

HIGH COURT OF GUJARAT AT SOLA, AHMEDABADWebsite: www.gujarathighcourt.nic.in AND <http://hc-ojas.guj.nic.in>**ADVERTISEMENT NO. RC/1434/2016 (I)****CENTRALIZED RECRUITMENT TO THE POSTS OF
ENGLISH & GUJARATI STENOGRAPHERS (GRADE- I & II)
IN THE SUBORDINATE COURTS OF THE STATE OF GUJARAT**

Starting date for submission of On-line Application	01/10/2016 (12:00 hours)
Closing date for submission of On-line Application	15/10/2016 (23:59 hours)
TENTATIVE Schedule for Examination / Test	
English / Gujarati Stenographer Grade-I	
Stenography / Skill Test	19/11/2016
Viva-voce Test (Oral Interview)	December'16 / January'17
English / Gujarati Stenographer Grade-II	
Written Examination (Objective Type – MCQs)	20/11/2016 (Morning Session)
Stenography / Skill Test	20/11/2016 (Afternoon Session)

The High Court of Gujarat invites '**On-line Applications**', from the eligible candidates, for filling up a total **234** vacancies, on the establishments of the **Subordinate Courts in the State of Gujarat**, by way of Competitive Examinations, vis-a-vis the various Posts, as arrayed below :

Category-wise Vacancies (as on 01/04/2016) :

Sr. No.	Name of Post & Pay-Scale with Grade Pay	Category					Total Vacancies
		General	SC	ST	SEBC	PH	
1	English Stenographer Grade – I (Class-II) ₹9,300-34,800/-, Grade Pay ₹4600/-	47	02	03	11	--	63
2	English Stenographer Grade – II (Class-III) ₹9,300-34,800/-, Grade Pay ₹4400/-	39	02	04	12	--	57
3	Gujarati Stenographer Grade – I (Class-II) ₹9,300-34,800/-, Grade Pay ₹4600/-	39	--	01	05	--	45
4	Gujarati Stenographer Grade – II (Class-III) ₹9,300-34,800/-, Grade Pay Rs.4400/-	43	03	08	15	--	69
	TOTAL →	168	07	16	43	--	234

Notes :

- a) The break-up of the total number of vacancies vis-a-vis the various reserved Class/categories, for the different posts/cadres in the various Districts, is annexed hereto at **Annexure-“A”**, at Page No.16 & 17.
- b) The High Court reserves its right **to adjust/alter** the number of vacancies notified.

1. ELIGIBILITY CRITERIA :

(As on 15/10/2016, i.e. Last Date for submitting the Online Application)

Post	Qualifications
English Stenographer Grade – I (Class-II)	<ol style="list-style-type: none"> 1. Graduate in any discipline from a recognized university or any equivalent qualification recognized as such by the Government. 2. Speed in English Short Hand 120 w.p.m. 3. Basic knowledge of Computer Operation is essential as per Government Resolution dated 13/08/2008. 4. Sufficient knowledge of English, Gujarati & Hindi Language
English Stenographer Grade – II (Class-III)	<ol style="list-style-type: none"> 1. Graduate in any discipline from a recognized university or any equivalent qualification recognized as such by the Government. 2. Speed in English Short Hand 100 w.p.m. 3. Basic knowledge of Computer Operation is essential as per Government Resolution dated 13/08/2008. 4. Sufficient knowledge of English, Gujarati & Hindi Language
Gujarati Stenographer Grade – I (Class-II)	<ol style="list-style-type: none"> 1. Graduate in any discipline from a recognized university or any equivalent qualification recognized as such by the Government. 2. Speed in Gujarati Short Hand 90 w.p.m. 3. Basic knowledge of Computer Operation is essential as per Government Resolution dated 13/08/2008. 4. Sufficient knowledge of English, Gujarati & Hindi Language
Gujarati Stenographer Grade – II (Class-III)	<ol style="list-style-type: none"> 1. Graduate in any discipline from a recognized university or any equivalent qualification recognized as such by the Government. 2. Speed in Gujarati Short Hand 75 w.p.m. 3. Basic knowledge of Computer Operation is essential as per Government Resolution dated 13/08/2008. 4. Sufficient knowledge of English, Gujarati & Hindi Language

2. AGE LIMITS :

(As on 15/10/2016, i.e. Last Date for submitting the Online Application)

- (a) A Candidate applying for English Stenographer Grade-I or Gujarati Stenographer Grade-I, shall not be less than **21 years** and not more than **40 years** of age and for English Stenographer Grade-II or Gujarati Stenographer Grade-II, shall not be less than **21 years** and not more than **35 years** of age, as on 15/10/2016 i.e. the Last Date for submitting the Online Application.

- (b) The **Upper Age Limit** may be **relaxed** as follows:

Category	Age Relaxation
Unreserved Candidates	-
Women Candidates	5 years
SC/ST/SEBC Candidates (of Gujarat origin ONLY)	5 Years
Differently Abled Persons	10 Years
Ex-Servicemen	Actual service rendered plus 3 Years
Employees working in the State Government	05 Years OR to the extent of equal number of years for which service has been put in by him/her, whichever is less.

