

DISTRICT COURT, SIVAGANGAI ADVERTISEMENT FOR RECRUITMENT TO FILL UP THE
VACANCIES IN THE VARIOUS POSTS IN THE JUDICIAL UNIT OF
SIVAGANGAI DISTRICT.

(as per the Order of the Hon'ble High Court, Madras, in W.P. No.33647/2007 and suo moto Writ Petition No.32836/2007, dated 29.04.2008 and W.A. No.1027/2013, dated 09.06.2014.)

A.NO. 84 /2018/

Dated. 21 /05/2018

Applications for the following post in Tamil Nadu Judicial Ministerial Service in the Judicial Unit of Sivagangai District are invited and the eligible candidates, having the undermentioned eligibility criteria for the posts concerned, may apply for the respective posts in the prescribed format along with copies of all the testimonials and certificates duly self attested by the applicant. All the applications should be sent only by post. The eligible candidates, after due verification, will be called for to attend in the further selection process.

Details of the Posts, Educational Qualification, Scale of Pay, number of Vacancies and the respective roster turns are noted below, in the tables (I).

(I) NAME OF THE POST		JUNIOR BAILFF
PAY MATRIX LEVEL		Revised Levels of Pay – Level-7 – (Minimum-19000 Maximum-60300)
EDUCATIONAL QUALIFICATION		Must Possess Xth Std.
NUMBER OF VACANCIES		11
ROSTER TURNS :-		
	1.	General- Turn -Priority
	2.	Scheduled Castes (Arunthathiyars on preferential basis) – DW Women
	3.	Most Backward Classes and De-notified Communities- Priority
	4.	Backward Classes (Other than Backward Class Muslims) – Priority.
	5.	General Turn – Women DW – Non Priority.
	6.	Scheduled Castes – Priority.
	7.	Most Backward Classes and De notified Communities- Women DW – Non Priority.
	8.	Backward Classes (Other than Backward Class Muslims) – Women DW – Non Priority.

	9.	General Turn – Non Priority
	10.	Backward Classes (Other than Backward Class Muslims) – Non Priority.
	11.	General Turn – Non Priority.

Age (as on -05-2018):

(a) Minimum Age limit – To have been completed 18 years of age

(b) Maximum Age limit is as follows.

Sl.No	Category of Candidates	Minimum age limit	Maximum age limit
1.	Scheduled Caste/ Scheduled caste (Arunthathiyars), Scheduled Tribes and Destitue Widows of all Castes.	18 years	35 years
2.	Most Backward Classes/De-notified communities, Backward classes and Backward classes (Muslims)		32 years
3.	" Others" (i.e) Candidates not belonging to Scs, SC(A)s, Sts, MBCs/DCs, BCs and BCMs).		30 years
AGE RELAXATION APPLICABLE AS PER RULES			

Last Date.: All the applications, with passport size photo affixed and duly self attested on the Right Margin of the application, in the space provided, as mentioned should be submitted along with attested copies of all the testimonials, certificates on or before11/.....6/2018 to the undermentioned address;

The District Judge,

District Court, Sivagangai – 630 561.

(The applications received after the last date will not be entertained under any circumstances.)

The District Judge, Sivagangai has the power to select the qualified and eligible candidates/to postpone the interview, and if circumstances need to annul the advertisement without any prior intimation. The applicants are strictly instructed to follow the instructions issued along with this notification. Failure in following the instructions will lead to the rejection of the application.

Place, Sivagangai

Date: 21.5/2018


District Judge, 21.5.18
Sivagangai.

Instructions to the candidates (A.No. /2018 /)

All applications should be submitted in the prescribed format (which should be downloaded from the website of this court noted below), only by Post and if more than one application is received in respect of an applicant for a category of post, it automatically leads to the rejection of other applications except the first one in the said category of the post.

if a candidate would like to apply for more than one post, he should submit separate application for each post with proper enclosures, as prescribed.

The application sent in a postal cover sent by an applicant should contain only one application. More than one applications should not be sent in a postal envelope.

The name of the post, for which the application is submitted, should be entered scrupulously in the appropriate place in the application and on top of the envelope containing the application.

The Passport size photograph of the candidates should be properly affixed on the application, and the same should also be self attested by the applicant. If the photo of the applicant is not available at the time of scrutiny of applications, due to the fact that either the applicant has not pasted the photo properly, or due to the transport of the application from one place to another place, the application will be rejected. Further the administration will not be held responsible for loss of the photograph on the application. Hence, the candidates are advised to ensure that the photos are properly affixed.

All the copies of certificates with reference to the claim made by the applicant in the application should be submitted and the same is also to be duly self attested. However, the candidates should submit all the original certificates, testimonials and proof of identity at the time of Interview. The photographs should not be stapled and the photograph should be affixed in the appropriate place.

