

# HIGH COURT OF JAMMU AND KASHMIR

(Office of the Registrar General at Jammu)

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Advertisement Notice No.09/2019

Dated: - 26 -12-2019

**Subject: - Advertisement for posts in different categories (Non-Gazetted) in the High Court of Jammu and Kashmir.**

- a) Total Number of posts Advertised = 33  
b) Last date for submission of applications = 31.01.2020  
Applications are invited from the eligible candidates for participating in the selection process for the posts shown against Item Code No's mentioned in the **Annexure "A"** to this notification who:

1. Are having age as on 01.01.2019
  - (i) Not below 18 years; and
  - (ii) Not above: -
    - (a) 40 years in case of Open Merit.
    - (b) 43 years in case of SC/ST/RBA/ALC/OSC candidates.
    - (c) 42 years in case of physically challenged candidates.
    - (d) 48 years in case of Ex-Servicemen.
    - (e) 40 years in case of candidates in Government Service/Contractual employees;
2. Are in possession of the prescribed academic/professional/technical qualifications and fulfill all other eligibility conditions wherever required as shown against each post/item in the Annexure-A by or before the last date of submission of application forms i.e. 31.01.2020.
3. Have deposited a fees of Rs.350/- in the shape of Bank Draft in the name of Registrar General, High Court Jammu and Kashmir at Jammu.

**Note:**

- a. The candidates who are eligible for applying for more than one post are required to apply separately for each post.
- b. The number of vacancies may increase or decrease, depending on their availability at the time of selection.
- c. The selection shall be made as per J&K Reservation Rules 2005.
- d. The candidates shall have to appear in shorthand and computer typing test on the date(s) notified separately through Print/Electronic Media and no separate call letters will be mailed to the candidates.
- e. No TA/DA shall be paid to the candidates for test/interview.
- f. Qualification acquired after the last date of submission of application shall not be taken into consideration.
- g. The application forms shall be received by the concerned Principal District Judges of Union Territory of J&K and Union Territory of Ladakh within whose jurisdiction the applicant resides against the proper receipts duly stamped.

- h. The applicants who do not belong to UT's of J&K and Ladakh shall submit their application to the Registrar General, J&K High Court, Jammu.
- i. Principal District Judges of Kashmir Province, Principal District Judges of Bhandarwah and Kishtwar Districts and Principal District Judges of Union Territory of Ladakh shall make necessary arrangements for receipt of application forms even during the ensuing winter vacation.
- j. All Principal District Judges of J&K and Union Territory of Ladakh shall submit the application forms alongwith list of candidates to the office of Registrar General, J&K High Court, Jammu by or before 07.02.2020.

**By Order:-**

(Sanjay Dhar)  
Registrar General  
26/12/19

**No. 29943-60/NG**

**Dated: 26.12.2019**

**Copy to :-**

1. Principal Secretary to Hon'ble the Chief Justice, for information of Her Ladyship.
2. Secretary to Hon'ble Mr. Justice Ali Mohammad Magrey.
3. Secretary to Hon'ble Mr. Justice Tashi Rabstan.
4. Secretary to Hon'ble Mr. Justice Sanjeev Kumar.
5. Secretary to Hon'ble Mr. Justice Sanjay Kumar Gupta.  
.....for information of their Lordships.
6. Registrar Vigilance, High Court of J&K, Jammu.
7. Registrar Rules, High Court of J&K, Jammu.
8. Director, State Judicial Academy, Jammu.
9. Registrar Judicial, High Court Wing Jammu/Srinagar.
10. Registrar Computers, High Court Main Wing Jammu.  
.....for information.
11. All Principal District & Sessions Judges for information and necessary action. Further Principal District & Sessions Judges Leh/Kargil are hereby requested to ensure that the advertisement notice is adequately and effectively publicized both at Leh and Kargil of the UT of Ladakh.
12. Director Information, Jammu with the request to publish the above notification in the two daily News Papers i.e. Daily Excelsior (Jammu) Kashmir Times(Jammu), Greater Kashmir(Srinagar) and Daily Srinagar Times and also make it sure that the advertisement is adequately and effectively publicized both at Leh and Kargil of the UT of Ladakh.
13. Director Doordarshan Kendra, Jammu/Srinagar with the request to broadcast the above Notification in News and Employment Bulletin.
14. Director Radio Kashmir, Jammu/ Srinagar Leh/ Kargil with the request to broadcast the above Notification in News and Employment Bulletin.
15. Central Project Coordinator,(e-Courts), High Court of J&K, Jammu for uploading the same on the High Court Website.  
...for information and necessary action.

