



Chandigarh Judicial Academy

Sector-43-D, Chandigarh – 160022

Ph. No. 0172-6662449 Fax No. 0172-6662178

website: www.cja.gov.in E-mail id: cja.chd@hotmail.com

No. DIR / CJA / 2019 / 2547
Dated: 20.08.2019

EMPLOYMENT NOTICE

1. Chandigarh Judicial Academy (www.cja.gov.in) invites applications for filling up 01 post of Helper GYM on contract basis on D.C.Rates for a period of 1 year. Eligible persons are required to apply through the prescribed format which is available on the website of Chandigarh Judicial Academy (www.cja.gov.in).

Last date for receipt of applications : 14.09.2019

2. AGE LIMIT:

Applicants with the minimum age of 18 years and maximum of 35 years as on 01.01.2019 can apply.

3. ESSENTIAL QUALIFICATION :

- The candidates must possess a certificate in Physical Education.

NOTE : The candidate should be well versed in the game of Squash.

4. MODE OF SELECTION

Candidates shall be evaluated through Interview-cum-Practical Test.

5. SPECIAL INSTRUCTIONS

The decision of the Hon'ble Board of Governors of Chandigarh Judicial Academy in all matters relating to acceptance or rejection of an application, eligibility/suitability of the applicants, mode/criterion for selection etc. shall be final and binding on the applicants. No inquiry or correspondence shall be entertained in this regard.

6. EXAMINATION FEE (Non-refundable):-

The applicants have to enclose a Bank Draft drawn amounting to Rs.100/- (One Hundred Only) on any nationalized bank in favour of 'Chandigarh Judicial Academy' payable at **Chandigarh**.

The fee once paid will not be refunded in any case. The applications which are not accompanied with the requisite fee will be rejected.

7. ENCLOSURES

The application form should be accompanied by:

- a. Bank Draft drawn on any nationalized bank in favour of 'Chandigarh Judicial Academy' payable at **Chandigarh** for the amount detailed at Sr.No 5 above.

- b. Documents in support of your educational qualification, experience, age, etc and two recent passport sized photographs which are duly attested, one to be pasted on the application form and the other to be enclosed with the application form.

8. INSTRUCTIONS

- i. The application can be submitted on the prescribed proforma with the Registrar, Chandigarh Judicial Academy, Sector 43-D, Chandigarh, PIN 160022 in person or by **registered post**.
- ii. The application on the prescribed proforma complete in all respects should reach the Registrar office on or before **14.09.2019 upto 5.00PM**. Incomplete applications or those not on the prescribed proforma or those received after the due date shall be out-rightly rejected. Chandigarh Judicial Academy will not be responsible for any postal delay.
- iii. The conditions of employment/service and reservation shall be regulated as per the provisions of Chandigarh Judicial Academy Employees (Appointment, Condition of Service, Punishment & Appeal) Rules, 2011 as amended from time to time.
- iv. Merely satisfying the eligibility criterion does not entitle an applicant to be called for screening test/Interview. Chandigarh Judicial Academy reserves the right to alter/modify or change any of the terms and conditions including the selection criterion as spelt out in the advertisement.
- v. Category once filled by the candidates shall be sacrosanct and no change shall be permitted at any stage of the recruitment process, thereafter.
- vi. The persons who are serving the Central or State Govt., Autonomous Organization of the Central or State Govt. or Universities or such like institution must enclose **'NO OBJECTION CERTIFICATE'** issued by their departments with their application form while applying for the said post. Such applications must reach Chandigarh Judicial Academy well in time. In case, **'NO OBJECTION CERTIFICATE'** is not enclosed, such applications will not be taken into consideration for Recruitment purpose.
- vii. The admission of applicants at all stages of recruitment process i.e. screening test/Interview/Practical test, etc. will be purely provisional and subject to their satisfying the prescribed eligibility conditions by way of furnishing documentary proof in support thereof. If on verification at any time before or after the said test, it is found that an applicant does not fulfil any of the eligibility conditions, his/her candidature shall stand cancelled without any further notice.
- viii. The applicants will come to appear in the screening test/Interview only if they are eligible for the post. Their eligibility claim will be verified only after the screening test/interview.
- ix. No TA/DA shall be paid to the applicants for appearing in the screening test/Interview and for checking of documents.
- x. **HELPLINE:-** For any help/assistance regarding the filling of application form, the applicant can call at Helpline numbers 0172-6662440 or 0172-6662156 from 9.30 A.M to 5.00 P.M on all working days.
- xi. The result and other important information regarding recruitment process will be displayed on the website of Chandigarh Judicial Academy (i.e. www.cja.gov.in).

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Director (Administration)
Chandigarh Judicial Academy