

HIGH COURT OF HIMACHAL PRADESH, SHIMLA- 171 001

No. HHC/Admn.3(55)/2023-Stenographer

Dated, the 13th October, 2023.

Advertisement Notice No.	: No. HHC/Admn.3(55)/2023-Stenographer
Website/ Recruitment portal for online applications	: https://hphighcourt.nic.in https://www.hphcrecruitment.in/login
Opening date of Online Application	: 20.10.2023
CLOSING DATE OF ONLINE APPLICATION & FEE	: 18.11.2023 at 11:59 PM

“ADVERTISEMENT NOTICE”

The High Court of H.P invites online applications (on the above-mentioned recruitment portal and website of High Court of HP) from all the eligible desirous candidates for filling-up following clearcut/ anticipated future vacancies of **STENOGRAPHER GRADE-III** falling vacant on the Establishment of **DISTRICT JUDICIARY OF H.P.:**

Sl. No.	Total No(s) of vacancies	Pay Matrix	Essential Edu. Qualification/ Eligibility Criterion/ Experience etc.																																																																																		
1.	<p>Total Posts-78 (Regular/ Contract) (i) REGULAR- 27 POSTS</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Catg.</th> <th>Clear-cut</th> <th>Anticipated</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>UR</td> <td style="text-align: center;">5</td> <td style="text-align: center;">6</td> <td style="text-align: center;">11</td> </tr> <tr> <td>SC</td> <td style="text-align: center;">4</td> <td style="text-align: center;">1</td> <td style="text-align: center;">5</td> </tr> <tr> <td>ST</td> <td style="text-align: center;">1</td> <td style="text-align: center;">0</td> <td style="text-align: center;">1</td> </tr> <tr> <td>OBC</td> <td style="text-align: center;">5</td> <td style="text-align: center;">1</td> <td style="text-align: center;">6</td> </tr> <tr> <td>EWS</td> <td style="text-align: center;">0</td> <td style="text-align: center;">1</td> <td style="text-align: center;">1</td> </tr> <tr> <td>PH</td> <td style="text-align: center;">3</td> <td style="text-align: center;">0</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Total:</td> <td style="text-align: center;">18</td> <td style="text-align: center;">9</td> <td style="text-align: center;">27</td> </tr> </tbody> </table> <p>(ii) CONTRACT- 51 POSTS</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Catg.</th> <th>Clear-cut</th> <th>Anticipated</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>UR</td> <td style="text-align: center;">15</td> <td style="text-align: center;">1</td> <td style="text-align: center;">16</td> </tr> <tr> <td>SC</td> <td style="text-align: center;">14</td> <td style="text-align: center;">0</td> <td style="text-align: center;">14</td> </tr> <tr> <td>ST</td> <td style="text-align: center;">1</td> <td style="text-align: center;">0</td> <td style="text-align: center;">1</td> </tr> <tr> <td>OBC</td> <td style="text-align: center;">11</td> <td style="text-align: center;">0</td> <td style="text-align: center;">11</td> </tr> <tr> <td>EWS</td> <td style="text-align: center;">6</td> <td style="text-align: center;">0</td> <td style="text-align: center;">6</td> </tr> <tr> <td>PH</td> <td style="text-align: center;">3</td> <td style="text-align: center;">0</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Total:</td> <td style="text-align: center;">50</td> <td style="text-align: center;">1</td> <td style="text-align: center;">51</td> </tr> </tbody> </table> <p>Break-up of posts:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Divisions</th> <th>Regular</th> <th>Contract</th> </tr> </thead> <tbody> <tr> <td>Bilaspur</td> <td