

ADVERTISEMENT

Applications are invited from the citizens of India in Standard Form as published in Part -IX of the Assam Gazette as defined under article 5 & 6 of the Constitution of India for filling up the vacant post mentioned below in the Office of the Special Judge, NDPS Court, Guwahati, Assam.

Sl. No.	Name of the Post	No. of post(s)	Reservation	Pay Scale and Grade Pay
1	2	3	4	5
1	Chief Administrative Officer	1	Unreserved	(Rs. 30,000/- to Rs. 1,10,000/-) + Grade Pay Rs. 14,500/-

Eligibility:

- The candidate must have served continuously as Sheristadar of Additional District & Sessions Judge or as Head Assistant in the District & Sessions Judges Establishment at least for 5 years as on 30th day of June, 2025, as per the Assam District and Sessions Judges Establishment (Ministerial) Service Rule 1987, however, point 17(1) of The Assam District and Sessions Judges Establishment (Ministerial) Service Rule 1987 i.e. the recruitment and condition of service of the members of the Ministerial Staff in the establishment of the Special Judge will be regulated mutatis mutandis in accordance with the Assam District and Sessions Judges Establishment (Ministerial) Service Rule 1987 will be followed.

TERMS AND CONDITIONS:

- The applicants must submit their applications in the Standard Form of application published in Assam Gazette Part-IX. A candidate will have to submit 4 (Four) copies of recent passport size photographs and testimonials of his/her Age, Caste, Education Qualification etc. along with the filled up application form, the photocopies of the relevant documents are to be self attested, Candidates will have to produce testimonials in original, in the event of being selected for interview, failing which his/her candidature will be rejected,
- The intending candidates shall submit their applications through proper channel including experience certificate issued by the respective District and Sessions Judge or equivalent Courts along with copies of Service Book, five years ACRs with requisite educational qualification.
- The candidate must submit "No Objection Certificate" issued by the competent authority.
- Applicants must provide their contact number and e-mail (if available) in the application.
- A provisional 'Selected List' and 'Rejected List' will be notified in due course of time in the official website of Kamrup (M) district judiciary i.e. www.kamrupmetro.dcourts.gov.in.
- The application should be addressed to "The Special Judge, NDPS Court, Guwahati, Assam, Pin- 781001" through postal service or may be dropped in the "Drop Box" placed in Office premise, the envelope containing the application and other documents should be superscribed as "APPLICATION FOR THE POST OF CAO".
- List of eligible candidates/Place and date of interview/Viva-Voice will be notified later on in the Kamrup (M) District Judiciary website www.kamrupmetro.dcourts.gov.in candidates will visit the said website for any information in this regard. No personal/individual communication will be entertained by the selection Board in this regard.
- Applications received late or Incomplete/defective applications will be summarily rejected. The authority shall not be responsible for any postal delay.
- Canvassing directly or indirectly will disqualify the candidature.
- No. T.A/D.A will be admissible to the candidate for attending the Interview. The selection committee shall have the right to accept or reject the candidature of a candidate after proper scrutiny of the documents/testimonials etc. with regards to the modalities of selections. The decision of the selection Board shall be final and binding.
- Final Selection shall be made on the basis of the marks secured in the interview only.
- Applications should reach the office of the Special Judge, NDPS Court, Guwahati, during office hours on working days on or before 15.07.25.

All other matters which are not specifically provided in this advertisement shall be decided by the Selection board.

**Sd/- Special Judge
NDPS Court Kamrup (M),
Guwahati, Assam**