

## HIGH COURT OF DELHI : NEW DELHI

### VACANCY NOTICE

Online applications are invited from the Indian Nationals (Citizens of India as defined in the Constitution of India or under any law made by the Parliament to regulate the rights for citizenship) for filling up the **60 vacancies (General – 32, SC- 8, ST- 4 and OBC- 16)** for appointment to the post of **Junior Judicial Assistant (Technical)** in the pay band of **₹ 5200 - 20200 + ₹ 2800 GP** plus usual allowances as are sanctioned from time to time.

**Commencement of online applications: 23.07.2015.**

**Closure of online applications: 06.08.2015.**

**Last date of receipt of print out of application in Delhi High Court: 17.08.2015.**

**The link for online applications will be available on the website of Delhi High Court from 23.07.2015 (10.00 a.m.) to 06.08.2015 (5.00 p.m.).**

**Essential Qualification:-** BCA/B.Sc in Computer Science from a recognized university with minimum 50% marks in aggregate.

**Note :- Persons having other equivalent and higher qualification(s) can also apply.**

**Age :-** Age should not be below 18 years and over 27 years as on 01.01.2015. The upper age limit for members of Scheduled Castes/ Scheduled Tribes shall be 32 years and for Other Backward Classes 30 years. The upper age limit for persons with disability shall be relaxable by 10 years (13 years for OBC & 15 years for SC/ST) in accordance with the instructions and circulars issued from time to time by Government of India in this regard. **For Ex-servicemen**, there will be a relaxation of 3 years for General candidates, 6 years for OBC and 8 years for SC/ST after deduction of the military service rendered from the actual age as on **01.01.2015 subject to maximum age of 50 years**. There shall be no upper age limit for persons serving in this Court or the Courts subordinate to this court on regular basis. The relaxation in upper age limit shall not be applicable to the candidates who are working in other Govt. Departments/ Public Sector Undertakings etc.

Hon'ble the Chief Justice of this Court, in exercise of the powers conferred, has been pleased to relax the educational qualification and age for the post of Junior Judicial Assistant (Technical) for the existing Data Entry Operators, presently working in this Court purely on contract basis, as one time measure and to allow the said Data Entry Operators satisfying the following conditions/ qualifications to apply for these posts of Junior Judicial Assistant (Technical) alongwith external candidates :-

- They should have worked on contract basis in this Court for two years or more as on the date of advertisement;
- They should be Graduates with at least 50 % marks in the aggregate;
- They should possess qualification of DOEACC 'O' Level or higher;
- They should be within the age limit as on the date of their initial appointment on contract basis.

**Reservation :-** Consistent with the maintenance of efficiency of administration and subject to availability and orders passed by Hon'ble the Chief Justice, candidates belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes, Persons with Disability (categories of one leg, both legs, low vision and Hearing Handicapped) and Ex-servicemen shall be given reservation in accordance with instructions and circulars issued from time to time by the Government of India, on the subject. Only such persons would be eligible for 3% reservation under the quota reserved for persons with disability, who suffer from not less than 40 % of relevant disability.

**Mode of Selection :-** Selection shall be made on the basis of OMR based Written examination followed by interview as detailed under :-

#### **A. Written Examination - 85 % weightage**

- General Intelligence
- General Awareness
- Quantitative Aptitude
- English
- Computer Science

#### **B. Interview - 15 % weightage**

**Examination Fee:-** ₹. 300 (Rupees Three Hundred Only) (non-refundable in any case) shall be payable by male General/OBC candidates through Demand Draft/ Pay Order/ Indian Postal Order drawn in favour of "Registrar General, Delhi High Court", payable at New Delhi. **No fee is payable by the SC/ST/Persons with disability/ Ex-servicemen and Women Candidates.** Fee once paid

shall not be refunded. Therefore, the candidates who are required to pay exam fee should ensure that they are eligible for the post and print out of their applications must reach before the last date fixed.

