

3/6/15

THE HIGH COURT OF MEGHALAYA SHILLONG

No. HCM.II/98/2015/_____ Dated, Shillong _____ May, 2015.

A D V E R T I S E M E N T

Applications are invited from Indian Citizens (as define in Article 5 & 6 of the constitution) as per the terms and condition of this advertisement for recruitment of various categories of post in the High Court of Meghalaya, Shillong as specified in the table below.

The application forms can be downloaded from the Website of the High Court of Meghalaya at meghalayahighcourt.nic.in. The filled forms alongwith attested copies of certificates, 2 (two) recent pass port size photographs and Treasury Challan of Rs. 100/- (Rs.50/- for Scheduled Caste/ Scheduled Tribe) Deposited under the Head of Accounts 0070 – other administrative service 01 Admn. of Justice – 800 – other receipts should reach the office of the undersigned on or before **15th June, 2015**. Departmental candidates may submit their applications through proper channel, and must reach before the last date for submission.

For the post at Sl. No. 13 to 16 : The candidate should not be less than 18 years of age and not more than 27 years of age as on **15th June, 2015**. Upper age limit is relaxable by 5 (Five) years in case of candidates belonging to Scheduled Caste / Schedule Tribe.

Sl. No.	Name of Posts	No. of Post	Scale of Pay	Eligibility Criteria	Age Limit
1	Deputy Registrar	1	Born of MJS or at Pay Scale of ₹ 23,300-700- 27,500-830- 32,480-970- 39,270/- p.m.	Members of the State Judicial Service Grade II / Gazetted Officers in the High Court's service belonging to Class II (A) may apply through proper channel. Practicing Advocates of not less than seven years' standing at the Bar.	35-45 years

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Please explain in 15
minutes & High Court
and also put up a
notice board
4/6/15*

2	Assistant Registrar	1	Born of MJS or at Pay Scale of ₹ 17,000-470-20,290-EB-560-25,330-760-33,690/- p.m.	Members of the State Judicial Service Grade III may apply through proper channel. Advocates of not less than five years continuous practice at the Bar.	35-45 years
3	Stenographer Grade – I	4	₹ 18,300-500-21,800-EB-650-27,000-810-35,100/- p.m.	Bachelor Degree from a recognize University with diploma in Stenography in English with minimum speed of 120 wpm in shorthand and 50 wpm in computer typing.	Upto 45 years
4	Assistant Protocol Officer	1	₹ 18,300-500-21,800-EB-650-27,000-810-35,100/- p.m.	Graduate with proficiency in communicating in English and Hindi.	32-40 years
5	Estate Officer	1	₹ 17,000-470-20,290-EB-560-25,330-760-33,690/- p.m.	B.E./B.Tech in Civil Engineering or equivalent. Five years experience in management of Estate, maintenance, repairs, sanitation and horticulture and construction of buildings.	32-45 years
6	Systems Officer	1	₹ 17,000-470-20,290-EB-560-25,330-760-33,690/- p.m.	B.E./B. Tech/MCA in Computer Science/Engineering/Information Technology with First Class or minimum 60% marks in aggregate or Master Degree in Physics / Maths / Statistics / Operations Research with First Class or at least 60% marks in aggregate or equivalent Grade with Post Graduate Diploma in Computer Science/Applications or Masters Degree in Computer Science/information Technology with First Class or at least 60% marks in aggregate or equivalent grade or B.Sc. (Computer Science or IT)/BCA/BSC in Physics / Maths / Statistics/Operations Research/Computer Science with either Post Graduate Diploma in Computer Science or Computer Applications (from a Govt. recognized university/institution). The Bachelor's degree with Post Graduate Diploma should be in	30-40 years

