	

**Terms and Conditions:**

1. The candidate must be an Indian citizen as defined in Article 5 & 6 of the Constitution of India.
2. Filed-up "Application Form" along with self-attested photocopies of **Age certificate, certificates and mark sheets regarding educational qualifications, Caste Certificate**, experience certificate (wherever applicable) from competent authority, Employment Exchange registration certificate along with **2 (two) recent passport sized photographs duly signed by the candidates on the reverse side** must be sent through **by POST** to the O/o the District & Sessions Judge, Dhemaji, PIN-787057, Assam, or, may be dropped in the **Drop Box for Application** to be kept at the O/o the District & Sessions Judge, Dhemaji. Applicant is to fill up the form in **BLOCK LETTERS.**
3. **The candidate must submit an undertaking along with the application form stating that he/she has not passed HSSLC examination.**
4. Candidate must indicate prominently the name of the post applied for on the top of the envelope containing the application.
5. If any candidate is found to **have suppressed his educational qualification or given any wrong/false information** at the time of applying for the post, **his candidature shall be liable to be rejected and also liable to Criminal Prosecution as per law.**
6. The candidates **who have earlier applied** against the Advertisement dated 15.03.2024 for recruitment of Peon, issued from O/o the District & Sessions Judge, Dhemaji **need not apply again.**
7. The **last date of receipt** of application is **13.03.2025** till **04:00 P.M.** No application received thereafter will be entertained. The appointing authority shall not be responsible under any circumstances for any postal delay.
8. **Nature of work:-**
  - (a) Assisting the concerned Officer/staff in carrying out their duties.
  - (b) Maintaining cleanliness of the office.
  - (c) Bringing refreshment/tea etc.
  - (d) Delivering official documents/letters and any other duties allotted from time to time.
  - (e) Carrying out the Orders given by superior authority.

...contd./-

9. The number of vacancy is indicative only and may vary at the time of final selection.
10. Candidates serving in any Government department must apply through proper channel.
11. **Individual Phone nos. /Contact nos. and E-mail ID**, if any, to be provided in the application.
12. The eligible candidate shall have to **appear in Interview/Viva Voce only**, if/when called for.
13. The place and date of Interview/Viva Voce will be uploaded in the official website of Dhemaji District Judiciary ([www.dhemaji.dcourts.gov.in](http://www.dhemaji.dcourts.gov.in)).
14. The list of eligible candidates and list of rejected candidates will be uploaded in the official website of Dhemaji District Judiciary ([www.dhemaji.dcourts.gov.in](http://www.dhemaji.dcourts.gov.in)).
15. **No separate call- letters shall be issued** from this office.
16. All the applicants are advised to visit the official website frequently.
17. Canvassing directly or indirectly shall disqualify a candidate.
18. No TA/DA will be admissible to the candidates.
19. The applicant should address the envelope to the **District & Sessions Judge, Dhemaji, Assam**.
20. 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/-  
District & Sessions Judge  
Dhemaji

Memo No. DJDH/ 773-77 /2025

Dated, Dhemaji 28.02.25

**Copy to:-**

1. The D.I.P.R.O, Dhemaji. He /She is requested to take necessary steps for publishing the advertisement in 1(one) Assamese, 1(one) English Daily newspaper (preferably in the Assam Tribune and the Axomiya Pratidin) for wide publicity.
- ✓ 2. The Systems Officer, Dhemaji District Judiciary. She is directed to upload the advertisement in the official website immediately.
3. Notice Board, O/o the District & Sessions Judge, Dhemaji.
4. Notice Board, O/o the Chief Judicial Magistrate, Dhemaji.
5. Office File.

  
28/2/25  
District & Sessions Judge  
Dhemaji  
Assam

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