- (c) In any case, the Upper Age Limit for any Candidate under any Category/Class, **shall NOT exceed 45 Years**, while availing the above mentioned Age Relaxations, as on **15/10/2016** i.e. the Last Date of submitting the 'Online Application'.

3. **RESERVATION :**

- (a) Reservation for various Categories and Classes of Posts with respect to Scheduled Castes, Scheduled Tribes, Socially and Educationally Backward Classes, Differently Abled Persons, Women & Ex-Servicemen shall be in accordance with the **prevailing Rules/Orders** of the Government.
- (b) Candidates belonging to the Reserved Categories (SC/ST/SEBC) of the Gujarat origin, shall **ONLY** be eligible for Reservation benefits.
- (c) In case of Non-availability of sufficient number of Candidates belonging to Scheduled Castes, Scheduled Tribes, Socially and Educationally Backward Classes, the same may be considered for being filled-in by the Un-reserved Candidates, subject to those vacancies being dealt with in accordance with law.

4. **FEES AND MODE OF PAYMENT :**

- (a) Candidate have to pay **separate Fees for each post** and Fees **paid between 01/10/2016 to 15/10/2016** (both days inclusive) shall be considered as **VALID**.

- (b) Candidates belonging to **Scheduled Castes, Scheduled Tribes, Socially & Educationally Backward Classes, Differently Abled Persons and Ex-Servicemen** are required to pay Examination Fees of **₹250/-** (plus the usual Bank Charges) and all other Candidates are required to pay **Examination Fees of ₹500/-** (plus the usual Bank Charges), through any of the Core Banking Service Branches of the **State Bank of India**, using the Special Format of '**CASH VOUCHER**', as appended to this Advertisement, **from 01/10/2016 to 15/10/2016, during the Bank Working Days and Hours.**
- (c) The concerned Bank Branch, will retain '**Bank Copy**' of the Cash Voucher and return the other '**Office Copy**' & '**Candidate's Copy**' to the Candidate, as '**Receipts**'.
- Note :** Candidates will have to preserve both the copies of the Cash Voucher i.e. '**Office Copy**' & '**Candidate's Copy**' and **produce the same at the every stage** of the Recruitment Process, on demand.
- (d) The 'Online Application', submitted & confirmed by a Candidate, shall be considered as '**Valid Application**' only after he/she remits the **Examination Fees**, as required in the State Bank of India (Core Banking Services Branches) concerned, before the stipulated closure time, and obtains due receipts, as afore stated.
- (e) Examination Fees paid by **any other mode, will NOT be considered** valid / accepted.
- (f) **Fees once remitted**, into the concerned Account, shall not be **refunded or adjusted** for any subsequent Recruitment Process, **under any circumstances.**
- (g) **No correspondence/communications/Calls**, should be made, to the High Court, on this count.

5. **SCHEME OF EXAMINATION :**

I. **For the Posts of English / Gujarati Stenographer Grade-I :**

(A) **Stenography Test : [Tentatively scheduled on 19/11/2016]**

- (i) The Selection will be made on the basis of performance in **Stenography Test of 60 Marks.** The particulars thereof, are as follow :

Post	Duration of Dictation per Passage	Total Passages	Speed of Dictation	Words per Passage	Total Transcription Time
English Steno. Grade-I (Class-II)	4 minutes	2	120 w.p.m.	480	50 minutes
Gujarati Steno. Grade-I (Class-II)	4 minutes	2	90 w.p.m.	360	75 minutes

- (ii) Candidate shall have to write the Dictation in Shorthand Notations ONLY.
- (iii) The Candidate securing minimum **50% Marks** in the Stenography Test, shall only be eligible for being called for Viva-Voce Test (Oral Interview).
- (iv) In case, large number of Candidates qualify in the Stenography Test, it will be open for the High Court **to restrict the number** of Candidates as deemed necessary, according to Merit.

(B) Viva-voce Test :

[Tentatively scheduled in the month of **December'16 / January'17**]

- (i) Viva-voce Test shall be of **40 Marks**.
- (ii) Suitability of the Candidates, at the Viva-voce Test, will be assessed on the basis of one's Mental Alertness, General Knowledge, Current affairs, Clear and logical exposition, Skills, Ethics, Power of assimilation, Power of communication, Character and Analytical ability, etc.

- (C) The Select List & Wait List will be prepared on the basis of 50% Aggregate Marks obtained by the Candidates in Stenography/Skill Test and the Viva-voce Test.**

II. For the Posts of English / Gujarati Stenographer Grade-II :

(A) Written Test (Objective Type-MCQs) :

[Tentatively scheduled on **20/11/2016 (Morning Session)**]

- (i) The Written Test (Objective Type) consisting of Multiple Choice Questions (MCQs), shall be administered 'On-line', through a 'Computer-Based Examination System' and shall be evaluated by real-time assessments, as per entries made by the Candidate, in Computer itself, at the end of the said Written Test and therefore, re-evaluation of entries/answers, subsequent to Written Test, will NOT be entertained by the High Court.
- (ii) Written Test will be of **40 Marks** (Duration : **1 Hour**), each Question of 1 Mark, without Negative Marking.