				First Class or at least with 60% marks in aggregate or equivalent grade; And 2(two) years experience in the relevant field.	
7	Court Officer	3	₹ 14,100-350-16,500-EB-460-20,690-620-27,510/- p.m.	Law Degree.	50 years (ex-servicemen) And 30-40 years (others)
8	Stenographer Grade - II	1	₹ 14,100-350-16,500-EB-460-20,690-620-27,510/- p.m.	Bachelor Degree from a recognize University with diploma in Stenography in English with minimum speed of 100 wpm in shorthand and 40 wpm in computer.	Upto 40 years
9	Assistant Librarian	1	₹ 14,100-350-16,500-EB-460-20,690-620-27,510/- p.m.	Bachelor Degree with Diploma in Library Science from a recognized University and Proficiency in the use of computer	30-40 years
10	Junior Administrative Assistant	2	₹ 13,100-330-15,410-EB-420-19,190-580-25,570/- p.m.	Bachelor Degree from a recognized University with Computer Knowledge.	Upto 35 years
11	Hindi Translator	1	₹ 11,300-280-13,260-EB-360-16,500-500-22,000/- p.m. for graduates according to Meghalaya Pay Revision	Graduate with English/Hindi as one of the languages at the degree level. Diploma/Certificate course in translation work from Hindi to English and vice versa from University/Institute recognized by the Government; Or Two years experience in translation work from Hindi to English and vice versa in Central/State Government	Upto 40 years

				offices/Parliament/State Legislature Secretariats or Central/State Public Sector Undertakings/ High Courts.	
12	Computer Operator	1	a) ₹ 10,600-270- 12,490-EB-340- 15,550-470- 20,270/- p.m. (for Degree Holders in any discipline with 1 ½ year diploma in Computer Application/Scie nce) b) ₹ 9,200-230- 10,810-EB-300- 13,510-410- 18,020/- p.m. (for others)	Bachelor Degree from a recognized University with Diploma / Certificate in Computer Operator shall be eligible to sit for appointment as a computer operator. The candidate must have received training in execution of works such as 10 data entry and DTP works, basic hardware maintenance including installation of various devices like printers, scanner etc., setting up and configured LAN, 40 using utilities application software, web based application software and 50 web based application of computers.	30-40 years
13	Driver	3	₹ 7,700-190- 9,030-EB-250- 11,280-340- 15,020/- p.m.	Class IX passed from a recognized School / Institution with 3 (Three) years experience	
14	Cook	2	₹ 6,500-160-7,620- EB-210-9,510-290- 12,700/- p.m.	HSSLC passed from a recognized Board with Diploma in cooking	
15	Mali	1	₹ 6,500-160-7,620- EB-210-9,510-290- 12,700/- p.m.	HSSLC passed from a recognized Board with knowledge of Gardening work.	
16	Attender	1	₹ 6,500-160-7,620- EB-210-9,510-290- 12,700/- p.m.	HSSLC passed from a recognized Board	

Copy to:-

1. The Secretary to the Government, Law Department, Shillong.
2. The Accountant General (A&E), Meghalaya, Shillong.
3. The Registrar General, Gauhati High Court, Guwahati.
4. The Registrar General, High Court of Karnataka, Bangalore.
5. The Registrar General, Madras High Court, Chennai.
6. The Registrar General, High Court of Delhi, New Delhi.
7. The Registrar General, Bombay High Court, Mumbai.
8. The Registrar General, High Court of Bihar, Patna.
9. The Registrar General, High Court of Madhya Pradesh, Jabalpur.
10. The Registrar General, High Court of West Bengal, Calcutta, Kolkota.
11. The Registrar General, High Court of Uttar Pradesh, Allahabad.
12. The Registrar General, Kerela High Court, Kochi.
13. The Registrar General, High Court of Orissa, Cuttack.
14. The Registrar General, High Court of Rajasthan, Jodhpur.
15. The Registrar General, High Court of Gujarat, at Sola (Ahmadabad).
16. The Registrar General, High Court of Jammu & Kashmir at Srinagar.
17. The Registrar General, High Court Judicature at Hyderabad, Hyderabad.
18. The Registrar General, High Court of Sikkim, Gangtok.
19. The Registrar General, High Court of Uttaranchal Pradesh, Nanital.
20. The Registrar General, High Court of Jharkhand at Ranchi.
21. The Registrar General, High Court of Tripura, Agartala.
22. The Registrar General, High Court of Manipur, Imphal.
23. The Registrar General, High Court of Chandigarh.
24. The Registrar General, High Court of Chhatisgarh at Bilaspur.
25. The Registrar General, High Court of Punjab & Haryana High Court, Chandigarh.
26. The Registrar, Gauhati High Court, Aizawl Bench.
27. The Registrar, Gauhati High Court, Kohima Bench.
28. The Registrar, Gauhati High Court, Itanagar Bench.
29. The Registrar, Karnataka High Court, Dharwad Bench.
30. The Registrar, Madras High Court, Madurai Bench.
31. The Registrar, Karnataka High Court, Kalburgi Bench.
32. The Registrar, Bombay High Court, Aurangabad Bench.
33. The Registrar, Bombay High Court, Nagpur Bench.
34. The Registrar, Bombay High Court, Panaji Bench.
35. The Registrar, Madhya Pradesh High Court, Gwalior Bench.
36. The Registrar, Madhya Pradesh High Court, Indore Bench.
37. The Registrar, Calcutta High Court, Port Blair Bench.
38. The Registrar, Allahabad High Court, Lucknow Bench.
39. The Registrar, Rajasthan High Court, Jaipur Bench.