style="text-align: center;">-</td> <td>02-UR 01-UR(anticipated), 01-SC 01-OBC 01-EWS Total- 06</td> </tr> <tr> <td>Chamba</td> <td>01-UR 01-OBC Total- 02</td> <td>01-UR 01-SC 01-ST Total- 03</td> </tr> <tr> <td>Hamirpur</td> <td>01-SC (anticipated), 01-OBC Total- 02</td> <td>01-UR 01-EWS Total- 02</td> </tr> <tr> <td>Kangra</td> <td>01-UR (anticipated), 01-UR Total- 02</td> <td>05-SC 01-ST 05-OBC 03-EWS 01-PH Total- 15</td> </tr> <tr> <td>Kinnaur</td> <td>01-PH Total- 01</td> <td>01-SC Total- 01</td> </tr> </tbody> </table>	Catg.	Clear-cut	Anticipated	Total	UR	5	6	11	SC	4	1	5	ST	1	0	1	OBC	5	1	6	EWS	0	1	1	PH	3	0	3	Total:	18	9	27	Catg.	Clear-cut	Anticipated	Total	UR	15	1	16	SC	14	0	14	ST	1	0	1	OBC	11	0	11	EWS	6	0	6	PH	3	0	3	Total:	50	1	51	Divisions	Regular	Contract	Bilaspur	-	02-UR 01-UR(anticipated), 01-SC 01-OBC 01-EWS Total- 06	Chamba	01-UR 01-OBC Total- 02	01-UR 01-SC 01-ST Total- 03	Hamirpur	01-SC (anticipated), 01-OBC Total- 02	01-UR 01-EWS Total- 02	Kangra	01-UR (anticipated), 01-UR Total- 02	05-SC 01-ST 05-OBC 03-EWS 01-PH Total- 15	Kinnaur	01-PH Total- 01	01-SC Total- 01	<p>Pay Level 06 i.e., Rs. 25,600- 81,200/- of the pay Matrix</p> <p>Wages/ remuneration as fixed by the Govt. of HP from time to time</p>	<ul style="list-style-type: none"> Graduation degree from a recognized University. Having speed of 80 W.P.M. in English Stenography Having speed of 60 W.P.M. in Hindi Stenography Typing test in English with typing speed of 40 W.P.M. on computer (Software) Typing test in Hindi with typing speed of 30 W.P.M. on computer. (Font -Krti Dev 10) Provided that only 10% of the mistakes in transcribing the dictated matter and typed matter in typing test shall be allowed. In other words, the candidates committing more than 10% mistakes in transcribing the dictated matter and the typed matter in typing test shall be declared as unqualified. Recruitment on the basis of competitive examination as per Schedule-III (Part-5) of the “The HP District Judiciary Staff (Recruitment, Promotion, Control, Conduct, Discipline and other Conditions of Service) Rules, 2022”. The time for dictation & typing test shall be as per Schedule-III (Part-5) of the Rules ibid. The candidates must have knowledge of customs and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the State of H.P and for this purpose a candidate to Class-III post(s) must have passed Matriculation or 10+2 or Graduation from any school/institution situated within Himachal Pradesh.
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Kullu	-	04-UR 01-SC 01-OBC Total- 06	<p>However, this condition shall not apply to Bonafide Himachalis (Part-II Rule 5 of Rules, 2022).</p> <ul style="list-style-type: none"> • PH reservation shall only be provided to the candidates, as per Rule 10(A) of the Rules ibid: • suffering from hearing impairment, provided that such impairment is not of 60 decibel or more, after hearing aid/surgical correction: • suffering from loco-motor disability; (Note: Person with normal upper limb can also be considered). • Should have normal vision.
Mandi	03-SC 01-ST 02-OBC 01-PH Total- 07	01-SC 02-OBC 01-PH Total- 04	
Shimla	01-UR 01-EWS (anticipated) Total- 02	02-UR Total- 02	
Sirmaur	04-UR (anticipated), 01-SC 01-OBC Total- 06	-	
Solan	01-UR 01-PH Total- 02	02-UR 01-PH Total- 03	
Una	01-UR 01-UR (anticipated), 01-OBC (anticipated) Total- 03	03-UR 02-SC 01-ST 02-OBC 01-EWS Total- 09	
TOTAL:	27	51	

Note:- The Stenography & Typing test can take place in the month of December, 2023 at any time.