- (iii) Written Test will be consisting of General Knowledge, General English, Gujarati Language, Current Affairs, Numerical & Mental Ability, Computer Fundamentals / Operation etc.
- (iv) The Candidate securing minimum **50% Marks** in Written Test, shall only be called for next stage i.e. Stenography / Skill Test.

(B) Stenography Test :

[Tentatively scheduled on 20/11/2016 (Afternoon Session)]

- (i) The Selection will be made on the basis of performance in **Stenography Test of 60 Marks**. The particulars thereof, are as follow :

Post	Duration of Dictation	Total Passages	Speed of Dictation	Words per passage	Total Transcription Time
English Steno. Grade-II (Class-III)	4 minutes	2	100 w.p.m.	400	50 minutes
Gujarati Steno. Grade-II (Class-III)	4 minutes	2	75 w.p.m.	300	60 minutes

- (ii) Candidate shall have to write the Dictation in Shorthand Notations ONLY.
- (iii) Candidate shall have to secure minimum **50% Marks** in the Stenography Test.
- (C) In case, large number of Candidates qualify in the succeeding tiers of Examinations, it will be open for the High Court to restrict the number of Candidates, as deemed necessary, according to Merit, for the Next Stage of the Recruitment Process.
- (D) The **Select List & Wait List** will be prepared on the basis of **Aggregate Marks** obtained by the Candidates in the **Stenography Test & the Written Test**.

III. For all the respective Posts :

- (a) The Candidate shall download his/her respective Call-letters, from the Websites above-mentioned, during the preceding One Week of the Stenography / Written-MCQs / Viva-voce Test.
- (b) The High Court shall prepare the Select List for the respective cadres, in the order of Merit. The number of candidates to be included in the Select List shall be equal to the number of vacancies notified.
- (c) The Candidates whose names are included in the Select List so prepared shall be recommended for appointment in order of merit having due regard to the **preference for the Districts** given by the candidates.

- (d) The District-wise list of candidates recommended for appointment shall be forwarded to the Principal Judicial Officer of the concerned District / Court, as per available vacancies. Such List shall be prepared **on the basis of merits of the candidates and preferences for Districts** indicated by them. If on the basis of merit position of a Candidate or for any other reasons, it is not possible to recommend him/her in any of the Districts of his/her choice, he/she may be recommended for appointment in any other District.
- (i) If a Candidate's position is down below in the Merit-List, and places of other Districts of his/her choice have been filled-up from amongst the Candidates who are higher in the Merit List, in that case, his/her name may be recommended for any other District, which may be the District nearer to Districts of his/her choice.
- (ii) Nonetheless, **irrespective of the option(s)** for Posting given, the Selected / Wait-Listed Candidate, shall have **no indefeasible right of Posting qua the District of his/her choice and the High Court of Gujarat reserves the right for Posting** any Candidate in any District / establishment as also that of transfer of Posting.
- (e) On the basis of recommendations made by the Committee, the Principal Judicial Officer of the District shall issue **Appointment Letter** to the concerned candidate.
- (f) Any candidate **who does not accept such appointment** shall lose his/her right to appointment and shall not be considered for appointment in future on the basis of the Select List in question.
- (g) The **Wait List** shall consist of not more than **10%** of the number of vacancies notified, subject to other requirements and shall be operated **ONLY** in case of non-joining of Candidate(s) or Cancellation of the candidature of a Candidate.
- (h) The **Select List & Wait List** shall remain in force until the posts advertised are filled-up or for a period of **1 (One) Year**, from the date of its publication, whichever is earlier.

6. **DISQUALIFICATION FOR APPOINTMENT :**

No person shall be eligible for appointment to the service –

- (a) unless he/she is a **citizen** of India.
- (b) if he/she is **dismissed** from service by Central Government or any State Government or U.Ts. or any High Court or Statutory or Local Authority.
- (c) if he/she has been **convicted** of an offence involving moral turpitude or who is or has been permanently **debarred** or disqualified by the High Court or the Union/State Public Service Commission or by any Recruiting

or Examination Conducting Authority from appearing in Competitive Examinations or Selections.

- (d) if he/she directly or indirectly **influences** the Recruiting Authority by any means for his/her candidature.
- (e) if he is a man, has **more than one wife** living. And, if a woman, has married a **man** already having **another** wife.

7. HOW TO APPLY :

- (a) Before filling-up the '**On-line Application**', Candidate is advised to **thoroughly read and understand the Detailed Advertisement** and the Instructions therein and should ensure that he/she fulfills all the **eligibility criteria and other norms** mentioned above and that the particulars filled-in by him/her are **true and correct** in all respects.

