



THE DISTRICT AND SESSIONS COURT, KHONSA
(TIRAP, CHANGLANG AND LONGDING DISTRICT)
ARUNACHAL PRADESH
Website: www.ghoitanagar.gov.in

:: ADVERTISEMENT ::

No. D&SC/DSA-Div/Rec/2019/16

Dated Khonsa, the 9th March 2020

- 1) Applications are invited till 20th April, 2020 in prescribed format for filling up of the following vacant posts in the subordinate court establishments of the state of Arunachal Pradesh under the jurisdiction of the District & Sessions Court, Khonsa (Tirap, Changlang and Longding), Arunachal Pradesh under Gauhati High Court, Itanagar Permanent Bench, Naharlagun in the usual scale of pay. **The numbers of vacancies are indicative only and may vary on either side at the time of preparation of final select list.** Reservation would be as per policy of Govt. of Arunachal Pradesh.

| Sl. No. | Name of the post | Scale of Pay | Group | Pay Level as per Pay Matrix of 7 th CPC | No. of Posts | | |
|---------|---------------------------|-----------------------|-------|--|-------------------|------------|-------|
| | | | | | Reserved for APST | Unreserved | Total |
| 1 | Stenographer Grade-II | 9300-34800+GP 4200 | B | 6 | 0 | 1 | 1 |
| 3 | UDC | 5200-20200+GP 2800 | C | 5 | 0 | 1 | 1 |
| 4 | Peshkar | 5200-20200+GP 2800 | C | 5 | 0 | 1 | 1 |
| 5 | LDC-cum-Computer Operator | 5200-20200+GP 2400 | C | 4 | 0 | 1 | 1 |
| 6 | Driver | 5200-20200+GP 2400 | C | 4 | 1 | 0 | 1 |
| 7 | Process Server | 5200-20200+GP 1900 | C | 2 | 1 | 1 | 2 |
| 8 | Office Peon | 5200-20200+GP 1800 | C | 1 | 1 | 1 | 2 |

Number of Total Post = 09

2) AGE:-

Category wise age limits for the posts, as on the date of receipt of filled up form will be as under:-

| Sl. No. | Category | Minimum age | Maximum age |
|---------|--|-------------|-------------|
| 1 | General(Including OBC/MOBC and all others) | 18 | 28 |
| 2 | APST/SC/ST/PWD | 18 | 33 |

3) ELIGIBILITY & SELECTION CRITERIA FOR STENOGRAPHER GRADE-II

- (a) The candidate must be holder of a Bachelor's Degree from the college/university recognized by UGC.
- (b) He/she must have passed typing/shorthand examination conducted by the institute of typing/shorthand with one hundred words per minute or equivalent qualification.

Selection criteria:

(1) The combined selection test will consist of a written examination, stenography test and viva voice (25 marks) with detail break up of marks as follows:

| Sl. No | | Subject |
|--------|--|--|
| 1 | Written examination (Objective type multiple choices) (2 Hours Duration) | General English (40 questions) |
| 2 | | General Knowledge (20 questions) |
| 3 | | General Intelligence (Logical reasoning & analytical ability) 40 questions |
| 4 | Skill Test (75 Marks) | |
| 5 | Viva-voice/Interview 25 Marks | |

Candidates will have to appear in a stenography test as indicated below. The cut off marks shall be decided by the Selection committee.

| SL No. | Details |
|--------|---|
| 1 | Voice testing before dictation |
| 2 | Speed test in Shorthand at a speed of 80 words per minute |
| 3 | Time to be given to the candidates for testing the computer |
| 4 | Time for transcription of the dictated portion in computer |

4) ELIGIBILITY & SELECTION CRITERIA FOR, UDC, PESHKAR :

- (a) The candidate must be a holder of degree by a university established by law in India.
- (b) He must have proficiency in operation of computers (word processing and MS Excel spread sheet).

