



# DISTRICT LEGAL SERVICES AUTHORITY, EAST KHASI HILLS DISTRICT, SHILLONG.

Email Id – [dlsa.ekh-meg@gov.in](mailto:dlsa.ekh-meg@gov.in)

No.DSJ.IV/DLSA.DEO/2018/58

Dated Shillong \_\_\_ June, 2024

## ADVERTISEMENT

Applications in standard form are invited from interested applicants who are citizens of India for a "Walk-in-Interview" on the 05<sup>th</sup> July 2024 at 11 AM in the Office of the District Legal Services Authority, East Khasi Hills District for the post of Data Entry Operator (DEO) in the establishment of the District Legal Services Authority, East Khasi Hills District, Shillong. The post is purely contractual in nature subject to termination of service with one month's notice of termination.

Name of Post	:	Data Entry Operator (DEO).
Number of Post	:	1 (One)
Age	:	Age as per existing Government Rules.
Fixed Pay	:	Rs 10,600/- (Rupees Ten Thousand Six Hundred) only per month.
Educational qualification	:	Bachelor Degree from any recognized University with Diploma in Computer Application from a registered institute having working knowledge in Computer Software like Ms Office, Ms Excel, etc.

### General Information & Instructions:-

1. Registration of candidates will be on 05<sup>th</sup> July 2024 from 10AM to 11AM failing which their application will not be entertained.
2. Candidates should bring their original documents such as degree certificate, birth certificate, Schedule Tribe/Caste Certificate, SSLC certificates and marksheets, HSSLC certificates and marksheets, Graduation certificates and marksheets, address proof, experience certificate, etc for verification during the time of the interview.
3. Incomplete application shall be summarily rejected.
4. Persons already in employment should bring "No objection certificate" from their current employer.
5. At the time of Walk in Interview, the candidates shall have to produce all the Original Certificates, failing with which they shall be debarred from attending the same.
6. Candidates should compulsorily furnish their email id for purpose of communication.
7. Canvassing in any form shall lead to disqualification.
8. No. TA/DA shall be paid to the applicants appearing for the interview.
9. The decision of the District Legal Services Authority, East Khasi Hills District as to the result of the walk in interview shall be final.
10. The undersigned reserves the right to reject any applications without assigning any reasons thereof.


District & Sessions Judge cum Chairperson,  
District Legal Services Authority  
East Khasi Hills District, Shillong

Dated Shillong 28<sup>th</sup> June, 2024.

Memo No.DSJ.IV/DLSA.DEO/2018/58A

### Copy to :

1. The Member Secretary, Meghalaya State Legal Services Authority, Shillong for kind information and request to upload the same in the official website.
2. The System Officer, office of District and Sessions Judge, Shillong for information and to upload the same in the official website.
3. Office Notice Board.
4. Office Copy.

  
District & Sessions Judge cum Chairperson,  
District Legal Services Authority  
East Khasi Hills District, Shillong.