In case, it is detected at any stage of Recruitment Process or even after Appointment, that a Candidate does/did not fulfill the eligibility norms and/or that he/she has/had **suppressed / twisted or truncated any material facts**, his/her **Candidature** shall be liable to be **Cancelled**. If, any of these shortcomings is/are detected even after **Appointment**, his/her service will be liable to be **terminated** with immediate effect.

- (b) All eligible Candidates **ONLY After Payment** of their requisite **Examination Fees** as mentioned in **Para No.4** above, should apply '**On-line**', through the link provided in High Court Website <http://hc-ojas.guj.nic.in>, in the prescribed format **from 01/10/2016 to 15/10/2016**. Please note that the Last Date for submission of On-line Application is **15/10/2016 till 23:59 hours**.
- (c) Candidate should have his/her own/family 'registered' **Mobile Number** and the same should be kept active during the entire Recruitment Process.
- (d) Candidate should scan his/her **photograph** having **5 c.m. of height and 3.6 c.m. of width (15kb)** and **signature** having **2.5 c.m. of height and 7.5 c.m. of width (15kb)** in **jpg format**, for uploading the same at relevant space in the On-line Application.
- (e) **Steps for submitting 'On-line Application' through the 'OJAS' Module :**
 - i) Fill-up all the Fields given in On-line Application including mandatory Fields, carefully.
 - ii) '**Save**' the On-line Application, by clicking '**Save**' button.
 - iii) Thereafter, a new pop-up window will appear, displaying the 'Application Number', meaning thereby the Application is saved successfully. Candidate shall, **note down the entire string of the Application Number** (e.g. **HCG/201617/46/11111**). By clicking

‘Show Application Preview’ Button, will display on-screen preview of the Application.

- iv) Thereafter, by entering **Application Number and Date of Birth**, upload scanned **photograph** and **signature** at relevant space on the application and ensure that, the uploaded ‘Photograph’ & ‘Signature’, are distinctly recognizable, after uploading.

Note : Please ensure that the ‘Signature’ of the Candidate alone should be scanned and uploaded, as the same will be verified by the High Court at every stage, and if the ‘Scanned Signature’ does not match with the signature of the Candidate at the time of successive verifications during the Recruitment Process, his/her Candidature is likely to be rejected forthwith.

- v) If necessary, by using his/her Application Number and Date of Birth, a Candidate can edit his/her On-line Application through **‘Edit Application Button’** until his/her Application is Confirmed.
- vi) After filling-up all the required/mandatory fields of the On-line Application, correctly and duly verified by the Candidate, he/she is required to ‘CONFIRM’ the Application. However, Candidate can alter/modify the details before he/she CONFIRM his/her Application.
- vii) **Please note** that, after ‘Confirmation’, further editing of one’s ‘Online Application’ will not be permitted by the System and the same will be treated as Final Application for the particular post.
- viii) Thereafter, Candidate has to click on **‘Confirm Application’** Button/Tab on the Main Menu, thereby a pop-up window will appear, wherein the Candidate has to enter his/her Application Number and Date of Birth and then click on ‘Confirm Application’ Button.
- ix) **Please note** that only after ‘Confirmation’, the ‘System’ will register candidate’s ‘On-line’ Application. Further, only Confirmed Applications will be considered / processed for the Recruitment Process.
- x) Thereafter, the Candidate should ensure that he/she receives a System generated **‘SMS’** conveying his/her Confirmation Number, on his/her ‘registered’ Mobile Number.
- xi) The Candidate should preserve his/her **Application Number** and **Confirmation Number** for future reference and use, till the end of the Recruitment Process.
- xii) At the end of the process, the Candidate shall take **‘Print Out’** of his/her **‘Confirmed Application’** by clicking **‘Print Application’** Tab of

the Main Menu and retain atleast TWO copies of the same for future reference & use.

xiii) **Please note** that the Candidate is **not required** to and **should not send** copy of his/her **Online-Application and/or any testimonials/documents to the High Court**. They should produce the same, when called for.

(f) **Please note** that the above is the general procedure for applying On-line. **No other mode** of Application or incomplete Application(s) shall be accepted and in such cases, the Application(s) are liable to be rejected outright.

(g) A Candidate shall not apply **more than once**, for a particular post, for any reason at all.

8. **GENERAL INSTRUCTIONS :**

(a) *Candidates should not contact the High Court Registry by Phone calls/Personal Visits*, for making general queries. They should keep checking the High Court-OJAS Websites for updates, and/or 'Brief Advertisement'/SMS Alerts on their registered Mobile/Cell Number. **No Phone Calls/Personal Visits, shall be entertained.**

For general assistance, during the '**Online-Application-Window period**', the Candidates may contact the **Registry of the concerned District Court/Establishment.**

(b) A Candidate will have to **apply separately** for each post **with the requisite amount of Fees in prescribed format of Cash Voucher**, in support of his/her candidature.

(c) A Candidate will have to **opt for Three Districts, of his/her choice, indicating the precedence of their preferences, for being appointed to the post in question** and the **Fourth District** will be determined by the High Court, depending upon the availability of vacancies against the relevant category of that particular post, in accordance with the merit.

