

**HIGH COURT OF DELHI : NEW DELHI**

No. 480/Estt./E-2/DHC

Date: 27.11.2012

**NOTICE**

An examination for filling up 9 vacancies of Admn. Officer(Judicial)/ Court Master against 75% test quota on the basis of Written Test and Interview, will be held on **Tuesday, the 1<sup>st</sup> January, 2013.**

The qualification and eligibility conditions for appearing in the aforesaid examination as given in Item 4 and 5 of Schedule II to the Delhi High Court Establishment (Appointment and Conditions of Service) Rules, 1972, are as under :-

S. No.	Category of Post	Minimum qualification prescribed for appointment to the post
4.	Admn. Officer (Judl.) (Promotion/ Selection Post)	b(i) For members of establishment of this Court:- Graduate with 5 years service (Law Graduate to be preferred) or non-graduate with 8 years service in any of the posts of categories 8(B) (SAS Accountant), 9(Senior Judicial Assistant), 10(Senior Judicial Translator), 11(Reader), 13(Senior Personal Assistant) and 16(Court Officer) of Class III mentioned in Schedule-I
5.	Court Master (Promotion/ Selection Post)	b(i) For members of establishment of this Court:- Graduate with 5 years service (Law Graduate to be preferred) or non-graduate with 8 years service in any of the posts of categories 8(B) (SAS Accountant), 9(Senior Judicial Assistant), 10(Senior Judicial Translator), 11(Reader), 13(Senior Personal Assistant) and 16(Court Officer) of Class III mentioned in Schedule-I b(ii) For members of the establishment of Courts subordinate to this Court: Graduate with 5 years service (Law Graduate to be preferred) in a post carrying the pay scale of Rs. 6500-10500 (pre-revised).

The candidates who fulfil the requisite qualification and desire to appear in the test may submit their applications giving full particulars of their service and educational qualifications so as to reach the Establishment Branch, Delhi High Court on or before **10.12.2012.**

The following syllabus has been prescribed for the posts of Administrative Officer (Judicial)/ Court Master:-

**“Written Paper-I**

**100 Marks**

**Time three hours**

- (i) High Court Rules and Orders Vol. V.
- (ii) Delhi High Court (Original Side) Rules, 1967.

**Written Paper-II**

**100 Marks**

**Time three hours**

- (i) Indian Limitation Act, 1963 (Sections only)
- (ii) Court Fees Act, 1870 (Sections only)
- (iii) Civil Procedure Code:- Part-VII (Appeals) and Part-VIII (Reference, Review and Revision)  
Order 5,22,32,41 and 44.
- (iv) Criminal Procedure Code: Sections 28 to 31 and 372 to 405.

**INTERVIEW**

**50 Marks**

In the interview a practical oral test will be given in (i) reading hand-written English, Hindi and Urdu documents and (ii) familiarity with records of the High Court, Lower Courts, Law Reports and Law Books.

Candidates, who obtain 50 per cent marks in each of the written papers will be called for interview and only those candidates will be considered qualified for appointment as Administrative Officer(Judicial)/ Court Master, who secure 50 per cent marks in aggregate of the marks prescribed for written test and interview.

By Order

Sd/-

**(D.S. BHANDARI)**

**O.S.D. (Estt.)**

Endst. No. 57477-82/Estt./E2/DHC

Date: 27.11.2012

Copy to :-

1. The District Judge-I & Sessions Judge, Delhi with the request that this may be circulated amongst the eligible officials of the District Courts for the post of Court Masters only and forward the applications of only eligible candidates, duly verified, to this Court.
2. The Under Secretary, National Legal Services Authority, 12/11, Jamnagar House, Shahjahan Road, New Delhi with the request to intimate Shri Des Raj Singh Thakur and Shri Vineet Kumar Garg, Senior Judicial Assistants of this Court presently working in the Authority on deputation basis.
3. All Registrars/Registrar-cum-Secretary to Hon'ble the Chief Justice, Delhi High Court.
4. All Joint Registrars/Deputy Registrars/Assistant Registrars/Deputy Controller of Accounts/Admn. Officer (Judl.)/Court Masters/Private Secretaries with the request that the officials working under them as also those, who are on leave, may be informed about this notice.
5. Be displayed on the Notice Board.
6. Guard file.



**Deputy Registrar (Estt.)**