

OFFICE OF THE DISTRICT AND SESSIONS JUDGE,
SOUTH SIKKIM AT NAMCHI

Ref No. 576/D&SJ(S)

Dated: 01.04.2021

EMPLOYMENT NOTICE

Applications are invited from the eligible candidates for filling up the following posts under the Establishment of District & Sessions Court, South Sikkim at Namchi purely on temporary basis:-

Sl. No. (1)	Name of Post (2)	No. of Post (3)	Pay in the Pay Matrix (4)	Requisite Qualification (5)
1.	LDA	1	Level- 9	Bachelors Degree from the recognized University and Certificate of Diploma in Computer
2.	Accounts Clerk	1	Level- 9	Bachelors Degree in Commerce from the recognized University and Certificate of Diploma in Computer
3.	Driver (Leave Reserve)	1	Level- 7	Class VIII pass certificate from recognized School/Board and a valid driving license with minimum experience of three years.
4.	Sweeper	1	Level- 5	Class V pass Certificate from recognized School/Boards

The Eligibility criteria, educational qualification and condition for the appointment are as under:-

1. Candidate must be a citizen of India
2. Age of the candidate must not be less than 18 years and not more than 30 years as on 03.05.2021.
3. Age of the candidate who are eligible to apply in terms of Notification No:- M(3) (55)/ GEN/DOP/PT-III dated 03.07.2017 must not be less than 18 years and not more than 40 years as on 03.05.2021.
4. Candidates fulfilling the above conditions may apply for the post along with following documents duly self attested and submit his or her application addressed to the District & Sessions Judge, South Sikkim at Namchi.
 - a. Educational Qualification (Documents as listed in Column 5 of the above table under head "Requisite Qualification").
 - b. Birth Certificate, Residential Proof, valid employment Card and three number of recent passport size photograph.
 - c. Bank draft of Rs. 50/-(non refundable) under Head-0070/01/OAS payable in favour of District & Sessions Judge, South Sikkim at Namchi as listed in Serial Nos. 1 and 2.
5. Candidates in the Government Service are to apply through proper channel.
6. The last date for the receipt of the application is 03.05.2021 irrespective of any mode of

service for submitting the application. Applications received after the last date shall not be entertained on any ground despite any mode of service.

7. Candidates found eligible on preliminary scrutiny of the application will be issued calling letter for appearing in the written examination/viva-voce.
8. The Employment Notice is also available at the District & Sessions Court, South website i.e., www.districtcourtsnamchi.nic.in.
9. No. T.A/D.A will be paid for appearing in the interview/test.

Syllabus for written examination for the post at sl. No. 1 and 2 are as follows:

S.N	Subject	Syllabus	Name of the post	Full Marks
1.	English (40% will be the qualifying percentage)	Essay writing, letter writing, Idioms & Phrases, Common Error, Preposition, Synonyms, Antonyms, One word substitution etc.	LDA and Accounts Clerk	100 Marks
2.	General Knowledge (40% will be the qualifying percentage)	Knowledge of current affairs	-do-	100 Marks
3.	Computer (40% will be the qualifying percent Syllabus is as age)	Test in Basic Computer Applications	-do-	100 Marks
4.	Arithmetic	HCF, LCM, Simple and Compound interest, percentage, Profit & Loss , Average and Algebra	Accounts Clerk	100 Marks

Viva-voce and Driving test for the post at Sl. Nos.3 and 4

S.N	Name of Posts	Subject	Full Marks (100)	Qualifying Marks
1.	Safaikarmachari	Viva-voce		(40% will be the qualifying percent
2.	Driver	Viva-voce	50 marks for viva-voce 50 marks for driving test	(40% will be the qualifying percent .

Sd/-
District & Sessions Judge,
Namchi South sikkim