(d) Benefit(s) of **Relaxation** in Upper Age Limit / Examination Fees / Reservation shall be granted to the Candidates belonging to Reserved Categories i.e. SC / ST / SEBC / PH (only Orthopedically Disabled) / Ex-Servicemen, provided that requisite Certificate in respect thereof, as the case may be, issued by the Competent Authority, is produced by the Candidate as and when called for. The final decision, as to the suitability of a Candidate, for the Post, shall rest with the High Court.

(e) The selected candidates shall not be appointed / continued on long term, unless the **Medical Authority** specified by the High Court, certifies them to be fit to discharge the duties ascribed to the post in question.

- (f) The Candidate who has **successfully submitted CONFIRMED Online Application**, shall only be eligible for appearing at the Stenography/ Written Test and/or Viva-voce Test, subject to their qualifying therefor.
- (g) The decision of the High Court as to the **eligibility** or otherwise of a candidate for admission to the Stenography/Written Test and/or Viva-voce Test shall be final. No candidate, to whom **Call Letter** has NOT been issued by the Recruiting Authority, shall be allowed to appear for the Stenography/Written Test and/or Viva-voce Test.
- (h) The Stenography / Skill Test, Written Test and/or Viva-voce Test will be conducted at Ahmedabad. The Candidate shall have to appear **at their own expenses**, to-and-fro, for the respective Tests, if called for, at the place and time that may be decided by the High Court.
- (i) Candidate shall be **required to download** his/her **Call-letter** from the Website <http://hc-ojas.guj.nic.in>, during the Preceding Week, by using **Advertisement No.**, his/her **Confirmation No.** and **Date of Birth**, for appearing at the respective Examination/Viva-voce and the same may be communicated at the relevant time, through **Press-Note/Brief Advertisement and/or vide 'SMS'** on the Mobile Number registered in the 'On-line Application', of the candidate concerned.
- (j) The list of **eligible candidates** will be placed on **High Court website** as well as on **HC-OJAS portal of NIC, at the relevant time.**
- (k) At every stage of examination, Candidate shall produce, **Identity proof** i.e. Election Card / PAN Card / valid Driving License / valid Passport / Aadhar Card , etc. **in original & a copy thereof**, along with the '**Call Letter-cum-Admission Slip**' and **original Cash Vouchers (i.e. Office Copy as well as Candidate's Copy).**
- (l) **Entry in the Compound of the Examination Centre with Mobile/Cell Phone, Tablets, Laptop, Electronic Gadgets etc. is strictly prohibited. No arrangement for safe keeping, will be arranged, which may kindly be noted.**
- A Candidate who is found indulging in **unfair practices**, viz. copying or misconduct during the course of examination, using electronic gadgets or Mobile Phones etc., tampering with Question Paper / Examination Material, influencing any Official concerned with the Examination Process, will be debarred from the present Recruitment Process or any number of years or permanently, as may be decided by the High Court.
- (m) **ONLY** after conclusion of the Recruitment Process, Results (Marks) of each stage of Examination shall be made available to each Candidate, by providing a link to a webpage on the HC-OJAS Website – <http://hc-ojas.guj.nic.in>, with individual password (One-Time Password-OTP) via, SMS on his/her registered mobile number.

- (n) **Mere success** in the Examination shall not confer any **right to appointment** and no Candidate shall be appointed to the post unless the High Court is satisfied, after such **inquiries** as may be considered necessary that the Candidate is **suited** in all respects for appointment to the post.
- (o) The High Court reserves the right to adopt appropriate **method of short-listing** the Candidates at any stage.
- (p) Candidate is required to produce the following **original testimonials / documents** as well as **one set of self-attested copies thereof alongwith recent passport size colour photograph, as and when called for**, by the High Court :
- (i) **Print-out** of the duly filled-in (Confirmed) **'On-line Application'** alongwith Original **'Cash Voucher'** marked as **'Office Copy'**.
 - (ii) **School Leaving Certificate** or **Birth Certificate** issued under Birth & Death Registration Act.
 - (iii) Educational qualifications i.e. **Mark-sheets** and **Certificates** of SSC, HSC, Final Year of Graduation, Post Graduation, as per requirement / applicable.
 - (iv) Certificate showing the respective requisite **Speed in English / Gujarati Stenography**.
 - (v) Certificate indicating to be possessing **'Basic Knowledge of Computer Application/Operation'** issued by Government or Private Institute, as set out by Government of Gujarat, in General Administrative Department Resolution No.CRR-10-2007-120320-G.5 dtd.13/08/2008.
 - (vi) **Caste Certificate** issued by the Competent Authority of the State of Gujarat, in case, the Candidate has applied under Reserved Category (SC/ST/SEBC) and if belongs to SEBC Category, **Non-Creamy Layer Certificate** VALID for the current financial year.
 - (vii) In case of **Differently Abled** Candidate, (a) a Certificate from a Competent Authority to the effect that he/she has a **locomotor disability of not less than 40%** and (b) a Certificate from the Standing Medical Board at Ahmedabad, to the effect that he/she would be **able to perform the duties** of the post in question.
 - (viii) **Certificate of Discharge** from Service in case of **Ex-Servicemen**.
 - (ix) **'No Objection Certificate (NOC)'**, in case, if employed in State/Central Government.
 - (x) **Certificates** from Two Respectable Persons being Professionals/ Dignitaries like Doctor, Engineer, M.L.A., M.Ps., certifying of his/her good moral character (original).

