



**OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY**  
**CHIRANG::: KAJALGAON**

No. DLSA/CHR/I-1/2025/Estt./ **497**

Dated: 05.04.2025

**ADVERTISEMENT**

Online applications are invited from eligible candidates to fill up the following vacant post in the establishment of the District Legal Services Authority, Chirang, Kajalgaon in the scale of pay mentioned against the post:

Sl. No.	Name of the Post	Number of Post	Scale of Pay	Educational Qualification	Category
1	Lower Division Assistant	01	(PB-2) Rs. 14000/- 60500/- + GP Rs. 6200/- per month plus other allowances as admissible as per rules.	<b>1.</b> Applicant must be a graduate in any discipline from a recognized University <b>2.</b> Applicant must have six months' Computer Proficiency Certificate or six months' Diploma in Computer Application from recognized institute with knowledge in Excel Sheet.	Unreserved

**HOW TO APPLY:**

Candidates who fulfil the requisite eligibility criteria may submit online application form, through home page of the Chirang district judiciary website **[www.chirang.dcourts.gov.in](http://www.chirang.dcourts.gov.in)** wherein a scroll under the caption "Click here to apply online" will be available. **Submission of Online Application Form start date: 07.04.2025 and last date of submission of Online Application Form: 21.04.2025.**

**TERMS AND CONDITIONS FOR APPLICATION:**

1. Candidate must be an Indian Citizen as per the Constitution of India.
2. Candidate should not be less than 18 years and not more than 40 years as on 01-01-2025. The upper age limit is relaxable : **(a)** 5 years for SC/ST candidates, **(b)** 3 years for OBC/MOBC candidates, **(c)** 2 years for Ex-Servicemen and **(d)** 10 years for Persons With Disabilities as per Govt. Notification No. ABP.6/2016/51, Dated 02.09.2020.
3. Candidates must have registered their names in the Employment Exchange.



4. Candidates who are already in Govt. Service will have to apply through proper channel.
5. The applicant need to submit online application form and must have uploaded self attested photocopies of all relevant testimonials regarding educational qualification, Caste, Age proof, Employment Exchange Registration Card, NOC from employer (wherever applicable) along with passport size photograph duly signed by the candidate on the reverse side.
6. Eligible candidates for the post of Lower Division Assistant shall have to appear in the Written Test of 100 marks of multiple choice and letter/essay writing comprising General Knowledge, English, Numerical Ability, Reasoning, Computer Knowledge and Science and 50 marks computer proficiency test of short listed candidates followed by interview of 30 marks.
7. 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 be rejected without any information to him with immediate effect and shall also be liable to Criminal Prosecution as per law.
8. Application submitted without proper supporting documents or incomplete application will be summarily rejected.
9. The list of eligible candidates/ rejected candidates along with specific dates of written examination, skill test and viva voce(as and where applicable) shall be uploaded in the Official website of Chirang District Judiciary (<https://chirang.dcourts.gov.in>) and in the Notice Board of District & Sessions Judge Office in due course. No separate call letters will be issued. Applicants are requested to refer to the official website.
10. No TA/DA will be admissible to the candidates for attending the Interview Process.
11. The undersigned 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.

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District and Sessions Judge-cum  
Chairman  
District Legal Services Authority  
Chirang, Kajalgaon



Memo No. DLSA/CHR/I-1/2025/Estt./498-503 Dated Kajalgaon the 5<sup>th</sup> April, 2025

*Copy forwarded for information and necessary action to:*

1. The Member Secretary, Assam State Legal Services Authority, Guwahati.
2. The Secretary to the Govt. of Assam, Legislative Department, Dispur, Guwahati-6.
3. The District Information & Public Relations Officer, Chirang, Kajalgaon. He/She is hereby requested to take necessary steps to publish this advertisement in two widely circulated daily Assamese and English Newspaper as well as in a Bodo daily Newspaper.
4. The Systems Officer/Assistant District Judiciary, Chirang. He is directed to upload the Advertisement in the official website of District Judiciary, Chirang.
5. The Notice Board O/o the District & Sessions Judge, Chirang, Kajalgaon.
6. Office File.

District and Sessions Judge-cum  
Chairman

District Legal Services Authority  
Chirang, Kajalgaon

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District Legal Services Authority  
Chirang, Kajalgaon

Handwritten date: 05.04.2025



## Instruction for Fill up Online Application

### Important Dates

Sl. No.	Description	Date
1	Start date of submission of Online Application	<b>07-04-2025 from 11:00 AM</b>
2	Last date of Submission of Online Application	<b>21-04-2025 till 5:00 PM</b>

1. Visit <https://chirang.dcourts.gov.in> to access the Notice Board.
2. Click on Recruitments.
3. Click on the link for online Application for the post.
4. It will redirect to the Google form for the Application.
5. Fill up the online form carefully with individual email IDs.
6. Upload all educational documents, Cast Certificate, Employment Exchange Card, NOC (for Government Employees) in single PDF format with candidate name as file name.
7. Upload recent passport size (3.5X4.5 cm) photographs in JPEG format with candidate name as file name (e.g. if name of the candidate is Anup Das then file name should be Photo\_Anup\_Das.jpeg).
8. Upload Signature in JPEG format with candidate name as file name. (e.g. if name of the candidate is Anup Das then file name should be Sign\_Anup\_Das.jpeg).
9. Click on submit button to complete the application process.
10. Candidates may check their response in their respective email ids.

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*P*  
05.04.2025