

The High Court at Calcutta

Appellate side

EMPLOYMENT NOTICE

No. 3025-RG

Dated, the 19th day of July, 2017.

Applications are invited from the eligible Indian citizens as special drive for preparation of separate panels for filling up 2 (two) posts of Driver in the High Court at Calcutta, in the scale of Pay of Rs. 5400/- - 25200/- (minimum pay of Rs. 6570/-) with Grade Pay of Rs. 2600/- along with other allowances as admissible under the Rules of this High Court. The appointment will initially be made on purely temporary basis but is likely to be made permanent.

Category	Number of Vacancy
Unreserved (Exempted Category)	01
S.C. (Ex-Servicemen)	01

Essential Qualifications :-

- 1) A pass in Class – VIII,
- 2) Must have up-to-date India Driving Licence (West Bengal),
- 3) Efficiency in driving cars/light motor vehicles of different categories,
- 4) A sound knowledge in Automobile mechanism.

Age :- Not less than 18 years and not more than 40 years on the date of application (upper age limit is relaxable by 5 years in case of S.C. and S.T. candidates only). Candidates belonging to Ex-Serviceman and Exempted Category will get upper age relaxation as per existing Government Rules.

The names of the eligible candidates belonging to Exempted category and Ex-Serviceman category will be called for from the respective authority /authorities.

Candidates of Exempted Category and Ex-serviceman Category may apply directly also.

NB: The SC/ST/OBC candidates of other States shall be treated as General Candidates.

Eligible candidates may submit neatly hand-written or typed applications on plain paper of A-4 size (210 x 297 mm) with attested copies of certificate and testimonials etc. addressed to the Registrar General, High Court, Calcutta – 700 001, giving particulars as under :-

- (1) Full name of the candidate (in capital letters),
- (2) Father's/Husband's Name,
- (3) Name of the post applied for,
- (4) Date of Birth,
- (5) Actual age on the date of application,
- (6) Address (Present and Permanent, along with Pin Code No.) with Telephone No. if any,
- (7) Educational Qualifications,
- (8) Other Qualifications, if any
- (9) Experience, if any
- (10) Up-to-date Driving Licence No. with the date of issue,
- (11) Whether belongs to S.C. / S.T. / O.B.C-A, O.B.C.-B, Meritorius Sports Person, Person with Disabilities
- (12) Nationality and
- (13) Details of depositing applications fees by giving Indian Postal Order No., Date and Amount.

Full Signature of the candidate with date must be given at the bottom of the application.

N.B. : Statements made under Item No. 4, 7, 8, 9, 10 and 11 must be supported by the self attested copies of the proper documents/certificates. The candidates belonging to Ex-Serviceman and Exempted Categories, who will apply directly shall have to submit the self attested copy of the Registration Certificate issued by the respective authorities.

Fees:

Each application must be accompanied by application fees of Rs. 200/- (Rs. 50/- for S.C./S.T. of West Bengal candidates only) by Indian Postal Order, which must be purchased on a date after publication of advertisement, and drawn in favour of the Registrar General, High Court, Calcutta, and payable at G.P.O. at Calcutta.

No fees need be given by the candidates belonging to Exempted and Ex-Serviceman categories whose names will be sponsored by the appropriate authorities.

Each application must be accompanied by :- (1) Two recent and identical passport size photographs duly signed by the candidate on the frontal portion of both the photographs (one to be pasted on the top right hand corner of the application and the other to be stitched/stapled with the application); (2) One self-addressed envelope of the size of 25 cm x 11 cm with postal stamp of Rs. 5/- affixed thereon; (3) Indian Postal Order to be enclosed with the application.

Incomplete applications / unsigned applications / applications submitted without proper application fee, will be summarily rejected. The application fee is not refundable in any case.

Mode of Selection :-

- 1) Candidates shall be required to undergo a Practical Test in Driving (Full marks – 80).
- 2) Eligible Candidates selected (not more than 3 candidates per vacancy, subject to availability) on the basis of the result of the Practical Test shall be required to appear at the Interview (Full marks – 20).
- 3) Final merit list will be prepared taking together the marks obtained by the candidates in Practical Test as well as in the Interview and panel will be recommended consisting of two (2) candidates per vacancy, subject to availability.

Admit cards containing Venue, Date and Time of the Test will be sent to the candidates whose applications will be considered to be in order in all respect, by post. Candidates called for Test shall be required to appear at their own expenses.

Admission to the test/examination will be deemed provisional, subject to verification and determination of the Candidate's eligibility and suitability in all respect. If at any stage of the process, a Candidate is found to be ineligible for admission to the test/s in terms of the Notice, his/her candidature shall be cancelled without making any reference to him/her and without assigning any reason.

Should a candidate remain absent at any stage of the examination, his/her candidature will be cancelled.

In case of any dispute, the decision of The Hon'ble The Chief Justice shall stand final.

Candidates already in service under Govt. / Public Sector Undertakings / High Court, and within the prescribed age-limit, must submit their applications through Proper Channel.

The Court reserves the right to offer appointment to an empanelled candidate, to the posts of Driver on the Appellate Side. Once appointed, the matters regarding service, seniority, promotion etc. in respect of an appointee will be regulated by the Rules of the particular Side or the Circuit Bench where he/she will be appointed.

The application must be submitted in closed envelope, superscribing thereon the post applied for along with the category, to the undersigned within 4:45 P.M. on or before August 02nd, 2017. Applications reaching the office after the last date shall not be considered, even though the same are posted well in advance.

For further announcement all concerned are requested to visit Court's website www.calcuttahighcourt.nic.in.

**Sd/-
Registrar General**