



HIGH COURT OF MADRAS

NOTIFICATION No.127 /2019

DATED: 01/07/2019

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| Date of Notification | 01/07/2019 |
| Last date for submission of On-line Applications | 31/07/2019 |
| Last date for remittance of fee through Bank | 02/08/2019 |

Applications are invited from eligible candidates **ONLY THROUGH ONLINE MODE** (<https://www.mhc.tn.gov.in>) for direct recruitment to the posts of (i) ASSISTANT, (ii) READER / EXAMINER and (iii) XEROX OPERATOR in the Madras High Court Service.

Note:-

- (a) Applications submitted through <https://www.mhc.tn.gov.in> **WILL ALONE BE** accepted. Applications submitted through any other mode viz., by post, courier, RPAD, e-mail, hand delivery etc., will not be entertained under any circumstances or for any reason. No correspondence in this regard will be entertained, under any circumstances.
- (b) Before filling the online applications, the applicants are advised to go through the 'Notification' and 'Common Instructions to Candidates' available in the Recruitment Portal of the High Court, Madras (<https://www.mhc.tn.gov.in>) thoroughly and carefully and they shall ensure themselves that they fulfil all the required qualifications and are not disqualified for appointment.
- (c) Applicants who are eligible and willing to apply for more than one post, need not apply separately for each post. However, they can choose the name of the post/s applying for in the application. Non-exempted category candidates shall pay separate fee for each post.
- (d) If the candidate is found not eligible to apply for any of the above posts, he/she will be disqualified from participating in the selection process of the High Court, for the said posts at any stage of the selection process.

2. NUMBER OF VACANCIES AND PAY SCALE:

| Sl. No. | NAME OF THE POST | SCALE OF PAY (Revised) | NO. OF VACANCIES |
|---------|------------------|------------------------------|-----------------------------------|
| 1. | Assistant | Rs.20,000-63,600/- (Level-9) | 117+2* = 119 (*Backlog vacancies) |
| 2. | Reader/Examiner | Rs.19,500-62,000/- (Level-8) | 142 |
| 3. | Xerox Operator | Rs.16,600-52,400/- (Level-3) | 7 |

3. DISTRIBUTION OF VACANCIES:-

| | |
|-------------------|-----------------------------|
| Assistant | As provided in the Annexure |
| Reader / Examiner | |
| Xerox Operator | |

NOTE:

The number of vacancies advertised for the posts are only approximate and are liable for increase or decrease with reference to vacancy position at any time before finalisation of selection.

4.QUALIFICATION:-**(A) AGE (as on 01.07.2019):-**

| Sl. No. | Category of Applicant | Minimum Age (should have completed) | Maximum Age (should not have completed) |
|---------|---|-------------------------------------|---|
| 1. | For reserved categories i.e. SC /SC(A) /ST / MBC & DC / BC / BCM | 18 years | 35 years |
| 2. | For Others/ Unreserved categories [i.e., Applicants not belonging to SC / SC(A) / ST / MBC & DC / BC and BCM] [Persons belonging to other States / Union Territories i.e. except the State of Tamil Nadu and the Union Territory of Puducherry, will be treated only as 'Unreserved category candidates'] | 18 years | 30 years |

| | | | |
|----|---|----------|----------|
| 3. | For In-Service candidates [“ In Service candidate ” means – Fulltime member or approved / unapproved probationer of the Madras High Court Service or Tamil Nadu Judicial Ministerial Service or the Person appointed and continuing in service as “Co-Terminus” employee in the Madras High Court Service as on the date of publication of this Notification.] | 18 years | 45 years |
|----|---|----------|----------|

Explanation-

(i) Candidates should not have been born after **01.07.2001** and should not have been born before:

- (a) **02.07.1984** (in case of reserved categories viz. SC / SC(A) / ST / MBC&DC / BC / BCM)
- (b) **02.07.1989** (in case of ‘Others’ i.e., unreserved category candidates / Candidates from other States / Union Territories)
- (c) **02.07.1974** (in case of ‘In-service’ candidates)

(ii) The Persons belonging to the State of Tamil Nadu / Union Territory of Puducherry and belonging to one of the communities viz., Scheduled Caste or Scheduled Caste (Arunthathians) or Scheduled Tribe or Most Backward Classes & Denotified Communities or Backward Classes and Backward Classes (Muslims), as the case may be, will alone be treated as belonging to the respective communities. The Persons belonging to other States / Union Territories (i.e. except the State of Tamil Nadu and Union Territory of Puducherry) will be treated only as ‘Unreserved Category’, even though they may belong to one of the reserved communities in their respective States or Union Territories. Therefore, they cannot seek either age relaxation or reservation in appointment or fee concession, under any circumstances. They are required to fill up their category as “Unreserved Category (UR)” in the application form and can compete only under “Unreserved Category (UR)”, by paying requisite fee. **Applications of other State / other Union Territory candidates i.e. except the State of Tamil Nadu and Union Territory of Puducherry, who have applied by citing their communal status in their respective States / Union Territories and without paying prescribed fee and who are age barred (if they have completed 30 years of age as on 1.7.2019) will be summarily rejected and no correspondence in this regard will be entertained.**

(iii) No special age concession is applicable for Differently Abled Candidates, Destitute Widow and Ex-Servicemen.