Selection Criteria:

The combined selection test will consist of a written examination and viva-voce (25 marks) with detailed break up of marks as follows:

| Sl. No | | Subject |
|--------|--|--|
| 1 | Written examination (Objective type multiple choices) (2 Hours Duration) | General English (40 questions) |
| 2 | | General Knowledge (20 questions) |
| 3 | | General Intelligence (Logical reasoning & analytical ability) 40 questions |
| 4 | Viva-voce/Interview 25 Marks | |

Provided that the Selection Committee may decide to hold computer skill test (Word processing & MS Excel Spreadsheet) after the written examination, which shall be only qualifying in nature and marks obtained therein shall not be counted in total aggregate. In the event of such computer skill test being held, only those candidates shall be called to viva-voce who qualifies in the said computer skill test. The qualifying marks of the computer skill test shall be as decided by the Selection Committee.

5) ELIGIBILITY & SELECTION CRITERIA FOR LDC-CUM-COMPUTER OPERATOR.

- (a) The candidate must have passed the class XII standard from a recognized Board.
- (b) Must have knowledge and experience in type writing and must have passed examination with typing speed of 100 (one hundred) words per minute conducted by the typing institute.
- (c) Must have such knowledge or qualification in computer operation as may be specified by the High Court.

Selection criteria:

- a) The combined selection test will consists of a written examination and viva-voce with details break up of marks as follows.

| Sl. No | | Subject |
|--------|--|--|
| 1 | Written examination (Objective type multiple choices) (2 Hours Duration) | General English (40 questions) |
| 2 | | General Knowledge (20 questions) |
| 3 | | General Intelligence (Logical reasoning & analytical ability) 40 questions |
| 4 | Skill Test (75 Marks) | |
| 5 | Viva-voce/Interview - 25 Marks | |

The selection committee may decide to hold computer skill test (Word processing & MS Excel Spreadsheet) after the written examination which shall be only qualifying in nature and marks obtained therein shall not be counted in total aggregate. In the event of such computer skill test being held, only those candidates shall be called to Viva- voice who qualifies in the said

computer skill test. The qualifying marks of the computer skill test shall be as decided by the selection committee.

6) ELIGIBILITY & SELECTION CRITERIA FOR DRIVER

- (a) The candidate must have ITI Certificate in Driving and shall have such experience and knowledge of major/minor repairing/propelling of light/heavy vehicles with valid driving license or equivalent.

Selection Criteria:

The combined selection test will consist of written examination and viva voice with detailed break up of marks as follows:

| Sl. No | Written examination | Subject |
|--------|---|----------------------------------|
| 1 | (Objective type multiple choices) (1 Hours Duration) | General English (20 questions) |
| 2 | | General Knowledge (20 questions) |
| | Skill Test (75 Marks) | |
| 4 | Viva-voice/Interview - 25 Marks | |

7) ELIGIBILITY & SELECTION CRITERIA FOR PROCESS SERVER

- (a) The candidate must have passed class VIII (eight) from a recognized school/ board.

Selection Criteria:

- (a) The combined selection will consist of a written examination and viva -voice (25 Marks) with details break up of marks as follows:

| Sl. No | Written examination | Subject |
|--------|---|--|
| 1 | (Objective type multiple choices) (2 Hours Duration) | General English (40 questions) |
| 2 | | General Knowledge (20 questions) |
| 3 | | General Intelligence (Logical reasoning & analytical ability) 40 questions |
| 4 | Viva-voice/Interview - 25 Marks | |

8) ELIGIBILITY & SELECTION CRITERIA FOR OFFICE PEON

- (a) The candidate must have passed class VIII (eight) from a recognized school/ board.

Selection Criteria:

The combined test will consist of a written examination and viva -voice (25 Marks) with detailed break up as follows:

| Sl. No. | Written examination | Subject |
|---------|---|--|
| 1 | (Objective type multiple choices) (2 Hours Duration) | General English (40 questions) |
| 2 | | General Knowledge (20 questions) |
| 3 | | General Intelligence (Logical reasoning & analytical ability) 40 questions |
| 4 | Viva-voice/Interview 25 Marks | |

9) HOW TO APPLY?

