

**HIGH COURT OF DELHI : NEW DELHI**  
**VACANCY NOTICE**

Online applications are invited from 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 40 existing vacant posts (Genl.:16 , OBC:14, SC:03, ST: 07 ) of **Junior Judicial Assistants/ Restorers** in the Pay band of ₹5200-20200+ Grade pay of ₹2800 plus usual allowances as are sanctioned from time to time and also for preparing a panel for filling up future vacancies.

**Commencement of online applications: 12.08.2015.**

**Closure of online applications: 26.08.2015.**

**Last date for receipt of print out of application in Delhi High Court: 07.09.2015 (upto 5.00 p.m).**

**The link for online applications will be available on the website of Delhi High Court from 12.08.2015 (10.00 a.m.) to 26.08.2015 (5.00 p.m.).**

**ESSENTIAL QUALIFICATION:** Graduate from a recognized University and having minimum speed of 40 words per minute in English Typing on Computer.

**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 relaxation for persons with disability shall be relaxable by 10 years (13 years for OBC & 15 years for SC/ST). **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. The relaxation in upper age limit shall not be applicable to the candidates who are working in other Govt. Departments/Public Sector Undertakings etc. In order to qualify for the concessions, Ex-Servicemen candidates concerned should forward with print out of their applications attested copies of certificates that they have been relieved from the Defence Forces. The certificate in the prescribed proforma should be signed by the appropriate authorities specified as under:-

For Ex-Servicemen, in case of Commissioned Officers including ECOs/SSCOs : Army :- Directorate of Personnel Service, Army, H.Qrs. New Delhi, Navy :- Directorate of Personnel Services, Naval H.Qurs, New Delhi and Air Force :- Directorate of Personnel Services, Air H.Qrs. New Delhi. In case of JCOs/Ors and equivalent of the Navy and Air Forces : Army : By Various Regimental Record Offices, Navy :- Naval Records, Bombay and Air Force :- Air Force Records, New Delhi.

**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 disabled with One Arm Affected (OA), Both Legs Affected (BL), One Leg Affected (OL), One arm and one leg Affected (OAL), Blind (B), Low Vision (LV) & Hearing Handicapped (HH)] 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 Appointment:** Eligible candidates will be required to appear in a written test of two hours based on Multiple Choice Question pattern in English consisting of (I) Language Comprehension (II) General Awareness (III) General Mathematics & (IV) Reasoning Ability. Those candidates who qualify in the written test shall be required to appear in comprehension/essay writing test and those who qualify the same shall be called for type test in English on Computer, and candidate who qualify type test will be called for interview. Candidates with knowledge of operating Computer would be given weightage. Final merit of successful candidates will be prepared on the basis of aggregate of their performance in all examinations viz. objective type, comprehension/ essay writing test, computer type test & interview.

**Examination Fee:** A fee of ₹300/- (Rupees Three Hundred only) shall be payable by Male General and 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 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 along with the requisite fee must reach before the last date fixed.

**Note:- The candidates must mention their name, registration Id. number and mobile number on the back side of the Demand Draft/Pay Order/Indian Postal Order.**

**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 online 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 ASSISTANTS/RESTORERS 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. Their eligibility at the stage of written examination shall be purely provisional. 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 should forward printout of their application along with prescribed certificate as per **Annexure-'X'** issued from their Head of Department and they must also ensure that printout of online filled application form along with Demand Draft/ Pay Order/ Indian Postal Order of fee and certificate from Head of Department is received in this Court 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 applicant 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 and type test 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) Degree/certificates towards essential educational qualification.
- (iii) Certificates(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 tests and interview.

The dates of Written Examination, Comprehension/ Essay Writing Test, Typing test and interview 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.).

Date: 11.08.2015

Sd/-  
(VINOD GOEL)  
REGISTRAR GENERAL

ANNEXURE- 'X'

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 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.