All further communications/Memo/Intimation for Examination/interview should be made only through website e.courts.gov.in/tn/Sivagangai. No communication will be sent to the applicants individually, other than the communication made in the website, and so the applicants are advised to observe further communication in the website.

Only copies of certificates should be submitted along with the application and all the copies of certificates should duly be self attested by the applicant. Original certificates need not be sent along with the applications. If the copies of certificates, submitted along with the application and the photograph affixed on the applications, are not self- attested the application will be rejected, without any notice.

All the columns in the application should be duly filled in and incomplete applications will be summarily rejected.

If any of the claim of the applicant as noted in the application is found to be false, the candidature of the applicant will be cancelled without any notice.

On claiming priority, the copy of certificate with regard to the priority should be enclosed with the application. Failure to adhere the same will lead to the rejection of the application.

On claiming preference in Tamil Medium, the copy of such documents showing the individual having studied in Tamil Medium, should be enclosed with the application.


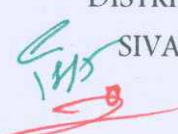
The applicants should submit a copy of any one of the following Identity Cards in proof of their residence (presently residing and notes in he application) along with the applications.

1. Driving Licence.
2. Pan Card.
3. The first page of Bank Passbook.
4. Voter's I.D.
5. Ration Card.

HOW TO FILL UP THE APPLICATION AND CHECKLIST

1.	It is to be ensured that the photograph on the application is affixed properly and self attestation is made on the photograph.
2.	Name of the post for which the applicant applies, should be written correctly. If the name of the post is not filled up properly the application will be rejected.
3.	Name of the applicant, both in Tamil and English, should be filled up in Sl.No.1, with reference to the Educational Certificates.
4.	Name of the Father/Mother/Guardian should be filled up properly with reference to the Educational Certificates and other Certificates available in the candidates. The Women candidates are required to fill up the initial as per the Educational Certificates. The women candidates are required to fill up the initial as per the Educational certificates. If the initial of women candidates have been changed by due publication, the copy of the Gazette should be submitted along with the application.
5.	The gender of the candidate should be noted down, i.e., whether he belongs to Male/Female/Trans-gender.

6.	Academic Educational Qualification, that the candidate possessed, should be filled up properly by showing as follows: 8th Std, 12th, Graduate, post Graduate as the case may be. The candidate should mention the Educational Qualification which he has attained lastly. However, the copies of certificates of Education Qualification of 8th Std., 10 th Std., 12th Std., Graduate, Post Graduate, as per the claim of the candidate are to be submitted. If the candidate possesses technical educational qualification, he has to submit the copy of the certificate concerned.
7.	While filling up of the column concerning the Caste, the candidate has to fill up properly, whether he belongs to O.C, B.C., B.C Muslims, MBC or DNC, SC or ST. After writing the Caste, the Sub Caste is also to be noted in the next prescribed column.
8.	Nationally and the religion of the candidate should be filled up properly.
9.	Place of birth should be noted, by noting down the taluk and the District. where the candidates is born.
10.	Marital Status should be filled up in Column No. 11.
11.	Permanent address should be filled up correctly. A copy of identify proof, showing the residential address of the candidate, should be submitted.
12.	Previous experience, if any possessed by the candidate, should be noted down.
13.	The copy of the certificate for claiming priority should be enclosed with the application.
14.	If the candidate claim to have studied in Tamil Medium, PSTM certificate, obtained from the institution, would be submitted.
15.	And other columns should be filled up properly.


 21.5.18
 DISTRICT JUDGE,
 SIVAGANGAI.


APPLICATION FORM
DISTRICT COURT, SIVAGANGAI

ROASTER NO.

Self attested
Passport Size
photo of the
Applicant

1	Name of the post applied for	:			
2	Name of the Applicant (in English) as per the certificate	:			
3	Name of the Father / Husband	:			
4	Date of Birth	:	DD	MM	YYYY
5	Sex	:	Male/Female		
6	1) Educational Qualifications (Copy of Mark sheet with Transfer certificate to be enclosed).	:			
	2) Addl. Qualifications if any (Driver plumbing, Electrician, typing, shorthand, computer Knowledge appropriate self attested certificate should be attached)	:			
7	Community (tick correct community) (Copy of certificate to be enclosed)	:	(OC / BC / MBC / SC / SCA /ST)		
8	Caste (with sub caste)	:			
9	Nationality / Religion	:			
10	Native Place	:			
11	Whether the applicant married	:			
12.	Permanent Address	:			
13.	Experience if any. If so, Certificates to be attached.	:			
14.	Do you claim priority? If yes, relevant certificate to be attached.	:			
	1. Destitute widow	:			
	2. Physically challenged	:			

PLACE:
DATE:

SIGNATURE OF THE APPLICANT.