- a) Candidates are to fill up in the prescribed application format available with this advertisement.
- b) Detail of application fee to be paid in the Form of SBI Demand Draft in favor of "The District & Sessions Judge, Khonsa, District: Tirap, Arunachal Pradesh" payable at "Khonsa".

APPLICATION FEE

| For APST/SC/ST/PWD | For all others |
|--------------------|----------------|
| Rs. 200/- | Rs. 400/- |

- (c) Candidates shall, thereafter fill the application form and paste his/her recent passport sized colored photograph in the given space of the application form and shall sign across the photograph. 3(three) copies of the same photograph should be stapled in the top left corner of the application form and candidate should write his/her name on the reverse of the stapled photographs. The envelope containing the application form should be super scribed as **"APPLICATION FOR THE POST OF"** indicating the choice of post of the candidate in the blank space and the same should be addressed to **"The District & Sessions Judge, Khonsa"**.
- (d) The envelope containing the Application Form and SBI Demand Draft of appropriate value should reach "The office of the District and Sessions Court, Khonsa, Tirap District, Arunachal Pradesh on or before **20th April 2020 (Up to 4 PM)**. The District & Sessions Court, Khonsa will not be responsible for late receipt/non receipt of application forms.
- (e) Separate application will have to be submitted for applying for more than one post by paying separate fees thereof.
- (f) No photocopy of any document is required to be submitted at this stage, except the Passport photos, Demand Draft of appropriate amount as indicated above.
- (g) Candidates who are already in Govt. service will have to submit "No Objection Certificate" from proper authority at the time of viva-voice and checking of original documents, if shortlisted for viva-voice.
- (h) The list of the candidates, with allotted Roll no's will be published on the notice board of the office of the District & Sessions Court, Khonsa and the official website for reference of the candidates after closure of the advertisement.
- (i) Candidates are required to regularly visit Gauhati High Court, Itanagar Permanent Bench, Naharlagun's Website www.ghcitanagar.gov.in from time to time for updates regarding the written examination and other correspondence.

10) TERMS AND CONDITIONS:

- (a) The candidates will have to attempt objective type questions. For every correct answer, the candidate will be awarded 1 (one) mark. The question(s) not attempted will receive no credit or discredit. The cut off marks shall be as decided by the Selection Committee. The selection committee thereafter, the candidates equal to 10 times of the number of vacancies (1:10), in order of merit in the written examination, will be called for viva voice and checking of original testimonials. On the basis of marks obtained in written test and viva-voice, the final panel will be prepared by the selection committee and may decide to allot post, as per final merit position of candidates. However, final selection/allotment of post shall be subject to overall suitability to be decided by the Selection committee.
- (b) The Recruitment process would be strictly as per the Arunachal Pradesh State District Court Service Rules, 2013.
- (c) Candidates will have to appear for Written Test/Skill Test/Interview etc. as and when called for. No TA/DA will be admissible for that purpose.
- (d) The Selection Committee reserves the right to cancel the advertisement/alter/modify or change any of the terms and conditions including selection criteria etc. spelt out in the advertisement.
- (e) The admission of candidates at all stages of the selection process will be purely provisional and subject to their satisfying the prescribed eligibility conditions by way of furnishing documentary evidence in support thereof. If on verification at any time before or after the selection process, it is found that a candidate does not fulfill any of the eligibility conditions, his/her candidature shall stand cancelled without any notice. Mere calling of candidate to written examination /skill test/interview etc. and mere issuance of admit card/call letter etc. does not necessarily mean acceptance of candidature of any candidate which shall be further scrutinized at every stage and selection Committee reserves the right to reject the candidature of any candidate at any subsequent stage of the selection process.
- (e) Unfilled application forms with no sufficient fees, photos, signature and details would be rejected straightaway.

