

ESTABLISHMENT OF THE
DISTRICT & SESSIONS COURT NORTH SIKKIM AT MANGAN

Ref. No. 779/D&SC/N/Mangan

dated: 16.07.2021

Employment Notice

Applications are invited from eligible candidates for filling up the following vacant posts of ministerial staff under the Establishment of the District & Sessions Court, North Sikkim at Mangan, purely on temporary basis.

Details are as under:

1	2	3	4	5
S.N	Name of Post	No. of Post	Pay in the Pay Matrix	Requisite Qualification
1	Stenographer Grade III	01(one)	Level 10 Cell 1 in the Pay Matrix	1. Bachelors Degree from the recognized university 2. Shorthand speed shall be 60 w.p.m 3. Typing Speed 35 w.p.m. 4. Certificate of 1 year Diploma in Computer application.

The eligibility criteria, educational qualification and conditions are as under:-

1. Candidate must be a citizen of India.
2. Age of the candidate must not be less than 18 yrs and not more than 30 years as on **20.08.2021**. Relaxation of the upper age limit will be permitted as per Sikkim Government Establishment Rule 1974 for candidates belonging to Schedule Caste/Schedule Tribe, Other Backward Classes or Ex-servicemen and governed by Notification No. M(5)/(55)/GEN/DOP/PT-III DATED 03.07.17 for candidates belonging to all communities of State of Sikkim.
3. Candidates fulfilling the above criteria and desirous of sitting for the interview may submit his/her application addressed to the Ld. District and Sessions Judge, North Sikkim at Mangan along with certified copies of the following:
 - (i) Attested copies of Qualification Documents as listed in column five of the above table under head "Requisite Qualification"
 - (ii) Attested copy of Birth Certificate.
 - (iii) **Bank draft of Rs.50/-** (non-refundable) drawn in favour of the Ld. District & Sessions Judge, North Sikkim at Mangan.
 - (iv) 2 nos. of passport size photographs.

Applications received without supporting documents will be rejected summarily.
4. Candidates in Government service are to apply through proper channel.
5. No T.A and D.A will be paid for appearing in the interview.
6. For details interested candidates may visit <https://districts.ecourts.gov.in/mangan>
7. Last date for receipt of application is **20.08.2021**

ESTABLISHMENT OF THE
DISTRICT & SESSIONS COURT NORTH SIKKIM AT MANGAN

8. Syllabus is as follows:-

S.N	Subject	Syllabus	Name of the post	Grade	Marks
1	English (40 % will be the qualifying percentage)	Essay writing, letter writing, Idioms & Phrases, Common Error, Preposition, Synonyms, Antonyms, One word substitution etc.	Stenographer III	Grade	100 Marks
2	Shorthand (Speed test will be 60 w.p.m)	-	Stenographer III	Grade	100 Marks
3	Typing (Speed test will be 35 w.p.m)	-	Stenographer III	Grade	100 Marks
2	General Knowledge (40 % will be the qualifying percentage)	Knowledge of current affairs (Objective questions)	Stenographer III	Grade	100 Marks
3	Computer (40 % will be the qualifying percentage)	Test in Basic Computer applications.	Stenographer III	Grade	100 Marks
4	Viva Voce		Stenographer III	Grade	100 Marks

Administrative Officer
District & Sessions Court
East & North Sikkim, Gangtok

* Candidates may submit their application at the following venue during office working hours:
1. Judicial Service Center, District & Sessions Court, Pentok, Mangan, North Sikkim.