Registrar General  
26/12/19

**Annexure "A" to the Advertisement Notification No. 09 /2019**

Item Code No.	Post and Grade	No. of Vacancies	Break Up of posts category-wise	Prescribed Qualification	Mode of Recruitment
09/2019/01	Senior Scale Stenographer Level 7 (Rs.44900-142400)	8	OM =05 ST =01 RBA=02	Graduation from any recognized university with Diploma in Stenography recognized by the State Government	By direct recruitment on the basis of English Shorthand and type writing test with minimum per minute speed 80words and 40 words respectively.
09/2019/02	Junior Scale Stenographer Level 6B (Rs.35600-112800)	10	OM =04 ST =02 RBA=04	Graduation from any recognized university with Diploma in Stenography recognized by the State Government.	By direct recruitment on the basis of English Shorthand and type writing test with minimum per minute speed 70 words and 35 words respectively.
09/2019/03	Steno-typist Level 5 (Rs.29200-92300)	4	RBA =02 LAC =01 ST =01	Graduation from any recognized university.	By direct recruitment on the basis of English Shorthand and type writing test with minimum per minute speed 60 words and 30 words respectively.
09/2019/04	Compositor Level 2 (Rs.19900-63200)	1	RBA =01	Graduation from any recognized university with Diploma in Computer recognized by the State Government	By direct recruitment
09/2019/05	Electrician Level 2 (Rs.19900-63200)	1	OM =01	10+2 with Diploma in Electrician Trade from a recognized Institute.	By direct recruitment
09/2019/06	Driver-II (Entry Level) Level-2 (Rs. 19900-63200)	7	OM=05 RBA=02	Middle Pass with Validly issued Driving License.	By direct recruitment.
	Driver LevelSL-1 (Rs. 14800-47100)	2	OM=2	-do-	-do-

**Annexure-B**

**Form of application for appointment to the post of  
Senior Scale Stenographer/Jr. Scale Stenographer/Steno-  
typist/Composer/ Electrician/Driver-II/ Driver in Level SL-1  
in the High Court of Jammu & Kashmir**

Affixed  
PHOTOGRAPH

1. Advertisement Notice No. with date: \_\_\_\_\_
2. Name of the Post: \_\_\_\_\_
3. Item Code No: \_\_\_\_\_
4. Name of the Candidate: \_\_\_\_\_  
(In Block Letters)
5. Father's Name: \_\_\_\_\_
6. Permanent Postal address: Village \_\_\_\_\_  
Tehsil \_\_\_\_\_  
District \_\_\_\_\_  
Pin Code \_\_\_\_\_
7. Present Postal Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Cell Phone No. (if any): \_\_\_\_\_
7. Date of birth: \_\_\_\_\_
8. Reserved Category (if any): \_\_\_\_\_  
To which the candidate belongs
9. Details of Academic Qualification from Matriculation onwards.

S.No.	Examination	Board/University	Year of passing	% age of Marks

10. Details of Documents attached:  
*(Note: - Copies of self-attested testimonials in support of date of birth, academic and technical qualification be attached)*  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. Bank Draft No. \_\_\_\_\_ Dated: \_\_\_\_\_

**Declaration:**

I hereby declare that the entries in this application are true and correct to the best of my knowledge and belief. I understand that any deliberate misrepresentation of facts and / or concealment of information shall result in the cancellation of any candidature.

Date:

Place:

**Signature of the Candidate.**