

**OFFICE OF THE REGISTRAR GENERAL, HIGH COURT OF KARNATAKA,
HIGH COURT BUILDINGS, BANGALORE 560 001**

NOTIFICATION NO. HCE 30/2009 DATED 25th August 2011

RECRUITMENT OF CANDIDATES TO THE POST OF TYPISTS

LAST DATE FOR RECEIPT OF APPLICATIONS: 30th September 2011

Applications in the prescribed proforma appended hereto are invited from the applicants, who are qualified as on the last date fixed for receipt of applications for recruitment to **32** Posts of Typists.

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

3. Minimum Qualification:

- 1) Must possess Degree in Science/Arts/Commerce/Business Management of a recognised University with minimum of 55% marks in aggregate, and,
- 2) Senior Grade Typewriting examination in English and Kannada.

Note: 1) The candidate shall possess a Certificate Course in Computer Word Processing or equivalent.

4. **Scale of Pay :** Rs. 5800-100-6000-125-6500-150-7100-175-7800-200-8600-225-9500-250-10500

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5. Classification of vacancies:

	Women Candid- ates	Ex- Servic emen	Physically Handi- capped	Candida tes displace d by schemes	Rural candi- dates	Kannada medium	Unrese rved	Total
CATEGORY – 1	1	-	---	----	---	---	---	1
CATEGORY-II (A)	2	---	----	1	1	---	1	5
CATEGORY-II (B)	1	----	---	----	1	---	---	2
CATEGORY-III (A)	1	----	----	----	---	---	--	1
CATEGORY-III (B)	1	----	---	----	---	---	---	1
SCHEDULED CASTE	2	----	---	1	1	---	1	5
SCHEDULED TRIBE	----	-----	----	----	1	----	---	1
GENERAL MERIT	4	2	1	1	4	1	3	16
TOTAL	12	2	1	3	8	1	5	32

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

7. Age limit: Applicants must have attained the age of 18 years and must not exceed the age of:-

(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 to Category-II-A or II-B or III-A or III-B of Other Backward Classes; and

(c) 35 years for others.

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8. Those candidates called for Test / Interview will have to appear before the authorities in the premises of the High Court of Karnataka, Principal Bench at Bangalore at their cost.
9. Those persons, who attempt to obtain extraneous support by any means for his/her candidature from officials or non-officials, shall not be eligible for appointment.
10. **Application fee:** Every application (excluding applications by Scheduled Caste / Scheduled Tribe / Category-I applicants) shall accompany with Crossed Indian Postal Order for Rs. 250/- (Rupees two Hundred and Fifty Only) in favour of the **Registrar General, High Court of Karnataka, Bangalore 560001**. Fee once paid shall not be refunded under any circumstances (SC/ST and Category-I candidates are exempted from payment of fee.)
11. **Application Form:-** Application in the prescribed proforma shall be filled in by the candidates in their own handwriting and shall accompany self attested copies of the following certificates.
 - (a) Three Certificates of character, one from the Principal / Head of the Institution in which he/she had last studied and two from respectable persons not related to him/her, testifying to his/her character.
 - (b) Marks Cards of Degree in Science/Arts/Commerce/Business Management of a recognised University and Senior Grade Typewriting Examinations in English and Kannada. Certificate in Computer Word Processing or equivalent.
 - (c) Persons claiming the benefit of reservations under SC/ST shall produce a certificate in the form prescribed by the Government issued by the competent authority.

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- (d) SSLC or any other equivalent examination certificate showing the date of birth.
- (e) Persons claiming the benefit of reservations under Category-I/II-A/II-B/III-A/III-B shall produce a certificate in the form prescribed by the Government issued by the competent authority.
- (f) Persons claiming reservation under Rural / Physically Handicapped / Ex-Servicemen/Kannada Medium/ Displaced from projects quota shall produce certificates issued by competent authority.
- (g) A passport size photo be affixed at the place provided on the application.

Note: Incomplete applications shall be **liable to be rejected without notice**. Original certificates and testimonials are to be submitted only at the time of test/interview. Candidates shall not forward the original documents alongwith the application.

12. Last date for receipt of application

Applications complete in all respects shall reach the Registrar General, High Court of Karnataka, High Court Buildings, Bangalore 560 001 on or before **30.09.2011 (05.00 P.M.)**. On top of the cover containing the application the following words shall be written:

"Application for the Post of Typists"

- (i) Applications received beyond the date so fixed will be rejected.
- (ii) In-service candidates shall submit their application through their official superiors so as to reach the Registrar General, High Court of Karnataka, High Court Buildings, Bangalore 560 001, not later than the date fixed for receipt of applications.

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- (iii) If the last date fixed for the receipt of applications happens to be a General Holiday, the next working day shall be the last date for receipt of applications.

BY ORDER OF HON'BLE THE CHIEF JUSTICE,

**(P.KRISHNA BHAT)
REGISTRAR GENERAL**

**FORM OF APPLICATION FOR RECRUITMENT TO THE POSTS OF
TYPISTS IN THE HIGH COURT OF KARNATAKA, BANGALORE**

To

**The Registrar General
High Court of Karnataka
Bangalore**

**AFFIX
PASSPORT SIZE
PHOTO**

1.	Name of the applicant in full (<i>in block letters</i>)	
2.	Name of his/her father/husband	
3.	Gender	
4.	Age and Date of Birth (as mentioned in the SSLC or equivalent certificate)	
5.	Postal Address (<i>in block letters</i>) (a) Permanent postal address (b) Present postal address (c) Telephone No. Landline: Mobile:	
6.	Whether the applicant is presently employed? If so furnish the details of employment and monthly income.	
7.	Occupation of Parents / Guardian.	
8.	Annual Income of Parents / Guardian.	

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9.	Qualification	
10	a) Whether the Applicant belongs to Scheduled Castes / Scheduled Tribes / Category-I / Category-II(a) / II(b) / III(a) / III (b). If so, the same should be indicated. A copy of the Certificate in support of the claim should be attached.	
11	Whether the applicant has credited the prescribed fee in the form of postal order and whether he/she has enclosed the same. (mention the postal order number and date).	
12	Whether the applicant claims Ex-servicemen quota/Rural candidate quota/kannada medium and if so, whether relevant certificate is enclosed.	
13	Whether the applicant claims quota of Physically handicapped/Displaced from Projects. If so whether relevant certificate issued by competent authority is enclosed.	
14	Whether the applicant is / was a Party to any Criminal proceedings. If yes, furnish detailed information.	

I do hereby solemnly and sincerely affirm that the statement made and the information furnished above are true. Should it however be found that any information furnished herein is untrue in material particulars, I realise that I am liable to criminal prosecution and I am also agreeable to forego the claim for public services under the State Government.

PLACE :

DATE :

SIGNATURE OF THE CANDIDATE.