(iv) The applicants who are full time members or approved / unapproved probationers in the Madras High Court Service or Tamil Nadu Judicial Ministerial Service should obtain “No Objection Certificate” from their Head of Department / Appointing Authority, as prescribed in **Annexure-B of the Common Instructions to**

Candidates, subsequent to this Notification and shall produce the same whenever called for. Failure to produce the 'No Objection Certificate', when called for, will lead to rejection of their candidature. However, such candidates need not submit their applications through proper channel. They can submit their on-line applications directly, after duly informing their Head of Department / Appointing Authority in writing. However, 'No Objection Certificate' is not necessary in the case of the co-terminus employees working in the Madras High Court as on the date of publication of this Notification.

B. EDUCATIONAL AND TECHNICAL QUALIFICATIONS:

| Sl. No | Name of the Post | Educational and Technical Qualifications |
|--------|--------------------------|---|
| 1. | Assistant | Any Bachelor Degree in Science, Arts, Commerce, Engineering, Medicine, or any other discipline of a recognised University in Indian Union, in 10+2+3 or 11+1+3 pattern. Preference will be given to the candidates having qualification in 'Computer on Office Automation' conducted by the Director of Technical Education or any other Diploma / Degree Course in Computer from a recognized University in the Indian Union. |
| 2. | Reader / Examiner | Any Bachelor Degree in Science, Arts, Commerce, Engineering, Medicine, or any other discipline of a recognised University in Indian Union, in 10+2+3 or 11+1+3 pattern. |
| 3. | Xerox Operator | |

5. EXAMINATION FEE :-

| Sl. No. | Category | Amount |
|---------|--|------------------------|
| (i) | BC / BCM / MBC & DC / Others | Rs.300/- for each post |
| (ii) | SC / SC(A) / ST (Fee exemption is applicable only to SC / SC(A) / ST candidates belonging to the State of Tamil Nadu / Union Territory of Puducherry) | Total Exemption |

| | | |
|-------|---|-----------------|
| (iii) | Differently Abled Persons and Destitute Widow of all communities: (a) For differently Abled Persons, the disability should not be less than 40% [Benchmark Disabilities] (b) For Destitute Widows, the Destitute Widow Certificate should have been obtained from Revenue Divisional Officer / Sub Collector / Assistant Collector. | Total Exemption |
|-------|---|-----------------|

Note:

1. Persons claiming Fee concession referred to above and other claims made in the application, have to produce evidence for such claims as and when called for. Otherwise, their applications will be summarily rejected and no correspondence in this regard will be entertained.
2. The application of the candidate who makes false claim/suppression of information for fee concession or age relaxation or any other benefits will be rejected at any stage of selection.

6. MODE OF SELECTION:-

The selection of candidates will be based on (a) Written Examination, (b) English Language Proficiency Test and (c) oral test in the following manner:

(A) WRITTEN EXAMINATION: (MAXIMUM MARKS: 100)

The Written Examination will consist of 100 multiple choice questions (**objective type**) in OMR Answer Sheets. Each question will carry one mark. Duration: 120 minutes. The question paper will consist of

| | | |
|---------|--|---|
| PART-A: | General English (Tamil Nadu State syllabus - SSLC Standard) (35 Marks) | Minimum Qualifying Marks: 11 |
| PART-B: | General Tamil (Tamil Nadu State syllabus - SSLC Standard) (15 Marks) | Minimum Qualifying Marks: 5 |
| PART-C: | (i)General Knowledge, (ii)Numerical and Mental Ability (iii)Analytical and Reasoning Skills (iv) General Intelligence (v)Basic knowledge in Computers (In all, for 50 Marks) | Degree standard Minimum Qualifying Marks: 15 |

Note:-

- The questions in Part - C of the Written Examination, will be bi-lingual i.e. both in English and Tamil. In case of any inconsistency between English

and Tamil versions of the questions, the English version will prevail over the Tamil version.

- The candidates for English Language Proficiency Test will be shortlisted, based on merit in the Written Examination, at a ratio not exceeding 10 times the number of vacancies or as may be decided by the Hon'ble High Court, following the rule of reservation. However, in each reservation group, all the candidates, who secure the same mark as that of the cut-off mark for their reservation group in the Written Examination, will be admitted to the English Language Proficiency Test. Therefore, mere securing the minimum qualifying marks in the Written Examination will not confer any right on the candidate to get qualified for the English Language Proficiency Test.
- Any representation from candidates for changing the dates of examination / selection process, change of examination centre, for relaxation of conditions mentioned in the advertisement or exam related direction or guidelines or minimum marks or qualification / requirement etc. or for revaluation / re-totalling will not be entertained, under any circumstances.

