

**OFFICE OF THE REGISTRAR GENERAL, HIGH COURT OF KARNATAKA
HIGH COURT BUILDINGS, BANGALORE 560001.**

**NOTIFICATION NO: HCE 6/2009 DATED 07.11.2014
RECRUITMENT TO THE POST OF ASSISTANT COURT SECRETARY
LAST DATE FOR SUBMISSION OF APPLICATION
THROUGH ONLINE : 25.11.2014**

Applications through online in the prescribed format are invited from applicants who are eligible and qualified as on the last date fixed for submission of applications for recruitment to **85 posts** of Assistant Court Secretary on the establishment of the High Court of Karnataka, Bangalore, through the link on <http://karnatakajudiciary.kar.nic.in>

NOTE: Applicants who have applied earlier for the post of Assistant Court Secretary (Stenographer) in pursuance to the Notification No. HCE 6/2009 dated 21.12.2011 and 27.06.2013 shall submit a fresh application through online but need not pay the fee again and shall furnish the particulars regarding fee paid earlier i.e, IPO No./DD No. in the online application. Further, the age of such applicants will be reckoned as on the date of the earlier Notifications.

2. Method of Recruitment: Selection of candidates will be made in accordance with the High Court of Karnataka Service (Conditions of Service and Recruitment) Rules, 1973, and the High Court of Karnataka Service (Direct Recruitment by Selection) Rules, 1984, **as amended from time to time.**

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3. Minimum Qualification:

- 1)
 - a) SSLC examination conducted by the Karnataka Secondary Board or equivalent.
 - b) Senior Grade Examination in English Shorthand or Proficiency grade examination in English shorthand.
 - c) Senior Grade Examination in Typewriting in English conducted by the Department of Public Instruction of the Karnataka Secondary Education Board or equivalent qualification.
 - d) Must have Knowledge of Computers

OR

Diploma in Commercial Practice/Secretarial Practice in English or any other examination recognized as equivalent examination to them by Universities or Karnataka Secondary Education Examination Board or Technical Board and must have Knowledge of Computers.

Note:- 1. Preference will be given to those candidates who are graduates.

2. Knowledge of operation of computers means possessing a certificate in computer basics issued by an Institute imparting computer education.

4. Scale of Pay: Rs.20000 – 500 – 21000 – 600 – 24600 – 700 – 28800 – 800 – 33600 – 900 – 36300

5. Probation: The applicant if appointed shall be initially on probation for a period of two years or for extended period if necessary.

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6. Classification of vacancies:

78 POSTS FOR RESIDUAL PARENT CADRE (INCLUDING BACKLOG POSTS)

(67 REGULAR POSTS)

Category	Women Candidates	Rural Candidates	Physically Handicapped	Ex-servicemen	Kannada Medium	Displaced by Project	Unreserved	Total
SCHEDULED CASTE	3	2	1	1	-	-	3	10
SCHEDULED TRIBE	-	1	-	1	-	-	-	2
CATEGORY I	1	1	-	-	-	-	1	3
CATEGORY II (A)	2	2	1	1	-	-	3	9
CATEGORY II (B)	1	1	-	-	-	-	1	3
CATEGORY III (A)	1	1	-	-	-	-	1	3
CATEGORY III (B)	1	2	-	-	1	-	-	4
GENERAL MERIT	10	8	1	3	2	2	7	33
TOTAL	19	18	3	6	3	2	16	67

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(11 BACKLOG POSTS OF RESIDUAL PARENT CADRE)

Category	Women Candidates	Rural Candidates	Physically Handicapped	Ex-servicemen	Kannada Medium	Displaced by Project	Unreserved	Total
SCHEDULED CASTE	2	2	-	1	1	1	1	8
SCHEDULED TRIBE	1	1	-	-	-	-	-	2
CATEGORY II A	1	-	-	-	-	-	-	1
TOTAL	4	3	-	1	1	1	1	11

7 POSTS OF LOCAL CADRE (i.e., RESERVATION FOR HYDERABAD KARNATAKA REGION CANDIDATES UNDER ARTICLE 371(J) OF THE CONSTITUTION)

Category	Women Candidates	Rural Candidates	Physically Handicapped	Ex-servicemen	Kannada Medium	Displaced by Project	Unreserved	Total
SCHEDULED CASTE	-	-	-	-	-	-	1	1
SCHEDULED TRIBE	-	-	-	-	-	-	1	1
CATEGORY I	-	-	-	-	-	-	1	1
CATEGORY II A	-	-	-	-	-	-	1	1
GENERAL MERIT	1	1	-	-	-	-	1	3
TOTAL	1	1	-	-	-	-	5	7

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7. Mode of Selection: Selection to the post of Assistant Court Secretaries will be made on the basis of performance in the following Tests:

