

THE HIGH COURT OF MEGHALAYA AT SHILLONG

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

Dated, Shillong the 23rd June, 2022

HCM.II/109/2020-Rect/1

.Applications are invited from citizens of India for filling up the following post in the High Court of Meghalaya, Shillong as under:-

| Sl. No. | Name of Post | Total no. of Posts | Scale of Pay (Level in Pay Matrix) | Eligibility Criteria/Experience | No. of reserved/unreserved Category against the post |
|---------|---------------------------------|--------------------|------------------------------------|--|---|
| 1 | Stenographer Grade - I | 1 | Level - 16 (₹. 49,000/-) | Bachelor's degree from a recognized University with diploma in Stenography in English with minimum speed of 120wpm in shorthand and typing speed of 50wpm in computer. | Garo |
| 2 | Junior Administrative Assistant | 9 | Level - 10 (₹. 35,100/-) | Bachelor's degree from a recognized University with knowledge of computer. | Unreserved=1, Any Other Scheduled Tribes=1, Khasi/Jaintia=3 Garo=4 |
| 3 | Junior Grade Translator (Hindi) | 1 | Level - 8 (₹. 30,300/-) | Graduate with Hindi as one of the languages at the degree level with Diploma/Certificate course in translation work from Hindi to English and vice versa from a University/Institute recognized by the Government. | Unreserved |
| 4 | Computer Operator | 1 | Level - 7 (₹. 28,400/-) | Bachelor's degree from a recognized University with Diploma/ Certificate in Computers. | Garo |
| 5 | Mali | 1 | Level - 1 (₹. 17,400/-) | SSLC passed from a recognized Board with knowledge of gardening work | Garo |

Submission of Application:

Candidates are advised to apply and submit their applications strictly through online mode by clicking on the **“Online Application”** icon appearing in the website viz. www.meghalayahighcourt.nic.in.

Applications received through any other mode shall not be accepted and will be summarily rejected.

For candidates applying for the first time through online mode, a one-time registration process is required to enable them to apply against the advertised vacancies/posts. Kindly read the instructions on the web page carefully before applying online. The last date for receiving online applications is on 23rd July, 2022 by 1700 hours.

Candidates who have already registered with the Recruitment Portal may log in and apply directly against the advertised vacancies/posts of their choice.

Payment for online applications

Application Fees for the said posts for general applicants is **Rs.400/- (Rupees Four hundred)** only and **Rs.200/- (Rupees Two hundred)** only for **Scheduled Caste/Scheduled Tribe**. Candidates may pay using the following modes:

1. ATM Cum Debit Card issued by State Bank of India or Net Banking of State Bank of India's account-holders. Please select ePayment and select State Bank of India in the Meghalaya Portal Page and proceed for payment.
2. Cash payment at any branch of SBI using eChallans: Candidates may also pay by Cash at any branch of SBI. For cash payments using eChallan, select Payment across Bank Counter and generate the eChallan. Take a print-out of the same and make the required payments. Payments must be made within 3 days from the last date of receipt of application. The amount once deposited shall not be refunded or adjusted against any other purpose.

NOTE: Departmental candidates may submit their applications through proper channel and such applications must reach the undersigned before the last date for submission.

A candidate for appointment to the High Court service who is not in permanent Government Service must not be more than 32 (Thirty-two) years of age in case of General Category candidates and 37 (thirty-seven) years of age in case of Scheduled Caste/Scheduled Tribe candidates at the time of his/her application. No application shall be entertained from a person whose age is less than 18 (eighteen) years.

General information

1. Candidates are to read the instructions given on the website.
2. The last date for submission of application shall be on **23rd July, 2022 by 1700 hours.**
3. No TA/DA shall be paid to the applicants for attending the examination or personal interview.
4. The Hon'ble the Chief Justice reserves the right to relax any conditions mentioned in this Advertisement.
5. For further details, the Registry of the High Court of Meghalaya may be contacted during office hours.
6. *The undersigned reserves the right to cancel the recruitment process without assigning any reasons therefor.*


REGISTRAR GENERAL

Memo. No. HCM.II/109/2020-Rect/1-A Dated, Shg., the 23rd June, 2022

Copy to:-

1. The Registrar- cum- Principal Private Secretary to Hon'ble the Chief Justice, High Court of Meghalaya, Shillong for his Lordship's information.
2. The Private Secretary to Hon'ble Mr. Justice H.S. Thangkhiew, High Court of Meghalaya, Shillong for his Lordship's information.
3. The Private Secretary to Hon'ble Mr. Justice W. Diengdoh, High Court of Meghalaya, Shillong for his Lordship's information.
4. The Secretary to the Government of Meghalaya, Law Department, Shillong.
5. Shri. A.M. Ripnar, Registrar (Judicial Service), High Court of Meghalaya, Shillong for information.
6. The District & Sessions Judge,
Shillong/ Jowai/ Tura/ Nongpoh/ Nongstoin/ Williamnagar/
Mawkyrwat/ Ampati/ Khliehriat/ Baghmara/ Resubelpara.
7. The Director, Directorate of Information Public Relations, Meghalaya, Shillong, *with a request to cause publication of the advertisement in the local dailies i.e., The Shillong Times, U Nongsain Hima and Salantini Janera.*
8. Shri. K.J. Lyngdoh, Joint Registrar (Listing) cum OSD to Hon'ble Chief Justice, High Court of Meghalaya, Shillong for information.
9. The Assistant Registrar, i/c Establishment Section, High Court of Meghalaya, Shillong for information.
10. The System Analyst, High Court of Meghalaya, Shillong for uploading the advertisement on the website on **23rd June, 2022.**
11. Shri. Gulrez A. Sohliya, Scientist 'D', NIC, Meghalaya, Shillong with a request to reflect the advertisement on the Online Portal on **23rd June, 2022.**
12. Notice Board.
13. Office file.


REGISTRAR GENERAL