

**HIGH COURT OF CHHATTISGARH, BILASPUR**

**ADVERTISEMENT**

Applications are invited in prescribed proforma for recruitment to the post of **Stenographer (English)** from eligible candidates having qualifications mentioned below.

<b>Pay Band</b> :- <b>Pay Band-2</b> <b>Rs. 9300-34800</b> <b>+ 4300 G.P.</b>	<b>QUALIFICATION: -</b>  1. Must be a Graduate from any recognized University and;  2. Must have passed Shorthand & Typewriting Examination in English from any recognized Board of Shorthand and Typewriting Examination @ 80 words per minute & 30 words per minute, respectively.																	
<b>Total number of Posts :- 25</b> <b>(Including 11 backlog posts)</b> <b>Classification of Posts:-</b>																		
<table border="1"><thead><tr><th>Category</th><th>Total</th><th></th></tr></thead><tbody><tr><td>Unreserved</td><td>09</td><td>Including 02 posts for Women &amp; 01 Post for Physically Disabled persons.</td></tr><tr><td>SC</td><td>04</td><td>Including 01 post for Women.</td></tr><tr><td>ST</td><td>08</td><td>Including 02 posts for Women.</td></tr><tr><td>OBC</td><td>04</td><td>Including 01 post for Women.</td></tr><tr><td><b>Total</b></td><td><b>25</b></td><td></td></tr></tbody></table>	Category	Total		Unreserved	09	Including 02 posts for Women & 01 Post for Physically Disabled persons.	SC	04	Including 01 post for Women.	ST	08	Including 02 posts for Women.	OBC	04	Including 01 post for Women.	<b>Total</b>	<b>25</b>	
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**Note:-1.** The number of posts may increase or decrease and number of reserved posts may vary consequently subject to the decision of Hon'ble High Court of C.G. in Writ Petitions (C) No. 591/2012, 592/2012, 593/2012 & 594/2012.

2. The candidates belonging to OBC should not be in the creamy layer.

**Other Conditions:-**

- (a.) The applicant should be Citizen of India.
- (b.) He/She has attained 21 years and has not completed 30 years as on 01.01.2014. (Upper age limit will be 35 years for bonafide resident of Chhattisgarh only)
- (c.) Age relaxation shall be applicable to the candidates of bonafide resident of Chhattisgarh State belonging to SC/ST/OBC, Women, Physical Disabled and C.G. Govt. servants as per circulars issued by the Govt. of Chhattisgarh in this regard, from time to time, which includes-
  - i) 5 years relaxation in upper age limit will be given to SC/ST & OBC candidates.
  - ii) 10 years relaxation in upper age limit will be given to Women candidates.
  - iii) 10 years relaxation in upper age limit will be given to Physically Disabled candidates but, the maximum age shall not exceed 45 years of age including the upper age limit and the relaxed age.