- (xi) **Government Gazette**, showing change in name/surname etc, if any.
- (xii) In case any **Criminal Case(s) / Complaint(s)** have been filed against the Candidate concerned, authenticated / attested copies of the relevant documents, viz. FIR / Charge-sheets, Judgment etc.
- (xiii) Original **Identity Proof** as prescribed at 8(k).

9. APPLICATION UNDER R.T.I. ACT :

Any **Application**, even under the **R.T.I. Act**, seeking any information, **will NOT be entertained till the completion of the entire Recruitment Process.**

- 10. The decision of the High Court of Gujarat in respect of all matters pertaining to this Recruitment Process would be final and binding on all Candidates.**

**High Court of Gujarat,
Sola, Ahmedabad.**

Sd/-

Date : 23/09/2016

Registrar (Recruitment & Finance)

No.RC/1434/2016 (I)		CASH VOUCHER		BANK COPY	
STATE BANK OF INDIA					
Centralized Recruitment Process for the posts of English / Gujarati Stenographer Grade-I, in the Subordinate Courts in the State of Gujarat					
Applicant's Name :					
Account No. :		30725811785 - Registrar General, High Court of Gujarat, Ahmedabad.			
Name of Branch in which Fee is remitted :		Branch Code :			
Deposit Journal No. :		Date of Deposit :			
Application Fees : (Non-Refundable)		₹		Bank Charges : (To be paid by Candidate) ₹	
<p># ₹250/- for SC, ST, SEBC, PH & Ex-Servicemen & ₹500/- for General Category # Fee receiving Branch is advised to write the Deposit Journal No. invariably. # Fees paid between 01/10/2016 to 15/10/2016 shall be considered as VALID. Authorized Signatory & Stamp cut here cut here cut here</p>					
No.RC/1434/2016 (I)		CASH VOUCHER		OFFICE COPY	
(To be produced at Every Stage of Examination)					
STATE BANK OF INDIA					
Centralized Recruitment Process for the posts of English / Gujarati Stenographer Grade-I, in the Subordinate Courts in the State of Gujarat					
Applicant's Name :					
Account No. :		30725811785 - Registrar General, High Court of Gujarat, Ahmedabad.			
Name of Branch in which Fee is remitted :		Branch Code :			
Deposit Journal No. :		Date of Deposit :			
Application Fees : (Non-Refundable)		₹		Bank Charges : (To be paid by Candidate) ₹	
<div style="border: 1px solid black; padding: 5px; width: 150px; margin: 0 auto;"> (Signature of Supervisor at Stenography Test) </div>		<div style="border: 1px solid black; padding: 5px; width: 150px; margin: 0 auto;"> (Signature of Supervisor at Viva-voce Test) </div>			
<p># ₹250/- for SC, ST, SEBC, PH & Ex-Servicemen & ₹500/- for General Category # Fee receiving Branch is advised to write the Deposit Journal No. invariably. # Fees paid between 01/10/2016 to 15/10/2016 shall be considered as VALID. Authorized Signatory & Stamp cut here cut here cut here</p>					
No.RC/1434/2016 (I)		CASH VOUCHER		CANDIDATE COPY	
(To be produced at Every Stage of Examination)					
STATE BANK OF INDIA					
Centralized Recruitment Process for the posts of English / Gujarati Stenographer Grade-I, in the Subordinate Courts in the State of Gujarat					
Applicant's Name :					
Account No. :		30725811785 - Registrar General, High Court of Gujarat, Ahmedabad.			
Name of Branch in which Fee is remitted :		Branch Code :			
Deposit Journal No. :		Date of Deposit :			
Application Fees : (Non-Refundable)		₹		Bank Charges : (To be paid by Candidate) ₹	
<div style="border: 1px solid black; padding: 5px; width: 150px; margin: 0 auto;"> (Signature of Supervisor at Stenography Test) </div>		<div style="border: 1px solid black; padding: 5px; width: 150px; margin: 0 auto;"> (Signature of Supervisor at Viva-voce Test) </div>			
<p># ₹250/- for SC, ST, SEBC, PH & Ex-Servicemen & ₹500/- for General Category # Fee receiving Branch is advised to write the Deposit Journal No. invariably. # Fees paid between 01/10/2016 to 15/10/2016 shall be considered as VALID. Authorized Signatory & Stamp</p>					

