

OFFICE OF THE PRL. DISTRICT AND SESSIONS JUDGE, GADAG.

NOTIFICATION NO. 01/2017

DATED 23/02/2017.

Recruitment for the post of STENOGRAPHERS.

**Last date of submission of application through online in on
03/04/2017.**

**Payment of fee through Online/Challan to STATE BANK OF INDIA
till 07/04/2017.**

Online applications in the prescribed format are invited from candidates who are qualified as on the last date fixed for submission of applications for recruitment to 11 posts of Stenographers in the establishment of the District and Sub-ordinate Courts, Gadag through online link. **Applications sent in any other mode except online will not be considered.**

<http://ecourts.gov.in/gadag/online-recruitment>.

Stenographer (11 posts)

1) QUALIFICATION :

- a) The candidates must have passed SSLC or equivalent examination.
- b) The candidates must have passed Senior Type writing and Senior Shorthand both in Kannada and English language examination conducted by the Department of Public Instructions of the Karnataka Secondary Examination Board or possess an Equivalent Qualification.

2) SCALE OF PAY : Rs.14550-350-15600-400-17200-450-19000-500-21000-600-24600-700-26700 with admissible allowances.

3) CLASSIFICATION OF VACANCIES

- a) Category – I (Lady)
- b) General Merit (Rural)
- c) Scheduled Caste (Rural)
- d) General Merit (Plan Displaced Person)

- e) Category II-B (Lady)
- f) General Merit (Lady)
- g) Category II-A (Rural)
- h) General Merit (Other)
- i) Scheduled Tribe (Lady)
- j) General Merit (Ex.M.P)
- k) Scheduled Caste (Others)

4) **MODE OF SELECTION**

The selection of candidates will be made in accordance with the provisions of the Karnataka Subordinate Courts (Ministerial and other posts) (Recruitment) (Amendment) Rules 2007.

- a) The candidates shall appear for qualifying test where they shall take dictation of 5 minutes duration at the speed of 120 words per minute and they shall transcribe it within the duration of 45 minutes.
- b) The qualifying test consists of 100 marks. The candidate shall secure minimum 50 marks for passing the test. The number of candidates eligible for interview shall be equal to five times of the total number of vacancies notified.
- l) 5 marks prescribed for interview.

5) **PROBATION**

Selected candidates will be appointed on probation for a period of two years and the provisions of Karnataka Civil Service (Probation) Rules 1977 shall MUTATIS MUTANDIS apply to be candidates so selected. During the probation the candidates shall pass the Kannada Language Examination and Departmental Examinations prescribed to the post under the Karnataka Civil Service (Service and Kannada Language Examination) Rules 1974.

6) **AGE LIMIT**

Candidates must have attained 18 years on the last date fixed for receipt of applications online and must have not attained the age of :

- a) 40 years in case of persons belonging to SC/ ST and Category-I.
- b) 38 years in case of persons belonging to any of the Category II-A/ II-B/ III-A/ III-B and other Backward classes.
- c) 35 years in case of General Merit.
- d) Notwithstanding anything contained in Rule 6 (1) of the Karnataka Civil Services (General Recruitment) Rules 1977, the maximum age limit for appointment shall be deemed to be enhanced in the following cases to the extent mentioned, namely :-
 - i) In the case of a candidate who is or was holding a post under the Government or a local authority or a corporation established by a State Act or a Central Act or established by the Government under a State Act or Central Act and owned or controlled by the Government by the number of years during which he/ she is or was holding such post or 10 whichever is less.
 - ii) In the case of a candidate who is an Ex-serviceman, by three years plus the number of years of service rendered by him in the Armed forces of the union.
 - iii) In the case of a candidate who is physically handicapped, by 10 years.
 - iv) In the case of a candidate who is a widow, by ten years.
- e) The minimum and maximum age limit will be as on the last date of applying online.

