

High Court at Calcutta, Original Side
Advertisement Reference – HCOS/AR/2012

N O T I C E

Applications are invited from Indian Citizens for filling up of 2 (two) vacancies in the post of Assistant Registrar (from legal profession) on the Original Side of this Hon'ble Court against respective permanent vacancies.

The particulars of qualifications and other eligibility criteria are given below for the said post.

Assistant Registrar (from legal profession):

The appointment will be made at the first instance purely on temporary basis in the Pay Band (Rs.15,600-42,000) with Grade Pay Rs.5,400/- and minimum entry pay Rs.22,330/- + Special Allowance of Rs.200/- per month with other usual allowances admissible under the Rules and terminable at any time on one month's notice on either side.

The candidate must be a Law Graduate and a Practising Advocate having knowledge of the vernacular of the State of West Bengal and should be well versed in Law including the High Court Original Side Rules, Procedural Laws, English and General Knowledge.

Applications in prescribed format are to be submitted stating Full Name, Father's/Husband's Name, Postal Address, Age, Date of Birth, Educational Qualifications, Date of Enrolment with Bar Council of West Bengal with all the supporting documents and particulars in details about the experience of legal work accompanied by (i) three recent passport size photographs (one to be affixed at the top right corner of the application and other two to be stitched with the application); (ii) two self-addressed (with pin code) envelopes without stamp; (iii) duly attested legible copies of proper documents/testimonials as proof of his/her claim and (iv) Examination fee of Rs.150/- (Rupees one hundred and fifty) only for general candidates and Rs.100/- (Rupees one hundred) only for S.C., S.T., O.B.C. and physically disabled candidates through crossed Indian Postal Order, purchased on a date after publication of this notice and endorsed to **“The Registrar, Original Side, High Court at Calcutta”**, payable at **G.P.O., Kolkata.**

2.

Admit Card inscribing the date, time and venue scheduled for the test will be issued only to those candidates whose application will be found in order. The candidates for the post of Assistant Registrar will be required to appear in separate Written Test (of 150 marks) and viva-voce examination on the above mentioned subjects.

Age of the candidate applying for the above mentioned post should not be more than 32 years of age on the last date of submission of applications, excepting the S.C. and S.T., who will, get relaxation by 5 (five) years, the O.B.C. candidates will, get relaxation by 3 (three) years over the upper age limit as stipulated hereinbefore and should not be more than 45 years of age on the last date of submission of applications for physically disabled candidates.

The application must reach the office of the undersigned before **4.45 p.m. on 15th January, 2013**. The candidates may download the application format from the Calcutta High Court web-site i.e., <http://www.calcuttahighcourt.nic.in>

Sd/-

Registrar,

High Court, Original Side,

The 18th Day of December, 2012.

APPLICATION FORM

HIGH COURT, ORIGINAL SIDE AT CALCUTTA

Candidate should fill the application form in his/her own handwriting on thick foolscap (32cm x 21cm) size white paper. Incomplete application or applications, with any defect or without requisite documents, will be summarily rejected.

For Office Use Only:

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Affix one self attested passport size (3.5 cm X 4.5cm) photo.

To
The Registrar
Original Side, High Court at Calcutta.

1. a. Name of the post applied for :

b. Advertisement No. :

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2. Mode of payment : Rs. /- (Rupees) only in cash.
3. Name of Candidate in full (Capital letters):
4. Father's/ Husband's Name :
5. Date of birth (according to Madhyamik or Equivalent examination Admit/certificate, enclosed attested photocopy): (DD/MM/YYYY)

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6. Age as on 15.01.2013 (YY/MM/DD) :

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7. Sex (Male/Female):

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8. a) Do you belong to S.C., S.T. category (If yes mention) :

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(Enclosed attested photocopy of certificate)

b) Are you a Physically disabled, (If yes, mention)

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(Enclosed attested photocopy of certificate)
9. Are you a Govt. Servant (Yes or No.) (If Yes, state details):

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(Enclose original N.O.C)

10. Present Postal Address in full (Capital Letters) :

11. Permanent Address (Capital Letters):

12. Whether Citizen of India (Yes or No):

13. (a) Qualifications (Name of Last Examination Passed, Name of Board / University, Division or class, Year of passing, Percentage of marks obtained.) (enclosed attested photocopies of certificates) :

Sl. No.	Name of Examinations Passed	Name of Boards/ Universities	Division or class	Years of passing	Percentage of marks obtained

14. Other qualifications (enclosed attested photocopy of certificate) if any :

15. Experience if any :

16. List of documents enclosed:i)

ii)

iii)

iv)

v)

vi)

vii)

DECLARATION

I hereby declare that (a) all statements made in this application are true, complete and correct to the best of my knowledge and belief and in the event of any information being found false my candidature is liable to be cancelled.

*(b) (only for candidates serving under Govt./Statutory body/Govt. Undertaking) I have informed the Head of my Office/Department in writing that I am applying for this post.

- **Strike out if not applicable.**

Signature of the candidate in full

Date :

Place :