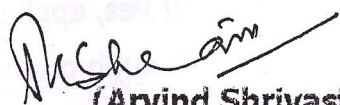
- (d.) Candidates claiming reserved category (SC/ST/OBC) shall submit their permanent Caste Certificate only, otherwise they will be treated under Unreserved Category. The reserved candidates shall submit the attested\* copy of their permanent Caste Certificate along-with the application.
- (e.) Reserved candidates (SC/ST/OBC) are required to submit the caste verification certificate issued by Chhattisgarh High Level Scrutiny Committee/District Level Committee, at the time of their joining or otherwise their appointment shall be cancelled.
- (f.) Candidates claiming reserved category (SC/ST/OBC) of other States including erstwhile State of M.P. will be considered under Unreserved Category.
- (g.) He/She should possess good character and is of sound mind and body and free from any bodily or mental defect which renders him/her unfit for such appointment.
- (h.) He/She has not more than one living spouse.
- (i.) He/She has not been dismissed or removed from service by any High Court, Government or Statutory or Local Authority.
- (j.) He/She has not been convicted of any offence involving moral turpitude or has not been permanently debarred or disqualified by any High Court/Union/State Public Service Commission or any Services Selection Board or Staff Selection Commission.
- (k.) He/she must possess the requisite qualification desired for the said advertised posts on or before the last date of receipt of application.
- (l.) The application in prescribed proforma (Typed in fullsize paper) must reach the Registrar General, High Court of Chhattisgarh, Bodri, Bilaspur (C.G.) by Registered Post/ Speed Post/ Other Courier/Humdash along with attested\* copies of testimonials/certificates (duly attested by Gazetted Officer) regarding age, Caste, qualification [*in case of English Shorthand & English Typewriting Examination certificate, the speed of same should be specifically mentioned that he/she has passed the English Shorthand @ 80 w.p.m. or above and English Typing @ 30 w.p.m. or above from the said Board of Shorthand & Typewriting Examination. If, in their certificate the speed of typing & shorthand as required under the advertisement has not been mentioned, the candidate has to submit the certificate from the concerned Board/School to the effect that the candidate has passed the English Shorthand @ 80 w.p.m. or above & English Typing Examination @ 30 w.p.m. or above, from the said Board/School. Further, If it is not possible for them to submit such certificate (certificate showing speed of typing and shorthand) along-with the application or it will take time, they must submit an undertaking to the effect that if they found eligible for Skill Test, they will submit the said certificate (certificate showing speed of typing and shorthand or the certificate issued by Board / School mentioning that he/she has passed the Typing & Shorthand examination with the speed of 30 & 80 w.p.m. respectively), on the date of Skill Test that too prior to appearing in Skill test otherwise, their candidature be cancelled. In case of failure*

of submission of certificate/ Certificate of Board/School/Undertaking, as required above, their application/candidature, as the case may be, shall be cancelled and they will not be permitted to appear in Skill Test] and experience (if any), duly attested\* passport size photograph be affixed in prescribed proforma. Application must be accompanied with the self addressed envelope duly Rs. 5/- stamped (size 9 x 4) and also one extra passport size photograph, failing which the application may be summarily rejected and no correspondence will be entertained in this regard. The applications completed in all respect alongwith the enclosures will be accepted upto 5.00 P.M. of **28.02.2013**. Application received thereafter, will not be entertained.

- (m.) The persons already in service must send their application through proper channel in such a manner so that it should reach the undersigned on or before last date of receiving applications.
- (n.) The envelop containing application should be superscribed **"APPLICATION FOR THE POST OF STENOGRAPHER (ENGLISH)"**.
- (o.) The Head of Office reserves the right to reject all or any application without communicating any reason to the applicant. The competent Authority further reserves the right of fixing cut off marks for educational/ professional qualification for deciding candidature during scrutiny of the application forms or at any stage of the recruitment examination process.
- (p.) The candidates whose applications are found suitable will be called for Skill Test and or Interview. The information of the same will be sent to them in the postal envelopes enclosed by them with the applications. List of eligible and non eligible candidates will be displayed separately in the notice board of this Registry at the earliest. After completion of scrutiny of applications, the list of eligible and non eligible candidates will also be uploaded in the website of High Court <http://www.cghighcourt.nic.in> prior to Skill Test.
- (q.) The candidates, who fail to receive the Call Letters for appearing in test till the date of examination, shall appear on the date of examination personally along-with the proof of submission of application prior to 2 hours of the time of exams. After verification if their candidature is found correct, they may be permitted for appearing in Skill Test/Interview.
- (r.) There shall be a Skill Test. If required it may follow with Interview.
- (s.) No TA/DA should be admissible to any candidate for appearing in any of the tests/ interview.
- (t.) The selected candidates shall be kept in probation for a period of two years. If above mentioned conditions are acceptable then only the candidate should apply for the post.

\* Attested - By a Gazetted Officer.

For further details visit our website at : <http://www.cghighcourt.nic.in>

  
(Arvind Shrivastava)  
Registrar General