Sl.No.	Particulars	Maximum Marks	Minimum Marks for passing the test
1.	Shorthand Test	100	60
2	English Essay writing	30	20
3	Translation from Kannada to English	30	20
4	Test of General Knowledge	20	10
5	Viva – voce	20	10
Grand Total		200 Marks	120 Marks

8. Age limit: The minimum age limit is 18 years for all categories and the maximum age limit is as under:-

- (a) 40 years in the case of a person belonging to Scheduled Caste or Scheduled Tribe or Category-I of other Backward Classes.
- (b) 38 years in the case of a person belonging of Category II-A or II-B or Category III-A or III – B of other Backward Classes; and
- (c) 35 years for others.
- (d) Not withstanding anything contained in Rules 6 of the Karnataka Civil Services (General Recruitment) Rules, 1977,
 - i. in case of an applicant who is working or holding a post under the Government of a local authority or a Corporation established by a State Act or Central Act or established by the Government under a State Act or Central Act and owned or controlled by the Government by the number of years during which he is or was holding such post or ten years whichever is less;

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- ii. in case of candidate who is an ex-serviceman - by three years plus the number of years of service rendered by him in the Armed Forces of the Union;
- iii. in case of a candidate who is physically handicapped - by ten years;
- iv. in the case of a candidate who is widow - by ten years;

(e) The minimum and maximum age limit will be as on the **last date of applying online. i.e., 25.11.2014.**

9. Method of Application and fee: The method of Application shall be through **online** on the website <http://www.karnatakajudiciary.kar.nic.in/recruitment.asp> to be applied as per the instructions made available in the Annexure on the website. **Applications sent by any other mode other than online will not be considered.**

(a) The candidates shall pay an Application Fee of Rs.250/- (Rupees Two Hundred Fifty Only) prescribed for the post, by any of the following mode of payment.

(i) **Online Payment:** On submission of online application the candidates shall make the online payment of application fee by SBI online payment gateway to **<https://www.onlinesbi.com/prelogin/icollecthome.htm>** .

Or

(ii) **Challan Form:** On submission of online application the candidates shall download the challan in the printed format and shall remit the prescribed fee in any branch of SBI.

The candidates belonging to Category – I/Scheduled Caste/Scheduled Tribe/Physically Handicapped are exempted from payment of fee.

(b) Fee once paid will not be refunded under any circumstances.

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10. Last date for submission of application:-

To register / submit online application : **25.11.2014 (till 11.59 P.M.)**

For payment of fee through Challan: **27.11.2014**

11. Candidates Claiming Reservations:

- a) Under Category – I / II A / II B / III A / III B shall possess the certificate in the form as prescribed by the Government of Karnataka, and shall be issued by the Competent Authority.
- b) Claiming reservation under Rural / Physically Handicapped / Ex – Servicemen / Kannada Medium / Displaced for projects/Widow candidates shall possess the Certificates issued by Competent Authorities.
- (c) The candidates claiming benefits under Sl. No. 11 (a) and (b) above shall possess the relevant certificates, issued by the Competent Authorities on or before the last date of applying on line.
- (d) Candidates who are in service of Union of India / State Governments and their undertaking, should possess the **“No Objection Certificate”** issued by the concerned Authority at the time of verification of documents/further tests.
- (e) Candidates claiming reservation under Local Cadre i.e., Candidates belonging to Hyderabad Karnataka Region shall possess the relevant certificate issued by the Competent Authority on or before the last day of applying online as prescribed under The Karnataka Public Employment (Reservation in appointment for Hyderabad-Karnataka Region) (Issue of Eligibility Certificates) Rules, 2013.

12. Candidates called for the Document Verification/Shorthand Test shall furnish the necessary documents with regard to Educational Qualification, Caste, Date of Birth, reservations claimed with regard to Rural / Physically Handicapped / Ex – Servicemen / Kannada Medium / Displaced for projects/Widow and reservation claimed for Local Cadre for verification. On verification, **if the information so furnished by the applicant in the application is found to be false, then their candidature is liable for rejection and also they are liable for criminal prosecution for furnishing false information.**

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13. The candidates shall furnish 3 character certificates (one from the Institution and 2 from the respectable persons recently obtained) at the time of document verification
14. Candidates called for Tests/Viva-voce will have to appear for the same at their own cost.
15. Candidates finally selected for the post of Assistant Court Secretaries are liable to be posted to work either at Principal Bench at Bangalore, or at benches at Dharwad and Gulbarga.
16. Any person who attempts to obtain extraneous support by any means for candidature from officials or non-officials shall not be eligible for appointment.

BY ORDER OF THE HON'BLE THE CHIEF JUSTICE,

**Sd/-
(K. NATARAJAN)
REGISTRAR RECRUITMENT.**

High Court of Karnataka
Bangalore.
Date: 07.11.2014