

## **HIGH COURT OF JHARKHAND , RANCHI**

### **Advertisement No. 02/Admn. Misc., 2013**

Application are invited from the eligible candidates to fill up the existing vacancies, the vacancies as may occur in future on temporary basis of the following posts-

1. Assistant in Civil Court's- Pay scale Rs. 5200-20200 with grade pay Rs. 2400/- (plus other usual allowances as per rule).
2. Clerk's in C.B.I. Court's- Pay scale Rs. 5200-20200 with grade pay Rs. 1900/- (plus other usual allowances as per rule).
3. Clerk's in Family Court's- Pay scale Rs. 5200-20200 with grade pay Rs. 1900/- (plus other usual allowances as per rule).
4. Clerk's in Gram Nayayalayas- Pay scale Rs. 5200-20200 with grade pay Rs. 1900/- (plus other usual allowances as per rule).

Candidates can submit either online application by 03.01.14 through the official website of the High Court of Jharkhand, Ranchi i.e. [www.jharkhandhighcourt.nic.in](http://www.jharkhandhighcourt.nic.in) and has to pay the examination fee online. The candidates not opting to apply online, may submit their application in the prescribed format give below, addressed to the Registrar General, Jharkhand High Court, Ranchi by Registered Post / Speed Post only. The last date of receipt of application is 03.01.14.

The advertisement is also available on the official website of High Court of Jharkhand, Ranchi i.e. [www.jharkhandhighcourt.nic.in](http://www.jharkhandhighcourt.nic.in).

### **Eligibility Criteria**

1. Candidates must be Graduate from the recognized University.
2. Candidates must be well acquainted with the computer application and typing on computers at the speed of 15 words/minute.
3. The candidates should possess sound health, good moral character and should not be involved in, or related to any criminal case involving moral turpitude.
4. As on 01.01.14, the candidates must be above 18 years but not more than 35 years of age in case of General category, 37 years in case of E.B.C./M.B.C. (Schedule-I) and B.C. (Schedule-II) category, 38 years for female (General, E.B.C./ B.C.-I and B.C.-II) and 40 years in case of S.C., S.T. and P.H. category.
5. The reservation policy of the State Government will apply and the benefit of the same shall be given to the candidate belonging to the State of Jharkhand only. The candidates of the other state in the Reserved category shall be treated as General category candidate.
6. Candidates must send only one application in an envelope.
7. No advance copy would be accepted.
8. Applications must be sent through registered post/ speed post only. Candidates submitting online application must send a copy of application duly signed by him to the Registrar General.

9. Fee for the examination will be Rs. 500/- for General, O.B.C. and other category and Rs. 125/- for only S.C. and S.T. Category candidates to be paid in shape of Banker's Cheque / Bank Draft/ Postal orders. In favour of "Registrar General, High Court of Jharkhand, payable at Ranchi"

**Enclosures (Candidates are required to enclose)**

1. Attested photocopy of the Matriculation Certificate in proof of date of Birth.
2. Attested photocopy of Provisional/Original Certificate of Graduation.
3. Attested photocopy of Caste Certificate issued by the District Magistrate/Deputy Commissioner or by competent authority verified and counter signed by the District Magistrate/ Deputy Commissioner (in case of reserved category only) duly attested by a gazetted officer.
4. Photo copy of the Domicile certificate issued by the competent authority in case of claiming reservation, duly attested by a gazetted officer.
5. Photocopy of the Handicapped certificate issued by the competent authority in case of handicapped candidate, duly attested by a Gazetted Officer.
6. Three recent passport size photographs (including one duly attested by Gazetted Officer), should be affixed in the application form.
7. Application fee would be in shape of Banker's cheque/ Bank Draft/ Postal Order only.
8. One self addressed unstamped envelope of 10 by 4.5 c.m.

**Important**

1. Application should be filled up in ENGLISH only in the proforma.
2. Candidates are required to indicate name of three Districts in order of preference where they would desire to be posted in the event of selection in the Civil Court's/C.B.I. Courts/Family Courts/Gram Nayayalaya. However, in this regard, the decision of the Court would be final.
3. In the select list those who figure higher in merit list to be appointed against the existing vacancy for Assistants in Civil Court's thereafter they will be appointed for the posts of Assistant in C.B.I. Courts/Family Courts/Gram Nayayalaya.
4. The merit list of the candidates for the propose of appointment shall be prepared on the basis of a written test to be followed by viva-voce test. Only the candidates getting the qualifying marks shall be called for test of knowledge of working on computer (where they have to type a passage consisting of 105 words in seven minutes in a Desktop Computer and burn the same in a C.D. within next ten minutes) and viva-voce test.
5. The appointment will be made strictly from the panel of successful candidates prepared on the basis of Merit and the preference of the place given by the candidates shall not be binding for the High Court even though it might be taken into consideration.
6. In case of candidates gets similar marks, the first preference would be given to those who possesses the L.L.B. degree, then DCA or equivalent or higher degree in computer would be given preference and lastly higher in age would be given preference.

7. The decision of the Selection Committee/High Court for recruitment of all the post shall be final and binding on all concerned and no communication shall be entertained.
8. Incomplete applications not conforming to the aforesaid prescribed requirements shall be rejected and no further communication will be entertained in this regard.
9. The information regarding schedule of the examination and venue will be announced later on.
10. The Admit Cards indicating the date of examination and venue shall be forwarded to the candidates individually by post.
11. Canvassing in any form shall result in rejection of the candidature.
12. In case, the appointment is obtained on the basis of any false or incorrect information, the appointment shall be liable to termination/ revocation/cancellation. That may also entail prosecution of the candidate under criminal/penal laws.
13. On the envelope containing the application form the words “Application for the post of Assistant in Civil Court’s and other Court’s” must be inscribed.

Date:

By order  
Registrar General