

HIGH COURT OF JUDICATURE AT ALLAHABAD
ACCOUNTS (A-1) SECTION
NOTICE

No. 8036 /Accounts (A-1):Allahabad: Dated: 14-12-2018.

1. Applications are invited from the Review Officers/Assistant Review Officers of the High Court having not less than five years continuous service in the Establishment of High Court, Allahabad, as on 31.10.2018 for selection through competitive examination for appointment as Bench Secretary Grade-I, in the pay scale PB-3 Rs.15600-39100 Grade Pay 5400 (Level-10 revised as per 7th Pay Commission).
2. Preference shall be given to the candidates possessing a Law Degree. Knowledge of Computer is essential.
3. Number of Vacancies are 43 (which may decrease or increase).
4. Eligible candidates may submit their applications before the Registrar(J) (S&A/Establishment), High Court, Allahabad through proper channel on or before 05-01-2019 on prescribed proforma attached herewith.
5. The eligible candidates will be called for written examination. The candidates, who qualify in the written examination, will be called for interview and the final selection will be made on the basis of total marks obtained by the candidates in the written examination and interview.
6. The applicants are informed that once they join the post of Bench Secretary Grade-I, they will not be permitted to return in their parent cadre.

Enclosure : As above.

Mayank K. Jaiswal
REGISTRAR GENERAL 14.12.18

Serial No. _____

Date of Receipt : _____

FORMAT OF APPLICATION

Application for the post of Bench Secretary Grade-I Examination-2018

1. Name of Applicant :
2. Employee Number :
3. Father's Name :
4. Qualification :

(In case of Law Graduate
attested copy of Law Degrees be
annexed)

5. Present Designation :
6. Section
(Where presently posted) :
7. Date of initial appointment in :
High Court in Class III
(with name of post)
8. Length of Service in High Court :
9. Other Information, if any : (i)

(ii)

Dated :

Signature of the Applicant

Note :The application should be submitted through proper channel before the Registrar(J)(S&A/Establishment), High Court, Allahabad.

HIGH COURT OF JUDICATURE AT ALLAHABAD

ESTABLISHMENT SECTION

NOTICE

No 8037 / Establishment: Dated: Allahabad: 14-12, 2018.

Vide orders dated 28.05.2018 of Hon'ble the Chief Justice, it is inform to all concerned that the syllabus as well as procedure of the Departmental Examination-2018 to the post of Bench Secretary Grade-I is as under:

(1) Rules of the Court:

Chapter I:	Rules - 3, 4, 6 & 7
Chapter V:	Rules - 1, 5, 8 to 11 & 13 to 16.
Chapter VI:	Rules - 1,2,3,4,7,8,10,12,13 & 17
Chapter VIII:	Rules - 2,3,12,14, 24, 25, 33, 37, 38, 38-A,39 & 40
Chapter IX:	Rules - 1 to 12 & 14 to 21
Chapter XII:	Rules - Rules 3 & 4
Chapter XIII:	Rules - Rules 1 to 10
Chapter XV:	Rules - 3,8,9, 11 & 18
Chapter XVI:	Rules - 3,6,7 & 11
Chapter XXI:	Rules - 1 & 7
Chapter XXII:	Rules - 2, 7,8 & 13
Chapter XXIII:	Rules - 3, 6 & 28
Chapter XXVII:	Rules - 4 & 6

(2) Code of Civil Procedure:

Order XXII
Order XXIII
Order XXXIX Rule - 1.
Order XLI - Rules 3,3-A,5,11,11-A,20,23,23-A,25,26,26-A & 27.
Order XLI A
Order XLII
Order XLIII Rules 1 & 1-A
Order XLIV Rules 1 & 2
Order XLV
Order XLVI Rules 1,2,3,4,4-A & 5.
Order XLVII Rule 1, 4 & 5.

AND

Elementary knowledge of sections: 24,96,100,100-A,113,114,115, 148-A & 151 of C.P.C.

(3) Code of Criminal Procedure:

Sections: 374, 375, 376, 377, 378, 380, 384, 388, 389, 392, 393, 395, 397, 398, 400, 401, 407, 436, 437, 439, 482 & 483.

(4) Constitution of India:

Elementary knowledge of Articles 32, 133, 134, 134-A, 226, 227 & 228.

(5) Translation from Hindi to English

(6) Translation from English to Hindi

(7) Knowledge of Computer Operation

The procedure of the Departmental Examination of Bench Secretary Grade-I comprise of the following stages:-

Stage I	Written Test	Paper-I (Objective Type Test on O.M.R. Sheet)	(i)	Rules of the Court, 1952	150 Marks
			(ii)	Code of Civil Procedure	
			(iii)	Code of Criminal Procedure	
			(iv)	The Constitution of India	
			(v)	Knowledge of computer operation.	
		Paper II (Subjective Type Test)	Language -		50 Marks
(i)	Translation (Hindi to English)				
(ii)	(Translation (English to Hindi)				
Stage 2	Interview		(i)	Viva-voce	25 Marks
TOTAL MARKS					225 Marks

It is to inform that the Stage-I examination shall be of 03(three) hours and it is mandatory to the candidates to secure more than 40% marks in the written examination as well as in the Interview individually for the final selection to the post of Bench Secretary Grade-I. It is also to inform that once they join the post of Bench Secretary Grade-I, they will not be permitted to return in their parent cadre.

M. Pandey
14.12.2018
REGISTRAR(J)(S&A/E)

No 8038 / Establishment: Dated: Allahabad: 14-12-, 2018.

Copy forwarded for information and necessary action to:

1. The Senior Registrar, High Court, Lucknow with the request to direct concerned to circulate the above Notice for publicity amongst the officials of the High Court, Lucknow Bench, Lucknow.
2. Notice Board for display.

M. Pandey
14.12.2018
REGISTRAR(J)(S&A/E)