7) **CANDIDATES CLAIMING RESERVATION.**

- a) Under SC/ ST, Category I/ II-A/ II-B/ III-A/ III-B shall possess the certificates in the form as prescribed by the Government of Karnataka and issued by the competent authority on or before the last date of applying online.
 - b) Claiming reservation under Rural (Form No.1 & 2 in case of candidates for General merit rural category and only Form No.2 in case of candidates for other rural categories) / Physically Challenged/ Ex-serviceman/ Kannada Medium/ Disabled for projects/ Widow candidates shall possess the certificate issued by the competent authorities on or before the last date of applying online.
 - c) The candidates claiming benefits under Sl.No. (a) and (b) above shall possess the relevant certificates, issued by the competent Authorities on or before the last date of applying online.
 - d) Candidates, who are in service of Union of India/ State Government and their undertaking should possess the "No Objection Certificate" issued by the concerned authority at the time of verification of documents/ further tests.
- 8) The candidates called for the documents verification/ qualifying test/ competitive examination and interview, shall furnish the necessary documents with regard to Educational Qualification, Caste, Date of Birth, Reservation claimed with regard to Rural / Physically Handicapped/ Ex-Serviceman/ Kannada Medium/ Project Disabled Person/ Widow for verification. On verification, if the information furnished by the candidate in the application is found to be false, then their candidature is liable for rejection and also they are liable for criminal prosecution for furnishing false information.

9) **COMPUTER LITERACY TEST.**

The selected candidates shall pass the Computer Literacy Test as may be prescribed by the Government of Karnataka as per Notification No.DPAR 43 SER 2008 Bengaluru dated 07-03-2012 by securing not less than 60% of marks, within three months from the date of selection, unless the selection stands cancelled.

10) **METHOD OF PAYMENT OF FEE.**

- a) The candidate shall pay fee of Rs.100/- (Rupees One Hundred Only) by any of the following mode of payment as per details. The candidates belonging to Category-I/ Scheduled Caste/ Scheduled Tribe shall pay fee Rs.50/-.
- b) Candidates have to enter correctly their Reference Application Number and other details such as name, date of birth and mobile number in State Bank of India payment page.
- c) Candidate can make payment through :
 - i) Online (Credit Card, Debit Card, Net Banking for SBI Accounts only,)
 - ii) Offline/ Bank Payment- Generate challan form on online, download in PDF format and shall remit the prescribed fee in any branch of SBI. (System needs to support PDF reader-like Abode, Acrobat).
- d) Fee once paid will not be refunded under any circumstances.
- e) Regarding payment of applications fee, banking related queries/ clarification please contact concerned SBI Bank.
- f) After successful online payment, candidates should save a copy of receipt for their future reference and they need not scan and upload the receipt.

- g) Candidates paying through offline/ SBI Branch payment need not scan and upload endorsed challan in the website after successful payment of fees. Candidates to retain the paid challan for their future reference.
 - h) If apply under more than one category, candidates shall pay fee separately for each category.
11. The candidates who attempt to obtain extraneous support by any means for candidature shall not be eligible for appointment.
 12. The candidates shall possess the following certificates mentioned below issued by the competent authority on or before the last date of applying through Online and have to submit at the time of verification of documents called for the test/ interview.
 - a) Three certificates of good character given not more than 6 months earlier, one from Principal of College/ Head Master/ Head Mistress or Institution in which he / she had last studied and two from respectable persons unconnected with him/ her testifying to his /her character certificate.
 - b) Self attested copy of SSLC marks card/ TC in support of age proof.
 - c) Citizenship Certificate (where the candidate is not a citizen of Indian by birth) issued by the DC/ District Magistrate of the District in which the candidate is residing.
 13. If sufficient number of eligible candidates in Women, Ex-Serviceman, Physically Challenged, Candidates displaced by Projects, Rural Candidates and Kannada Medium Candidates are not available to the extent of the percentage, the unfilled vacancies would be filled up by such categories by men candidates and other candidates belonging to the same category respectively.

General Instructions to the Candidates. Candidate shall follow the below mentioned instructions compulsorily before filling up of the application through online.

