

Office of the Judge,  
Family Court, Agartala, West Tripura.

No. F.5 (4) /FC/AGT/Rec.2016/431

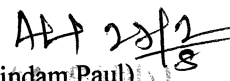
Dated, Agartala, The 27<sup>th</sup> February, 2018

EMPLOYMENT NOTIFICATION

Sub: - Appointment to various vacant posts in the Family Court, Agartala by way of deputation

Pursuant to the direction received from the Hon'ble High Court of Tripura communicated vide letter no F.4(28)-HC/2017-18/3257-60 dated 23-02-2018 application is hereby invited from bonafide Indian citizens serving under various judgeships of Tripura to fill up the below noted vacancies under the Judgeship of Family Court, West Tripura. Advance copies of completed application forms duly filled in must reach the office of Judge Family Court, Agartala, West Tripura by 07-04-2018. The application forms duly forwarded by the respective Head of Departments must reach the office before the date of interview which will be notified later.

No of Vacancies	Name of Post	Period of Deputation	Eligibility	<u>PAY SCALE</u>
2	Office Superintendent (Bench)	2 years  (May be extended depending on exigency)	Serving OS or Head Clerk with 2 yr service	Level 12 of pay matrix
2	Head Clerk ( Nazir/Accountant)	DO	Serving Head Clerk or UDC with 2 yr service	Level 10 of pay matrix
1	PS IV	DO	Serving PS IV or PA I with 5 yr service	Level 13 of pay matrix
1	PA II	DO	Serving as PA II	Level 9 of pay matrix

  
(Arindam Paul)  
Judge  
Family Court  
Agartala, West Tripura

**( PROFORMA OF APPLICATION )**

To  
The Judge,  
Family Court,  
Agartala, West Tripura District

[Through proper channel]

Sub :- Appointment to the post of \_\_\_\_\_ in the Family Court, Agartala, by way of deputation--- Application thereof.

Ref :- Advertisement No. F.5(4)/FC/AGT/Rec.2016/431 dated 27<sup>th</sup> Feb 2018

Sir,

With reference to above, I beg to inform you that I am willing to render my service to the post of \_\_\_\_\_ under your Judgeship on deputation for a period of 2 years. Necessary particulars are given here in below for your kind perusal.

1. Name of the Employee :-

2. Address:- (a) Permanent Address :-

(b) Present Address (for communication) :-

3. Date of Birth/ Age as on 01-04-2018 :-

4. Present designation / Grade (indicating length of service) :-

5. Date of joining in the service :-

6. a) Date of joining in the previous promotional posts, if any :-

b) Description of previous promotional post/grade :-

7. Any other relevant information :-

8. Contact No.:-

May I, therefore, hope that you would be kind enough to accept my prayer and allow me to serve under your establishment by way of deputation for a period of 2 years and oblige thereby.

Yours faithfully,

**Full Signature of the employee with designation**

Date : \_\_\_\_\_

Place: \_\_\_\_\_