ABBREVIATIONS:

1. UR - Un-reserved., 2. SC - Scheduled Caste, 3. ST - Scheduled Tribe, 4. OBC- Other Backward Classes 5.EWS- Economically Weaker Section 6. PH- Physically Handicapped

IMPORTANT INSTRUCTION(S):

1. The candidates are advised that before applying online they must go through "The HP District Judiciary Staff (Recruitment, Promotion, Control, Conduct, Discipline and other Conditions of Service) Rules, 2022" uploaded on the High Court website i.e., <https://hphighcourt.nic.in/rules/districtjudiciary08082022.pdf>
2. The candidates must ensure their eligibility in respect of category, experience, age and essential qualification(s) etc., as mentioned in the R&P Rules 2022 ibid & Advertisement notice by uploading copies of essential qualification, matriculation certificate as age proof, any higher qualification, experience certificate (wherever required) to avoid rejection of their candidature.
3. The candidates must have knowledge of customs and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the State of H.P and for this purpose a candidate to Class-III post(s) must have passed Matriculation or 10+2 or Graduation from any school/institution situated within Himachal Pradesh. However, this condition shall not apply to Bonafide Himachalis (Part-II Rule 5 of Rules, 2022).
4. The number of vacancies, as shown above, may increase or decrease in future, due to administrative exigencies. The number of vacancies in a particular division/ district may also be switched, due to administrative reasons.
5. The candidates for appointment to any of the abovementioned post(s) must be Citizen of India and also possess requisite educational and other qualifications as prescribed under R&P Rules, 2022 ibid as on **the last date of application.**
6. The examination fee for the candidates applying online against advertised vacancy is Rs. 347.20/- (including GST) for General (UR)category and Rs. 197.20/- (including GST) for all other reserved categories other than General (UR) category, who deserve fee relaxation/exemption under the Rules and the same shall have to be paid ONLY through ONLINE MODE. The fee, paid once, shall not be refunded to the candidate, in any case.
7. Age of the candidate should not be less than 18 years or more than 45 years as on **the last date of application.** Five years relaxation in upper age limit is admissible only to the bonafide SC, ST, OBC of HP and persons with disabilities of HP, in case, there is a post reserved for these categories. However, age relaxation for HP Govt. employees is also admissible as per instructions of the Government of HP issued from time to time.
8. The eligible candidates will ONLY be informed through SMS alerts or Emails (as registered/disclosed at the time of submitting application in online mode) about examination(s)/test(s) schedule etc. No separate communication/call letters etc. will be sent through any other mode. Therefore, the candidates are advised to give their working mobile number(s) and Email ID(s) used by them in the online application and ensure their working till the completion of selection process to avoid inconvenience. There is no other means of contacting them except their mobile number(s) and Email ID(s).

