

**OFFICE OF THE DISTRICT JUDGE OF PURBA BARDHAMAN  
ENGLISH DEPARTMENT**

**Notification for recruitment of Different posts of Group-D i.e. Night Guard, Day Guard, & Gardener in the Judgeship of Purba Bardhaman for the year 2024.**

**Employment notification no. 2 / III-9 dated, Burdwan the 2<sup>nd</sup> April, 2024.**

Applications from the eligible **male** Indian Citizens are invited in prescribed format for preparation of panels to fill up the existing and expected vacancies for the posts of Night Guard, Day Guard & Gardener in the Judgeship of Purba Bardhaman. The appointments will initially be made on purely temporary basis but are likely to be made permanent.

The examination / test will be held on a particular date and time as per schedule of programme which shall be fixed and conducted by the District Recruitment Committee of Purba Bardhaman Judgeship in due course of time.

Application format, vacancy position, Scale of pay, application fees and other details are given hereunder:-

**A. Category wise vacancy position**

Name of the post	Total vacancy	Category wise vacancy		
		Sl no.	Vacancy as per 100 point Roster	Number of vacancy
<b>NIGHT GUARD (Only for MALE candidate)</b>	<b>09 (Nine)</b>	1.	Un-Reserved	01 (One)
		2.	Economical Weaker Section	01 (One)
		3.	Un-Reserved (EC)	01 (One)
		4.	Secluded Caste	01 (One)
		5.	Secluded Caste (EC)	01 (One)
		6.	OBC A	01 (One)
		7.	Ex-Servicemen	03 (Three)
<b>DAY GUARD (Only for MALE candidate)</b>	<b>01 (One)</b>	1.	Secluded Caste (EC)	01 (One)
<b>GARDENER (Only for MALE candidate)</b>	<b>01 (One)</b>	1.	Un-reserved	01 (One)

**B. Scale of pay**

Level 1 of the Pay Matrix (Rs. 17000/- to 43,600/-) under ROPA 2019 with other allowances as admissible under the existing Government Rules.

**C. Eligibility of Age**

Not less than 18 years and not more than 40 years as on **1<sup>st</sup> January, 2024** with a relaxation of upper age limit of five (05) years in case of Scheduled Caste & Scheduled Tribe candidates and three (03) years for OBC candidates. The upper age limit, in case of Ex-Serviceman Category, is as per existing Government Rules.

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**D. Minimum Qualification.**

Must have passed Class-VIII from any recognized school or recognized Madrasah or any other recognized equivalent institution & **must be physically sound and fit.**

**E. Mode of Examination**

The examination shall consist of two part viz. Part-I and Part-II.

The Part-I examination will carry 100 marks having 50 questions of two (02) marks each, comprising of multiple choice objective type questions on General Knowledge, General Intelligence, General English & Arithmetic. Two (02) marks shall be deducted for each wrong answer. The duration of the Part-I examination shall be one (01) hour.

On the basis of result of part-I examination a number of candidates will be selected for personality test carrying 50 marks, and a final panel will be prepared on the basis of result of total marks obtained in Part-I & Part II examination.

The appropriate authority/authorities shall have the discretion to fix qualifying marks in any or all the tests mentioned above, and to relax such marks, if deemed necessary.

**F. Application fees**

General & others excluding S.C	Rs. 300/- (Three Hundred only)
Scheduled Caste	RS. 100/- (One Hundred only)

**Reserve candidates of other State will be treated as General Candidates.**

**G. Mode of payment of application fee.**

By Bank Draft issued by any nationalised Bank on a date after publication of the advertisement, in favour of **DJ cum Chairman, DRC Purba Bardhaman payable at Burdwan. Application fee is not refundable in any case. Any other mode of payment of application fee will not be accepted.**

**H. How to Apply**

Eligible candidates may submit legible handwritten or typed (one side of the paper) single application for the aforementioned posts as per format given below, addressing to **the District Judge cum District Recruitment Committee of Purba Bardhaman Judgeship, Court Compound, Burdwan, Purba Bardhaman, Pin code 713101**” accompanied by bank draft as mentioned above, two copies of passport sized recent photo, attested copies of documents mentioned in the application form.

1. One passport size recent coloured photograph duly signed by the candidate should be pasted in the identified place in the application format and another passport photo be enclosed with the application form. **(Recent Photographs must be identical & coloured).**
2. One self addressed envelope (4.5 X 10.5) inch fixed with a postal stamp of Rs.10/- for future communication.
3. Full signature of the Candidate with date must be given at the bottom of the application.
4. Photocopy of address proof, proof of date of birth, Caste certificate, educational certificate, etc must be attached with the application form.
5. Defective / incomplete / unsigned application / application with unsigned & blur photograph / application submitted without proper fees and application form not according to format will be summarily be rejected.