- (f) Posting and transfer of the finally selected candidates shall be as decided by the Selection Committee.
- (g) 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 service.
- (h) The District & Sessions Court, Khonsa, A. P. may put the final selected candidates on probation for a particular period to be decided by the District & Sessions Court, Khonsa. The District & Sessions Court, Khonsa reserves the right to reject the candidature of any candidate during the period of probation.
- (i) Candidates are advised for their own interest to regularly visit the aforementioned website for latest updates on information as the Selection Authority may decide not to issue individual admit card/call letters etc to any candidate and may decide to call candidates to appear in written test/skill test/ viva voice etc by publishing relevant notification only in the aforementioned website.
- (j) All other matters/rules which are not specifically provided herein shall be as decided by the Selection Committee.

17.3.20
(Hirendra Kashyap)
District & Sessions Judge, Khonsa
(Tirap, Changlang and Longding)

Memo No. D&SC/DSA-Div/Rec/2019/16

Dated Khonsa, the 9th March 2020

Copy to:

1. The Registrar-cum-Principal Secretary to the Hon'ble Chief Justice, Gauhati High Court, Guwahati for favour of his lordship's kind information.
2. The Registrar General, Gauhati High Court, Guwahati, for information, please.
3. The Registrar (Vigilance), Gauhati High Court, Guwahati, for information, please.
4. The Registrar (Judicial), Gauhati High Court, Guwahati for information, please.
5. The Commissioner of Law & Judicial, Govt. of AP, Itanagar, for information, please.
6. The Registrar, Itanagar Permanent Bench, Gauhati High Court for information and necessary action.
7. The Director, IPR, Govt. of Arunachal Pradesh, Naharlagun with a request to publish the above advertisement in 2(two) local dailies for one issue. The bill in triplicate may be sent to the undersigned for payment.
8. The System Analyst, Gauhati High Court, Itanagar Permanent Bench, Naharlagun for information and uploading the advertisement in the Website of www.ghcitanagar.gov.in.
9. Notice Board.
10. Office Order File.

(Hirendra Kashyap)
District & Sessions Judge, Khonsa,
(Tirap, Changlang and Longding)

THE DISTRICT AND SESSIONS COURT, KHONSA
(TIRAP, CHANGLANG AND LONGDING)
TIRAP DISTRICT: ARUNACHAL PRADESH

Prescribed format for application form

Paste here a recent colored passport size photo and 3 copies of the same stapled in the top left corner of the form and write name of the candidate on the back side

1. Name of the Post applied for ::
2. Name of the Candidate (IN BLOCK LETTERS)::
3. Gender ::
4. Category(Gen/APST/SC/ST/OBC/MOBC/PWD)::
5. Father's Name::
6. Date of Birth)::
7. Age as on 20-04-2020 (Years/Months/Days)::
8. Nationality::
9. Contact No.::
10. Permanent Address::
11. Address for correspondence ::
12. Educational qualification::

| SL No. | Exam Name | School/College/University | Board/Council/University | Division/Class | Percentage % |
|--------|-----------|---------------------------|--------------------------|----------------|--------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

- 13. Spouse Name ::
- 14. Whether candidate belongs to APST? If yes, name of the tribe::
- 15. Other Qualification (s), if any::
- 16. Work Experience, if any (Write NA, if not applicable)::
- 17. Whether any criminal proceeding is pending against the applicant? If so, details of the case. (Write NA if not applicable) ::
- 18. Whether convicted by a criminal court? If so, give details.(Write NA if not applicable)::
- 19. Whether the applicant was debarred from appearing in any examination due to unfair means? If debarred ,give details (Write NA if not applicable)::

20.

| SBI Demand Draft No | Date | Amount |
|---------------------|------|--------|
| | | |

Declaration

I hereby affirm and state the above mentioned information are true to the best of my knowledge and belief, if I am found to have provided wrong information, my candidature may be cancelled or debarred by the concerned authority

Place:

Date:

Full signature of the applicant