1. Candidates shall read all the instructions carefully before submitting online application, so as to avoid the mistakes/ rejection.
2. Candidates shall provide the Mobile Number (Compulsory) and valid e-mail ID (if any) for communication at relevant columns while submitting online application. The authority is not responsible for non-receipt of SMS or e-mail.
3. Candidates shall provide photograph and signature scan separately. The candidates shall scan his/ her latest passport size photograph with white background **(having 5 cm of length X 3.6 cm of breadth with maximum size 50 kb in jpg format)** and signature on white paper in black ball point pen **(having 2.5 cm of length X 7.5 cm of breadth with maximum size 26 kb in jpg format)** separately and upload the same, while submitting the online application.
4. Print out of submitted Application Form and the copy of payment receipt/ challan have to be preserved by the candidate till completion of recruitment process.
5. To avoid last minute rush, the candidates are advised to submit the Online applications well in advance. The website will accept the applications round the clock till 11 : 59 p.m. on 03/04/2017.

Last dates :

- a) To register/ submit online applications is on or before 03/04/2017.
- b) For online payment of fee through **Net Banking/ Credit/ Debit** and also **Generation of challan** is on 07/04/2017.
- c) To remit **challan** form to **SBI Bank is** on 07/04/2017.
6. Intimation will be sent to the eligible candidates through SMS and e-mail provided. The list of eligible candidates for Qualifying test or competitive

examination will also be notified in District Court, Gadag website URL link <http://ecourts.gov.in/india/karnataka/gadag/recruitment> for downloading the call letter. Candidate must bring his / her Call Letter for Tests/ Viva-voce.

7. The candidate called for tests/ viva-voce will have to appear for the same at their own cost.
8. The candidates shall obtain the prescribed forms of the below mentioned certificates before the last date for submitting Online application from the concerned competent authorities and shall produce all the original testimonials at the time of verification during competitive test. The certificates obtained after the last date fixed for submitting online applications would not be considered.
 - a) Online submitted application print out.
 - b) The copy of application fee paid receipt/ challan.
 - c) SSLC or equivalent certificate showing the date of birth.
 - d) Kannada and English Shorthand Senior grade marks cards.
 - e) Kannada and English Type writing Senior grade marks cards.
 - f) No objection certificate (in service candidates).
 - g) Caste certificate, if reservation claimed under SC/ ST/ Cat-I/II-A/ II-B/III-A/III-B in prescribed formats issued by the competent authority.
 - h) The discharge certificate from military service (Ex-Serviceman), if reservation claimed.
 - i) Rural certificate in the prescribed form, if reservation claimed.
 - j) Kannada Medium Certificate in the prescribed form, if reservation claimed. (If post is notified).
 - k) Physically handicapped certificate issued by the competent authority, if reservation claimed. (If post is notified).
 - l) Certificate from the concerned authority regarding displaced by projects.

9. While applying online application for the post, the candidates shall ensure that, he / she fulfils the eligibility and other norms as mentioned above and that all the particulars furnished by him/ her are correct in all respects. In case, it is detected at any stage of recruitment that, candidate does not fulfill the eligibility norms and / that he/ she has suppressed/ twisted or truncated any material facts, his/ her candidature shall stand cancelled. If any of these short comings is detected even after appointment, his / her appointment is liable to be terminated. Furnishing of wrong, incomplete and incorrect information would not only lead to disqualification but the candidate is also liable for criminal prosecution.
10. The candidates shall not upload any of these original or attested copies of documents/ certificates at the stage of submitting the online application.
11. The candidates shall produce all the original testimonials along with one set of photocopies at the time of verification during competitive tests/ viva-voce.
12. If any candidate is found attempting/ obtaining extraneous support by any means for candidature from any officials or non-officials, he / she will not be eligible for appointment.

Place: Gadag
Date : 23/02/2017.

Sd/-
(K.Nagarathna)
Prl. District and Sessions Judge
Gadag