9. The applications are acceptable only in online mode [even from those candidates, who have been sponsored by Employment Exchange(s)]. The desirous candidate(s) may use the recruitment web portal link at URL i.e. <https://www.hphcrecruitment.in> as well as another relevant link provided on High Court Website i.e. <http://hphighcourt.nic.in> on or before **the last date of application at 11:59 P.M.**
10. As per instructions of the Government dated 11.6.2019 when an Economic Weaker Sections (EWS) candidate is not available for selection, the post(s) will be treated automatically as de-reserved and will be filled up from a non-EWS candidate of unreserved category.
11. The High Court reserves the right to change any other terms of advertisement or to rectify the inadvertent or technical error at any stage.
12. The candidates who are already in service of any Government or Semi Government Departments, they shall be considered only on receipt of their online application (THROUGH PROPER CHANNEL) alongwith "NO OBJECTION CERTIFICATE" issued by their Employer/Competent Authority within 15 days from the last date fixed for receipt of application. The application(s) of such candidate(s), if not received through proper channel, shall be summarily rejected. However, contract/ casual/ adhoc/ daily wagers/ work charged employees do not need to produce NOC's from the concerned employer.
13. It is mandatory for the candidates to upload legible and complete set of testimonials/ certificates and the same should be valid, authentic and issued by the competent authorities concerned. However, documents of those candidates will be considered and accepted in continuation, before final selection, who have uploaded valid documents at the time of applying online and expired during the recruitment process.
14. The candidates must note that their admission in the test(s) will be strictly provisional and on the basis of declaration made by them in their online applications and only those documents will be verified from original, which were uploaded by them at the time of submission of online application. No new certificate/ document will be entertained at the time of Personal Interview/ Document Verification, except certificates produced in continuation of expired certificates.
15. The submission of application by the candidates does not confer any right to appear in the test(s), unless and until the fee is paid and eligibility criteria is fulfilled by them.
16. The category once claimed shall be treated final and no representation/ correspondence will be entertained in this regard.
17. The candidates senior in age will be placed above the candidate junior in age, if they score equal marks/ merit in the final test.
18. The age, experience and qualification, as required shall be reckoned as **on the last date of application.**
19. The candidates are advised to visit the website of High Court of HP regularly for obtaining updates with regard to recruitment process of aforesaid post(s).
20. The decision of the High Court of HP regarding eligibility/ test(s)/ and selection etc., will be final and no correspondence / personal enquiries/ representation of any type will be entertained.
21. Any request for change of date, time & venue of examination will not be entertained.
22. If the candidate of reserved category scores more marks, then the unreserved category candidate, he would be considered against unreserved category.
23. The High Court reserves the right to ignore the preference of examination centre & hold the examination at some particular District(s), keeping in view the total strength of candidates.
24. In case, a candidate submits multiple applications for the same post, the application received later shall be considered as final for asserting the candidature of the applicant and the earlier application(s) shall be deemed to have been cancelled.
25. The anticipated vacancies will be filled up only on available of these vacancies on account of retirement and promotion and candidate cannot claim their appointment against these vacancies.
26. Any request / representation of the candidates for re-checking/ re-evaluation of answer sheets will not be entertained.
27. The Divisions will be allocated to the selected candidates keeping in view the preference given by the candidates in the online application, by considering the availability of post in order of merit, as per Rule 8 (w) (i) of R&P Rules, ibid
28. Before filling up the Online Application, candidates must have their photograph, signature & other certificates/ documents duly scanned in advance in the "JPG" format for uploading, as per following size:
 - a) Photo of candidate: 20 to 50 KB (JPG format)
 - b) Sign of candidates: 10 to 20 KB (JPG format)
 - c) Birth Certificate (10th) of Candidates: 100 to 500 KB (JPG Format)
 - d) Other Certificates/ Documents: 200 to 500 KB (JPG Format).

By Order
REGISTRAR GENERAL

Endst No. As above

30614-20 Dated, the 13th October, 2023.

Copies forwarded to:

1. All the District & Sessions Judges in H.P., with a request to get the copy(ies) of this Advertisement Notice displayed on the Notice Board(s) of their respective Court(s)/Division(s)/Sub Division(s) etc.
2. All the District Employment Exchange Officer(s), in the State of H.P., with the request to inform the eligible candidates to submit their application(s) through online mode as mentioned in the advertisement before the last date, failing which, they shall not be eligible to the post(s), notwithstanding the fact that their name(s) have been sponsored by your office(s).
3. The Central Project Coordinator, High Court of H.P., Shimla-171001, with a request to get uploaded the above advertisement notice on the High Court website & LAN website under the relevant Link or Tabs.
4. The Public Relations Officer of this High Court Registry, with a request that brief of this Advertisement may be got published at the earliest in daily Hindi Newspaper and daily English Newspaper, in view of the Office Order No. HHC/ GAD/ Advt./2010-II-, dated 17th August, 2023. Thereafter, copies of newspapers containing Advertisement be sent to the Registry of High Court for the purpose of record and further necessary action.
5. Shri Ashok Chauhan, Project State Head, CSC-SPV (Service Provider) for information with a request to activate the log-in link provided at recruitment web portal & High Court Website till last date fixed for applying online mode, after completion of all necessary updation/changes in software module with respect to the advertisement referred to above (THROUGH EMAIL ONLY).
6. Notice Board of High Court of Himachal Pradesh, Shimla-171 001.
7. Guard file.


REGISTRAR GENERAL