

State Legal Services Authority, Gangtok

Public Notice for Walk-in-Interview

Applications are invited from candidates for filling up the following posts in the Legal Aid Defence Counsel Office at Gangtok and Namchi Districts on a purely temporary basis viz;

Sl.No.	Name of the Post	No. of posts	Honorarium (Rs)	Eligibility criteria
1	Lower Division Clerk	02	15,000 – 20,000	• Graduate from a recognized University along with Diploma in Computer Application. Having ability to take dictation and prepare files for presentation in the Courts, file maintenance, and processing knowledge.
2	Receptionist-cum-Data Entry Operator	02	15000 - 17000	• Graduate from a recognized University along with Diploma in Computer Application and an ability to work with telecommunication systems, and proficiency with good typing speed.
3	Office Peon	02	10,000 – 12,000	Class VIII passed from a recognized school/board

Conditions of eligibility;

1. Candidates must be in possession of either a Sikkim Subject Certificate or a Certificate of Identification issued by the Competent Authority.
2. Should have attained the age of 18 years & should not have exceeded 40 years in terms of Notification No.M(3)/(55)/GEN/DOP/Pt-III dated 03.07.2017.
3. Candidates fulfilling the above conditions are to appear in the office of Sikkim SLSA for Walk-in-Interview on **3rd May 2023 (Wednesday)** from **11:00 a.m.** onwards along with an application and self-attested copies of the supporting documents and 3(three) recent passport-size photographs and Self-Declaration Form (Annexure A) in view of Notification bearing No.52/Home/2018 dated 06.08.2018, issued by Home Department, Government of Sikkim.
4. Candidates must possess a valid employment card.
5. Candidates who appear without the above-mentioned documents will not be entertained.
6. Those who are already in Government Service shall apply through the proper channel.
7. No TA/DA shall be paid for appearing in the interview.

Sd/-

MEMBER SECRETARY
Sikkim State Legal Services Authority
Development Area, Gangtok.