

**THE GAUHATI HIGH COURT AT GUWAHATI**  
**(HIGH COURT OF ASSAM, NAGALAND, MIZORAM AND ARUNACHAL PRADESH)**

**NOTICE**

NO. HC.V-112/2015/640/ESH.

Dated Guwahati 31<sup>st</sup> July, 2023

Options are invited from the intending regular Grade IV staff of this Registry for filling up of the following posts in the Principal Seat of the Gauhati High Court.

Willing candidates are directed to submit their options mentioning their qualification, date of birth, date of initial appointment in the Registry etc. on or before 16.08.2023 (Wednesday) to the Establishment Section.

Sl. No.	Name of the post	Number of vacancies
1.	Record Assistant	3 (three) (anticipated)
2.	Fax Operator	2 (two) (clear)
3.	Photocopier Operator	1 (one) (clear)
4.	Court Keeper	2 (two) (anticipated)
5.	Usher	4 (four) (1 clear, 3 anticipated). The vacancies may increase to 5 at the time of the final selection.

Candidates are further directed to submit separate applications for each post.

By Order

Sd/-

**REGISTRAR (ESTT.)**

**Memo No. HC.V- 112/2015/640A/Estt..**

Dated 31 .07.2023

**Copy for information and necessary action to:**

1. The Registrar (Vig./Judl./Admn.), Gauhati High Court, Guwahati.
2. The Registrar-cum-Principal Secretary to Hon'ble the Chief Justice, Gauhati High Court, Guwahati.
3. The Secretary, Gauhati High Court Legal Services Authority, Guwahati.
4. The Joint Registrar, ....., Gauhati High Court, Guwahati.
5. The Deputy Registrar, ....., Gauhati High Court, Guwahati.
6. The Assistant Registrar, ....., Gauhati High Court, Guwahati.
7. The Secretary to the Hon'ble Chief Justice, Gauhati High Court, Guwahati.
8. The Special Officer, Translation Wing, Gauhati High Court, Guwahati.
9. The Librarian-cum-Research Officer, Gauhati High Court, Guwahati.
10. The Project Manager, Gauhati High Court, Guwahati with a request to upload it in the official website.
11. The Court Manager, Gauhati High Court, Guwahati.
12. The Private Secretary to Hon'ble Mr/Mrs. Justice.....Gauhati High Court, Guwahati.
13. The AOJ,....., Gauhati High Court, Guwahati with a direction to inform the Grade-IV staff of the Section.
14. The Court Officer I & Court Officer II, Gauhati High Court, Guwahati with a direction to circulate the notice amongst the Grade IV staff of this Registry including those who are working in the Bungalows of Hon'ble Judges/Residences of Officers/Judges' Guest House.
15. The Sr. Systems Officer, e-Court Division, Gauhati High Court, Guwahati.
16. The Caretakers, Judges Guest House, Gauhati High Court, Guwahati.
17. CA to the Registrar General/Registrar (Vig.)/(Judl.)/(Admn.), Gauhati High Court, Guwahati.
18. The Gauhati High Court notice board (old/new).
19. The Order file.

  
**REGISTRAR (ESTT.)**