No.RC/1434/2016 (I)		CASH VOUCHER		BANK COPY	
STATE BANK OF INDIA					
Centralized Recruitment Process for the posts of English / Gujarati Stenographer Grade-II , in the Subordinate Courts in the State of Gujarat					
Applicant's Name :					
Account No. :		30725811785 - Registrar General, High Court of Gujarat, Ahmedabad.			
Name of Branch in which Fee is remitted :		Branch Code :			
Deposit Journal No. :		Date of Deposit :			
Application Fees : (Non-Refundable)		₹	Bank Charges : (To be paid by Candidate)		₹
<p># ₹250/- for SC, ST, SEBC, PH & Ex-Servicemen & ₹500/- for General Category # Fee receiving Branch is advised to write the Deposit Journal No. invariably. # Fees paid between 01/10/2016 to 15/10/2016 shall be considered as VALID. Authorized Signatory & Stamp</p>					

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No.RC/1434/2016 (I)		CASH VOUCHER		OFFICE COPY	
(To be produced at Every Stage of Examination)					
STATE BANK OF INDIA					
Centralized Recruitment Process for the posts of English / Gujarati Stenographer Grade-II , in the Subordinate Courts in the State of Gujarat					
Applicant's Name :					
Account No. :		30725811785 - Registrar General, High Court of Gujarat, Ahmedabad.			
Name of Branch in which Fee is remitted :		Branch Code :			
Deposit Journal No. :		Date of Deposit :			
Application Fees : (Non-Refundable)		₹	Bank Charges : (To be paid by Candidate)		₹
(Signature of Supervisor at Written-MCQs Test)		(Signature of Supervisor at Stenography Test)		(Signature of Supervisor at Documents Verification)	
<p># ₹250/- for SC, ST, SEBC, PH & Ex-Servicemen & ₹500/- for General Category # Fee receiving Branch is advised to write the Deposit Journal No. invariably. # Fees paid between 01/10/2016 to 15/10/2016 shall be considered as VALID. Authorized Signatory & Stamp</p>					

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No.RC/1434/2016 (I)		CASH VOUCHER		CANDIDATE COPY	
(To be produced at Every Stage of Examination)					
STATE BANK OF INDIA					
Centralized Recruitment Process for the posts of English / Gujarati Stenographer Grade-II , in the Subordinate Courts in the State of Gujarat					
Applicant's Name :					
Account No. :		30725811785 - Registrar General, High Court of Gujarat, Ahmedabad.			
Name of Branch in which Fee is remitted :		Branch Code :			
Deposit Journal No. :		Date of Deposit :			
Application Fees : (Non-Refundable)		₹	Bank Charges : (To be paid by Candidate)		₹
(Signature of Supervisor at Written-MCQs Test)		(Signature of Supervisor at Stenography Test)		(Signature of Supervisor at Documents Verification)	
<p># ₹250/- for SC, ST, SEBC, PH & Ex-Servicemen & ₹500/- for General Category # Fee receiving Branch is advised to write the Deposit Journal No. invariably. # Fees paid between 01/10/2016 to 15/10/2016 shall be considered as VALID. Authorized Signatory & Stamp</p>					

ANNEXURE-A

STATEMENT SHOWING TOTAL NUMBERS OF VACANCIES VIS-A-VIS THE VARIOUS RESERVED CLASSES/CATEGORIES, FOR THE POSTS OF ENGLISH STENOGRAPHER GRADE-I & ENGLISH STENOGRAPHER GRADE-II, ON THE ESTABLISHMENT OF THE SUBORDINATE COURTS, IN THE STATE OF GUJARAT :

(AS ON 01-04-2016)

Sr. No.	Name of District	English Stenographer Grade-I						English Stenographer Grade-II					
		Gen	SC	ST	SEBC	PH	Total	Gen	SC	ST	SEBC	PH	Total
1	City Civil Court, Ahmedabad	8	--	1	2	--	11	--	--	--	--	--	--
	Family Court, Ahmedabad	2	--	--	--	--	2	--	--	--	--	--	--
	Ahmedabad (Rural)	3	--	--	1	--	4	2	--	--	--	--	2
2	Amreli	--	--	--	--	--	--	1	--	--	--	--	1
3	Anand	1	--	--	--	--	1	--	--	--	--	--	--
4	Banaskantha at Palanpur	1	--	--	--	--	1	2	--	--	1	--	3
5	Bharuch	1	--	--	--	--	1	4	--	--	1	--	5
6	Bhavanagar	1	1	--	--	--	2	1	--	--	1	--	2
7	Dahod	2	--	--	--	--	2	1	--	--	--	--	1
8	Gandhinagar	1	--	--	--	--	1	1	--	--	--	--	1
9	Jamnagar	1	--	--	1	--	2	3	--	--	1	--	4
10	Junagadh	--	--	--	1	--	1	1	--	--	--	--	1
11	Kachchh at Bhuj	2	--	--	--	--	2	2	--	--	--	--	2
12	Kheda at Nadiad	1	--	--	1	--	2	2	--	--	1	--	3
13	Mahesana	--	--	--	--	--	--	2	1	--	1	--	4
14	Narmada at Rajpipla	1	--	--	--	--	1	1	--	--	--	--	1
15	Navsari	1	--	--	--	--	1	2	--	--	--	--	2
16	Panchmahals at Godhra	--	1	1	1	--	3	--	1	1	2	--	4
	Family Court, Panchmahals	2	--	--	--	--	2	--	--	--	--	--	--
17	Patan	1	--	--	--	--	1	2	--	--	--	--	2
18	Porbandar	--	--	--	--	--	--	1	--	--	--	--	1
19	Rajkot	1	--	--	1	--	2	--	--	--	--	--	--
	Family Court, Rajkot	2	--	--	--	--	2	--	--	--	--	--	--
20	Sabarkantha at Himatnagar	1	--	--	--	--	1	2	--	--	--	--	2
21	Surat	1	--	--	--	--	1	4	--	2	2	--	8
	Family Court, Surat	2	--	--	1	--	3	--	--	--	--	--	--
22	Surendranagar	2	--	--	--	--	2	1	--	--	--	--	1
23	Tapi at Vyara	1	--	--	--	--	1	1	--	--	--	--	1
24	Vadodara	7	--	1	2	--	10	--	--	1	2	--	3
25	Valsad	1	--	--	--	--	1	3	--	--	--	--	3
TOTAL →		47	2	3	11	--	63	39	2	4	12	--	57

