

GOVERNMENT OF ASSAM
OFFICE OF THE PRESIDING OFFICER:: INDUSTRIAL TRIBUNAL
DIBRUGARH

No.ITD.06/2023/351

Dated, Dibrugarh the 4th April, 2023.

Applications are invited in duly filled up Standard Form from the eligible candidates as published in (Part-IX) Assam Gazette from citizens of India for filling up the following vacant posts in the Office of the Presiding Officer, Industrial Tribunal, Dibrugarh.

Sl. No.	Name of Post	No. of Vacant Posts	Educational Qualification	Scale of Pay	Category
1.	Peon	3 (Three) Nos.	VIII Passed & Below HSSLC passed	Rs. 12000-52000+ Grade Pay Rs. 3900	2 (unreserved) 1 (OBC/MOBC)
2.	Chowkidar	1 (One) No.	VIII Passed & Below HSSLC passed	Rs. 12000-52000+ Grade Pay Rs. 3900	1 [ST(P)]

TERMS AND CONDITIONS:

1. Candidates must be an Indian Citizen as defined in the Article 5 to 8 of the Constitution of India.
2. Candidates already in service should apply through proper channel.
3. Candidates must be Class VIII passed and candidates who have passed HSSLC or above shall not be eligible to apply for the aforesaid posts.
4. Candidates must not be less than 18 years or more than 40 years of age on the date of publication of the advertisement. The upper age is relaxable as per rules.
5. Candidates should have a valid Registration of Employment Exchange of Assam.
6. Application must be accompanied with **self attested copies of all testimonials regarding education qualification, age, caste along with 2 (Two) copies of recent passport size photographs self attested (one pasted and one stapled)**. The candidate must also furnish their **mobile number(s)** on the application form.
7. No T.A./ D.A will be provided to the candidates for the attending the viva-voce.
8. Candidates intending to apply for different post shall submit separate applications.
9. Nature of Work

(a) For Peon

- i) Assisting the concerned officer/staff in carrying out their duties.
- ii) Maintaining cleanliness of the office
- iii) Washing Utensils and bringing refreshment/tea etc.
- iv) Delivering official documents/letters.

(b) **For Chowkidars**

- i) To see that the officer doors and windows are bolted and locked and the gates also locked at the close of the day.
- ii) To open the doors and windows of the rooms at 9 AM and to get the office room swept and cleaned by the sweepers and the officer racks etc. dusted by the peons.
- iii) To keep watch over the office property against theft.
- iv) Maintaining cleanliness of the office compound.

10. Envelope containing application should indicate the name of the post applied for on the top in block letters as - **"APPLICATION FOR THE POST OF"** and address to the Office of the Presiding Officer, Industrial Tribunal, Near Polo Ground Road, Graham Bazar Tinali, Dibrugarh, Pin-786001.

11. The eligible candidates shall be required to appear for the Viva Voce test.

12. Incomplete forms/applications are liable to be out rightly rejected.

13. The admission of candidates for the selection process will be purely provisional and subject to the satisfaction of the prescribed eligibility condition and final scrutiny of application and documents.

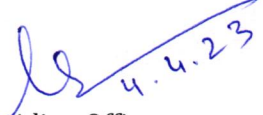
14. **The last date of submission** of the application forms for all the above four vacant posts shall be **08.05.2023 till 5 p.m.** in the drop box installed in the office premises of Industrial Tribunal, Dibrugarh. No applications shall be accepted after the last date and time under any circumstances and no applications sent through posts shall be received after the last date and time.

15. The candidates are asked to visit the Official website of Dibrugarh District Judiciary (**www.dibrugarhjudiciary.gov.in**) for detailed information regarding the list of candidates eligible to appear in viva voice along with date and place. No calling letter will be issued separately to the candidates.

16. Canvassing by any means will immediately lead to rejection of candidature.

17. The undersigned reserves the right to alter/modify or change any terms or conditions including selection criteria, etc. mentioned in the advertisement at any stage.

18. The selected candidates will have to submit an undertaking to the authority that they will abide by the New Pension Rules of the Government.


4.4.23
Presiding Officer
Industrial Tribunal
Dibrugarh
Presiding Officer
Industrial Tribunal, Dibrugarh

Copy to:-

Memo No.ITD.01/2023/352-53

Dated, Dibrugarh the 4th April, 2023.

1. The System Officer, Dibrugarh. He is requested to upload in the official website of Dibrugarh Judiciary.

2. Office Notice Board

Sd/-
Presiding Officer
Industrial Tribunal
Dibrugarh