6. Admit cards containing venue, date and time of examination / test as also other information, will be sent to the candidates whose application will be considered to be in order in all respect, by post. Candidates call for the examination / test shall be required to appear at their own expenses.
7. Admission to the test / examination will be deemed provisional, subject to verification and determination of the candidate's eligibility and suitability in all respect. If at any stage of the process, a candidate is found to be ineligible for admission to the test(s), in terms of the notice his / her candidature shall be cancelled without making any reference to him/her and without assigning any reason.
8. A candidate furnishing incorrect or false particulars or suppressing material information will be disqualified and if appointed, shall be liable for dismissal from service.
9. The District Recruitment Committee reserves the right to offer appointment to the selected candidates at any place of the Judgeship without any preference of the candidates.
10. Once appointed the matters regarding service, seniority, promotion etc. in respect of an appointee will be regulated by the rules followed in the Judgeship of Purba Bardhaman, where he / she will be appointed.
11. In case of any dispute, the decision of the District Recruitment Committee of Purba Bardhaman Judgeship shall stand final.
12. Candidates, whose application will be found not in order, will not be allowed to appear in the test/s and authority will bear no responsibility to inform.
13. The application, by speed post, ordinary post, Registered post must be submitted in a closed envelope mentioning the name of the post applied for, on the top of the envelop within the date and time mentioned hereunder to the office of **the District Judge cum District Recruitment Committee of Purba Bardhaman Judgeship, Court Compound, Burdwan, Purba Bardhaman, Pin code 713101**. The applications may also be dropped at the respective container / box which will be placed at a conspicuous place of District Judges Court Premises at Burdwan.
14. Application reaching the office of the District Judge, Purba Bardhaman after the last date shall not be considered, even though the same are posted well in advance.
15. The Candidates already in service under Govt./Public Sector undertaking and within the prescribed age limit must submit their applications through proper channel with "no objection certificate" of the concerned authority.
16. The District recruitment Committee reserves the right to make shortlist of the successful candidates. The Panel/s thus formed shall remain effective till the process of giving appointment against the notified vacancies, is completed. However the said Panel/s shall remain valid for a year from the date of its formation.
17. The District Recruitment Committee shall have the full discretion to fix the minimum qualifying marks in respect of all categories of post notified above and shall have full right to relax any or part of the norms.
18. **Applicants are advised to follow the website of the Purba Bardhaman Judgeship i.e. <https://purbabardhaman.dcourts.gov.in/notice-category/recruitments/>**

**LAST DATE FOR RECEIPT OF APPLICATION  
IS 04-05-2024, WITHIN 5 P.M**

**Sd/- S. Sengupta  
District Judge, Purba Bardhaman  
-cum-  
Chairman  
District Recruitment committee of  
Purba Bardhaman Judgeship**

## APPLICATION FORMAT

LAST DATE OF APPLICATION 04-05-2024

APPLICATION FOR  
THE POST OF \_\_\_\_\_

To :  
The District Judge, Purba Bardhaman &  
Chairman, District Recruitment Committee of Purba Badhaman Judgeship.  
Court Compound, Burdwan, Pin - 713101

One recent  
passport size  
photograph duly  
signed by the  
candidate to be  
pasted here.

Sir,  
I beg to apply for the post of \_\_\_\_\_ in your judgeship  
and I beg to submit my particulars as per prescribed format, given below :-

1.	Full Name (in block letter )	:	
2.	Name of the Father / Husband	:	
3.	Date of Birth (give attested supporting document)	:	
4.	Actual Age as on 01-01-2024	:	
5.	Sex (Male/Female)	:	
6.	Nationality	:	
7.	Religion	:	
8.	Address (Permanent & Present with PIN Code	:	
9.	Contact number (telephone / mobile)	:	
10.	Caste	:	
11.	Whether belongs to EWS Category (give attested supporting documents)	:	(YES / NO) If yes give attested copy of current certificate
12.	Whether belongs to Exempted Category (EC) (give attested supporting documents)	:	(YES / NO) If yes give attested copy of certificate

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13.	Whether belongs to Reserve Category [SC/ ST/ OBC(A/B)]	:	(YES / NO) (If yes give attested copy of certificate)
14.	Educational Qualification	:	(give attested supporting documents)
15.	Please state the details Bank Draft.	:	i. Amount of the Bank Draft : ii. Number & date of the Bank Draft : iii. Name of the issuing Bank :
16.	Whether the candidate is a govt. employee or not. If yes, give details with a copy of “no objection certificate” of the Appointing Authority.	:	

I, do hereby declare that,

1. All statements made above are true, complete and correct to the best of my knowledge and belief and in the event of any information being found false, my candidature is liable to be cancelled.
2. I have obtained “no objection” certificate from my Appointing Authority in writing.  
(only for candidates serving under Government)

[Strike out the portion (2), if not applicable.]

Yours faithfully,

Date :

\_\_\_\_\_  
Full Signature of the Candidate  
with full address

Enclosures :

- 1.
- 2.
- 3.
- 4.
- 5.

**NB:**

Duly filled in application form, without supporting documents in respect of the item nos. 3, 11, 12, 14 & 17 of the prescribed application form will be rejected.