(B) ENGLISH LANGUAGE PROFICIENCY TEST (DESCRIPTIVE TYPE):
MAXIMUM MARKS: 100. DURATION: 120 MINUTES.
(MINIMUM QUALIFYING MARKS:30)

Syllabus (Tamil Nadu State syllabus - SSLC Standard)

- (i) Word, Phrases, Synonyms, Antonyms.
- (ii) Essay writing on general topics.
- (iii) Precise Writing.
- (iv) Grammar.
- (v) Translation From Tamil to English.
- (iv) Letter writing (formal).
- (vii) Summary writing.
- (viii) Legal terms.

(C) ORAL TEST:
(MAXIMUM MARKS: 15) (MINIMUM QUALIFYING MARKS: 5):

- (i) For Oral Test, the candidates will be shortlisted as per merit based on the combined marks secured by them in the Written Examination and English Language Proficiency Test, in the ratio of 1:2 or 1:3 or such number as may be decided by the Hon'ble High Court with reference to the number of vacancies from and out of the qualified candidates in Written Examination and English Proficiency Test, following the rule of reservation, for each post separately.

(The object of Oral Test is to assess the suitability of the candidates, by judging their mental alertness, skills, attitude, ethics, character, communication skill etc.)

(ii) Before Oral Test, the candidates shortlisted for the post of Assistant will be tested on their computer skills in Microsoft Word, Excel, Power point and Open Office as part of Oral Test.

(iii) Likewise, before Oral Test, the candidates shortlisted for the post of Xerox Operator, will be tested on their skill to operate the Xerox Machine, as part of Oral Test.

7. PREPARATION OF SELECTION LIST:

Selection of candidates will be made on the basis of combined marks secured by the candidates in the written examination, English Language Proficiency Test and Oral Test, as per-merit by following the Rule of reservation, for each post separately.

8. PLACE OF POSTING:

The selected candidates will be posted either at the Principal Seat at Madras or at Madurai Bench of the Madras High Court or Tamil Nadu State Judicial Academy, Chennai or Regional Centre of Tamil Nadu State Judicial Academy at Coimbatore or Madurai and are also liable to be transferred from one place to another at any time, depending on the administrative needs and exigencies.

9. EXAMINATION CENTRES:

(a) The Written Examination will be held at Chennai and/or any other place as may be decided by the Madras High Court. Request for change of venue will not be entertained under any circumstances.

(b) The English Language Proficiency Test and the Oral Test will be held at Chennai and the dates of the same will be intimated to the eligible candidates in due course, after written examination by Notification in the Recruitment Portal of the High Court, Madras.

(c) No TA/DA will be paid to the candidates to appear for the Written Examination / English Language Proficiency Test / Oral Test.