**How to Apply:-** Applications shall be accepted through online only. Willing eligible candidates may apply online on the official website of this Court i.e. "<http://delhihighcourt.nic.in>" under the link **Public Notice - Job openings**. Before filling on line application form the candidates who are required to pay examination fee should keep with them ready Demand Draft/ Pay Order/ Indian Postal Order as particulars thereof are required to be filled in the online application form. Since the applicants are also required to upload their photograph and signature in the online application form, they should also keep ready with them their scanned coloured photograph of Image size- '125 (width) x 140 (Height) pixels', file size : Max. 50kb, and scanned signature in black ink of Image size - '125 (width) x 50 (Height) pixels', file size: Max. 30kb. Thereafter, the candidates are required to submit printout of their application filled online duly signed at appropriate place along with Demand Draft/ Pay Order/ Indian Postal Order towards examination fee, where applicable, to the "**Deputy Registrar (Establishment), Room No. 202, 2<sup>nd</sup> Floor, Administrative Block, Delhi High Court, New Delhi-110503**" on or before the last date fixed by hand/speed post. The envelope containing the printout of the application be superimposed with words in capital bold letters "**APPLICATION FOR THE POST OF JUNIOR JUDICIAL ASSISTANT (TECHNICAL) EXAMINATION-2015**".

For the present, candidates are not required to furnish any supporting document(s) in respect of age and educational qualifications etc. alongwith the print out of their application. However, detailed scrutiny of the candidature/ eligibility of the candidates shall be done after declaration of result of the written test only in respect of those who are declared successful. However, the candidates already in government service will apply through proper channel and send printout of their application alongwith prescribed certificate as per Annexure-'X' issued from their Head of Department, and they must also ensure that print out of online filled application form alongwith Demand Draft/ Pay Order/ Indian Postal Order towards fee and certificate from Head of Department is received in this Court on or before the last date fixed for the receipt of print out of application form.

The candidature shall be accepted provisionally at all stages. The candidates applying for the examination should ensure that they fulfill all the eligibility conditions for admission to the examination. Their admission to the examination shall be at their own risk and responsibility as to eligibility, and their candidature shall be purely provisional at all stages and shall be subject to their satisfying the prescribed eligibility conditions. If on verification at any stage before or after the interview, it is found that any candidate does not fulfill any of the eligibility conditions, or the information furnished by the candidate is found incorrect, his/ her candidature for the examination shall stand cancelled without any notice or further reference. While applying for the post, the applicants should also bear in mind that the selected candidates may have to work even at odd hours and on holidays, if so required.

The candidates declared successful in the written examination will only be required to forward attested copies of their following certificates/testimonials to this Court within 10 working days of the declaration of the result, clearly indicating his/ her Name alongwith Roll No.:-

- (i) Proof of age  
(Date of birth certificate/ certificate of Matriculation or other equivalent).
- (ii) BCA/ BSc. (Computer Science) degree or other equivalent and higher qualification.
- (iii) Certificate(s) and degree(s) of all courses passed or attended commencing from Matriculation Examination onwards.
- (iv) Caste certificate (SC/ST/OBC).
- (v) Certificate of disability/*Ex-servicemen* issued by the Competent authority.

No TA/DA shall be payable to the candidates for appearing in the written test and interview.

The dates of Written Test and interview and details of admit card/call letter shall be notified on the website of this Court i.e. "<http://delhihighcourt.nic.in/>". The admit card/call letter for the same will be issued only to candidates found eligible on cursory scrutiny based on the information furnished in the online application form. This Court will not be responsible for postal delay in delivery of admit Card/ call letter, if any. In case of any difficulty in filling the online application, the candidates may contact at telephone number 011-43010101 Extn. 4563 (for technical assistance only on working days from 10 a.m. to 5 p.m.).

sd/-  
(VINOD GOEL)  
REGISTRAR GENERAL

CERTIFICATE TO BE SUBMITTED BY THE CANDIDATES ALREADY IN GOVERNMENT SERVICE

Certificate by the Head of the office

1. Certified that Shri/Smt./Km. \_\_\_\_\_ holds a temporary/ permanent post of \_\_\_\_\_ under the Central/ State Government in the Office/ Department of \_\_\_\_\_. He / She, so far as known to me, bears a good moral character and that I am not aware of any circumstances that would render him/ her unsuitable for employment under the Government.
2. It is further certified that no vigilance/ disciplinary proceedings are either pending or contemplated against Shri/Smt./Km. \_\_\_\_\_.
3. Further certified that he/ she submitted his/ her application to his/ her Department/ office on \_\_\_\_\_ for onward transmission to the Delhi High Court.

(Signature of the Officer)

Name : \_\_\_\_\_

Designation: \_\_\_\_\_

Office Seal : \_\_\_\_\_

Date : \_\_\_\_\_

Place : \_\_\_\_\_

\* Strike out whichever is not applicable.