STATEMENT SHOWING TOTAL NUMBERS OF VACANCIES VIS-A-VIS THE VARIOUS RESERVED CLASSES/CATEGORIES, FOR THE POSTS OF GUJARATI STENOGRAPHER GRADE-I & GUJARATI STENOGRAPHER GRADE-II, ON THE ESTABLISHMENT OF THE SUBORDINATE COURTS, IN THE STATE OF GUJARAT :

(AS ON 01-04-2016)

Sr. No.	Name of District	Gujarati Stenographer Grade-I						Gujarati Stenographer Grade-II					
		Gen	SC	ST	SEBC	PH	Total	Gen	SC	ST	SEBC	PH	Total
1	City Civil Court, Ahmedabad	5	--	1	1	--	7	--	--	--	--	--	--
	Metropolitan Magistrate Court, Ahmedabad	--	--	--	--	--	--	--	1	1	--	--	2
	Family Court, Ahmedabad	3	--	--	--	--	3	--	--	--	--	--	--
	Ahmedabad (Rural)	1	--	--	--	--	1	6	--	1	--	--	7
2	Amreli	--	--	--	--	--	--	3	--	--	--	--	3
3	Anand	--	--	--	--	--	--	1	--	--	--	--	1
	Family Court, Anand	1	--	--	1	--	2	--	--	--	--	--	--
4	Banaskantha at Palanpur	2	--	--	1	--	3	--	--	--	--	--	--
5	Bharuch	1	--	--	--	--	1	3	1	--	2	--	6
	Family Court, Bharuch	2	--	--	--	--	2	--	--	--	--	--	--
6	Bhavanagar	1	--	--	--	--	1	1	--	--	--	--	1
	Family Court, Bhavnagar	2	--	--	--	--	2	--	--	--	--	--	--
7	Dahod	--	--	--	--	--	--	3	--	--	1	--	4
8	Gandhinagar	1	--	--	--	--	1	--	--	--	--	--	--
	Family Court, Gandhinagar	1	--	--	--	--	1	--	--	--	--	--	--
9	Jamnagar	--	--	--	--	--	--	1	--	--	--	--	1
	Family Court, Jamnagar	2	--	--	--	--	2	--	--	--	--	--	--
10	Junagadh	--	--	--	--	--	--	2	--	1	1	--	4
	Family Court, Junagadh	1	--	--	--	--	1	--	--	--	--	--	--
11	Kachchh at Bhuj	5	--	--	1	--	6	--	--	--	--	--	--
12	Kheda at Nadiad	1	--	--	1	--	2	--	--	--	--	--	--
13	Mahesana	--	--	--	--	--	--	2	--	--	3	--	5
14	Narmada at Rajpipla	--	--	--	--	--	--	3	--	--	--	--	3
15	Navsari	--	--	--	--	--	--	3	--	--	1	--	4
16	Panchmahals at Godhra	--	--	--	--	--	--	--	--	1	1	--	2
	Family Court, Panchmahals	2	--	--	--	--	2	--	--	--	--	--	--
17	Patan	1	--	--	--	--	1	1	--	--	--	--	1
18	Porbandar	--	--	--	--	--	--	1	--	--	--	--	1
19	Rajkot	2	--	--	--	--	2	--	--	--	--	--	--
20	Sabarkantha at Himatnagar	1	--	--	--	--	1	--	--	--	--	--	--
21	Surat	1	--	--	--	--	1	6	--	1	3	--	10
	Family Court, Surat	--	--	--	--	--	--	2	--	--	--	--	2
22	Surendranagar	1	--	--	--	--	1	--	--	--	--	--	--
23	Tapi at Vyara	1	--	--	--	--	1	2	--	1	--	--	3
24	Vadodara	--	--	--	--	--	--	1	1	--	1	--	3
25	Valsad	1	--	--	--	--	1	2	--	2	2	--	6
TOTAL →		39	--	1	5	--	45	43	3	8	15	--	69