40. The Registrar, High Court of Meghalaya, Shillong.
41. The Registrar – cum – Head Private Secretary to Hon'ble the Chief Justice, High Court of Meghalaya
42. The Joint Registrar – cum – Secretary to Hon'ble the Chief Justice, High Court of Meghalaya, Shillong.
43. The Private Secretary to Hon'ble Mr. Justice T. Nandakumar Singh, High Court of Meghalaya, Shillong.
44. The Private Secretary to Hon'ble Mr. Justice Sudip Ranjan Sen, High Court of Meghalaya, Shillong.
45. The District and Sessions Judge, Shillong/ Jowai/ Tura/ Nongpoh/ Nongstoin/ Williamnagar.
46. Member Secretary, Meghalaya State Legal Services Authority, Shillong.
47. The Treasury Officer, South Treasury Shillong.
48. The System Analyst, High Court of Meghalaya, Shillong, for uploading in High Court Web-site.
49. The Editor, Shillong Times (English Daily Newspaper), Shillong with a request to cause publication of the above mentioned Notice and bills in triplicate may be submitted to this Registry for payment.
50. The Editor, MAWPHOR (Khasi Daily Newspaper), Shillong with a request to cause publication of the above mentioned Notice and bills in triplicate may be submitted to this Registry for payment.
51. The Station Director, AIR, Shillong with a request to kindly broadcast the above advertisement in your employment bulletin.
52. The Station Director, Doordarshan Shillong with a request to telecast the above advertisement.
53. The Director of Public Information, Shillong with a request to cause publication the above advertisement.
54. The Accountant-cum-Cashier, High Court of Meghalaya, Shillong.
55. Notice Board.
56. Office file.


REGISTRAR GENERAL

**THE HIGH COURT OF MEGHALAYA
AT SHILLONG**

ADDENDUM

Dated, Shillong 27th May, 2015.

No.HCM.II/98/2015/_____ After table under Para 3 of this Registry's Advertisement No.HCM.II/98/2015/1460A dated 25th May, 2015, following "**General Information**" shall be added:

General Information:

1. Please attach attested copies of certificates, two (2) recent passport size photograph along with a self address stamped envelop.
2. The last date for submission of application will be on the 15th June, 2015 during office hours at the office of High Court of Meghalaya at Shillong, and shall also be the date of determining the eligibility criteria of the Candidates for the respective posts. Applications received after the last date of submission due to postal delay or any other reason will be summarily rejected.
3. No TA/DA shall be paid to the applicants for attending the examination and personal interview.
4. Incomplete Application shall be rejected.
5. For further details, the Registry of the High Court of Meghalaya may be contacted during office hours.
6. The power of relaxation of upper age limit and experience mentioned above shall be with Hon'ble the Chief Justice as he may deem necessary.


REGISTRAR GENERAL

Memo No. HCM.II/98/2015/1490A Dated, Shillong 27th May, 2015.

Copy to:-

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2. *The Accountant General (A&E), Meghalaya, Shillong.*
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