**HIGH COURT, MADRAS
DATED: 01/07/2019**

**C. KUMARAPPAN
REGISTRAR GENERAL**

ANNEXURE TO NOTIFICATION NO.127/2019
DISTRIBUTION OF VACANCIES FOR THE POST OF ASSISTANT

| Sl. No. | Category | Backlog vacancies | No. of vacancies | Total |
|--------------------|---|-------------------|------------------|------------|
| 1 | GT | 0 | 19 | 19 |
| 2 | GT (EX-SER) | 0 | 1 | 1 |
| 3 | GT (PSTM) | 0 | 5 | 5 |
| 4 | GT (W) | 0 | 7 | 7 |
| 5 | GT (W)(DW) | 0 | 1 | 1 |
| 6 | GT (W) (PSTM) | 0 | 2 | 2 |
| 7 | GT (W) (Deaf and Hard of Hearing) | 0 | 1 | 1 |
| 8 | BC (Other than Backward Class Muslim) | 0 | 15 | 15 |
| 9 | BC (Other than Backward Class Muslim) (EX-SER) | 0 | 2 | 2 |
| 10 | BC (Other than Backward Class Muslim) (PSTM) | 0 | 4 | 4 |
| 11 | BC (Other than Backward Class Muslim) (W) | 0 | 6 | 6 |
| 12 | BC (Other than Backward Class Muslim) (W)(DW) | 0 | 1 | 1 |
| 13 | BC (Other than Backward Class Muslim) (W)(PSTM) | 0 | 2 | 2 |
| 14 | BC (Other than Backward Class Muslim) (Blindness and Low Vision) | 0 | 1 | 1 |
| 15 | BC (Other than Backward Class Muslim) (Autism, Intellectual disability, specific Learning disability Mental illness / Multiple disability) | 0 | 1 | 1 |
| 16 | BC(M) | 0 | 1 | 1 |
| 17 | BC(M)(W) | 0 | 1 | 1 |
| 18 | BC(M)(W)(DW) | 0 | 1 | 1 |
| 19 | BC(M) (PSTM) | 0 | 1 | 1 |
| 20 | MBC/DC | 0 | 11 | 11 |
| 21 | MBC/DC (EX-SER) | 0 | 2 | 2 |
| 22 | MBC/DC (PSTM) | 0 | 3 | 3 |
| 23 | MBC/DC(W) | 1 | 5 | 6 |
| 24 | MBC/DC(W) (DW) | 1 | 0 | 1 |
| 25 | MBC/DC(W) (PSTM) | 0 | 2 | 2 |
| 26 | SC | 0 | 8 | 8 |
| 27 | SC (EX-SER) | 0 | 1 | 1 |
| 28 | SC (PSTM) | 0 | 2 | 2 |
| 29 | SC(W) | 0 | 4 | 4 |
| 30 | SC(W) (PSTM) | 0 | 1 | 1 |
| 31 | SC (Locomotor disability including cerebral palsy, Leprosy cured, dwarfism, Acid attack victims and Muscular Dystrophy) | 0 | 1 | 1 |
| 32 | SC (A) | 0 | 2 | 2 |
| 33 | SC(A)(W)(PSTM) | 0 | 1 | 1 |
| 34 | ST | 0 | 1 | 1 |
| 35 | ST (PSTM) | 0 | 1 | 1 |
| GRAND TOTAL | | 2 | 117 | 119 |

DISTRIBUTION OF VACANCIES FOR THE POST OF READER / EXAMINER

| Sl.No. | Category | No. of vacancies |
|--------|--|------------------|
| 1 | GT | 23 |
| 2 | GT (EX-SER) | 2 |
| 3 | GT (PSTM) | 6 |
| 4 | GT (W) | 10 |
| 5 | GT (W)(DW) | 2 |
| 6 | GT (W) (PSTM) | 2 |
| 7 | BC (Other than Backward Class Muslim) | 18 |
| 8 | BC (Other than Backward Class Muslim) (EX-SER) | 1 |
| 9 | BC (Other than Backward Class Muslim) (PSTM) | 5 |
| 10 | BC (Other than Backward Class Muslim) (EX-SER) (PSTM) | 1 |
| 11 | BC (Other than Backward Class Muslim) (W) | 7 |
| 12 | BC (Other than Backward Class Muslim) (W)(DW) | 1 |
| 13 | BC (Other than Backward Class Muslim) (W)(PSTM) | 2 |
| 14 | BC (Other than Backward Class Muslim) (Blindness and Low Vision) | 1 |
| 15 | BC (Other than Backward Class Muslim) (W) (Autism, Intellectual disability, specific Learning disability Mental illness / Multiple disability) | 1 |
| 16 | BC(M) | 3 |
| 17 | BC(M)(W) | 2 |
| 18 | MBC/DC | 14 |
| 19 | MBC / DC (EX-SER) | 1 |
| 20 | MBC/DC (PSTM) | 3 |
| 21 | MBC/DC(W) | 6 |
| 22 | MBC/DC (W) (DW) | 1 |
| 23 | MBC/DC(W) (PSTM) | 1 |
| 24 | MBC/DC (Blindness and Low vision) | 1 |
| 25 | MBC/DC (Deaf and Hard of Hearing) | 1 |
| 26 | SC | 10 |
| 27 | SC (EX-SER) | 1 |
| 28 | SC (PSTM) | 3 |
| 29 | SC(W) | 4 |
| 30 | SC (W) (DW) | 1 |
| 31 | SC(W) (PSTM) | 1 |
| 32 | SC (Locomotor disability including cerebral palsy, Leprosy cured, dwarfism, Acid attack victims and Muscular Dystrophy) | 1 |
| 33 | SC (A) | 3 |
| 34 | SC (A) (W) | 1 |
| 35 | SC(A)(W)(PSTM) | 1 |
| 36 | ST | 1 |
| | TOTAL | 142 |

DISTRIBUTION OF VACANCIES FOR THE POST OF XEROX OPERATOR

| Sl.No. | Category | No. of vacancies |
|--------|---|------------------|
| 1 | GT | 1 |
| 2 | GT (PSTM) | 1 |
| 3 | BC (Other than Backward Class Muslim) | 1 |
| 4 | BC (Other than Backward Class Muslim) (W)(DW) | 1 |
| 5 | MBC/DC | 1 |
| 6 | MBC/DC(W)(DW) | 1 |
| 7 | SC(W) (DW) | 1 |
| | TOTAL | 7 |