

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

ADVERTISEMENT

Ref: No. 1/GHC/R.Cell/2012

Dated Guwahati the 5th October, 2012

1. Applications in prescribed format given with this advertisement are invited from citizens of India as defined in Articles 5 & 6 of the Constitution of India, for engagement of 4(four) **contingent workers** for work of typing and data entry in the Principal Seat of the Gauhati High Court purely on **Contingent basis**.
2. The aforesaid engagement is **purely temporary for a period of 3(three) months only**, subject to extension by the Hon'ble Gauhati High Court.
3. Educational Qualification:

<u>Description of work</u>	<u>Qualifications required</u>	<u>Experience required in the relevant Field</u>	<u>Remuneration</u>
Typing/ Data Entry	(a) HS passed in any stream, and (b) Working knowledge in basic computer operations including word processing (MS Word) and spread sheet (MS Excel).	Nil	Fixed pay of Rs.4500/-

4. Age limit: Not less than 18 years and more than 38 years of age as on **12.10.2012**. The upper age limit will be relaxable by 5 years in case of candidates belonging to SC and ST category.
5. Last date of submitting application: **20-10-2012**
6. A list of the candidates, whose applications are received, shall be uploaded in the High Court website wherein other details of the Selection Test like date & time of skill test, Admit Cards etc. shall be given.
7. There is no need of submitting any photocopy of any document at the time of submission of application.
8. Candidates shall fill the prescribed application form and paste one of his/her recent passport size coloured photograph in the given space of the application form and shall sign across the photograph. Another copy of the same photograph should be stapled in the top right corner of the application form and the name of the candidate should write his/her name on the reverse of the stapled photograph. The envelope containing the application form should be super scribed as **“Application for engagement as contingent worker for typing/data entry work in the High Court”** and the same should be addressed to **“The Registrar General, Gauhati High Court, Guwahati-1, Assam”**. The envelope containing the application should be dropped in the drop box kept for the purpose in the High Court premises near the High Court Notice Board.
9. Candidate can download and print the prescribed application form from the official website of Gauhati High Court, namely www.ghconline.gov.in
TO DOWNLOAD & PRINT APPLICATION FORM [CLICK HERE](#).

10. Candidates will have to appear for a Selection Test to be held in Guwahati as and when called for. No TA/DA will be admissible for that purpose.
11. Selection Test shall consist of (a) computer skill test (word processing and spreadsheet) of 100(one hundred) marks and (b) an interview of 25(twenty five) marks. Candidates securing 50% or more marks in the computer skill test shall be called for interview. The checking of original documents, testimonials etc shall be done at the time of interview.
12. Candidates securing 50% or more marks in the Selection Test (computer skill test and interview) shall be considered for preparation of the final select list for engagement as contingent worker.
13. The service of the selected candidates may be terminated by the High Court at any time prior to the period of 3(three) months aforementioned without any prior notice.
14. No application fee is required for applying for engagement as contingent worker aforementioned.
15. Selected candidate shall not have any claim of regular/permanent appointment whatsoever, as a matter of right.

Sd/-
(Robin Phukan)
Registrar (Administration)-cum-
In-charge, Recruitment Cell.

Memo No. 1/GHC/R.Cell/2012/1 dated 5-10-2012

Copy to:

1. System Analyst for uploading the advertisement in the official website of the Hon'ble High Court, immediately enabling the candidates to download the application form as mentioned in the advertisement.
2. CA to the Registrar General, Gauhati High Court, Guwahati.
3. The High Court Notice Board
4. The Order File

(Robin Phukan)
Registrar (Administration)-cum-
In-charge, Recruitment Cell.