

**HIGH COURT OF GUJARAT,
Sola, Ahmedabad – 380060.**

Websites : www.gujarathighcourt.nic.in AND <http://hc-ojas.guj.nic.in>

ADVERTISEMENT NO. RC/B/1304/2016(S.O. & S.A.)

**DIRECT RECRUITMENT OF SYSTEM OFFICER & SYSTEM ASSISTANT, FOR
THE SUBORDINATE COURTS OF THE STATE, ON THE ESTABLISHMENT OF
THE HIGH COURT OF GUJARAT.**

Starting date for submission of On-line Application	15/09/2016 (12:00 Hrs.)
Closing Date for submission of On-line Application	14/10/2016 (24:00 Hrs.)
Tentative Date for Elimination Tests	
Elimination Tests for both the posts	27/11/2016 (Sunday)
Tentative Months for Computer Aided Test	
(i) For System Officer	January / February-2017.
(ii) For System Assistant	January / February-2017.

The High Court of Gujarat invites '**On-line Recruitment Applications**', from eligible candidates for filling up **30** posts of **System Officer**, in the Pay-Scale of **Rs.9,300-34,800/- with Grade Pay of Rs.4,400/-** and **30** posts of **System Assistant**, in the Pay-Scale of **Rs.5,200-20,200/- with Grade Pay of Rs.1,900/-**, plus usual allowances as per the Rules, both the posts belong to **Class-III** cadre, for the Subordinate Courts of the State, on the establishment of the High Court of Gujarat, by way of Direct Recruitment.

1. Category-wise vacancies :

Sr. No.	Name of the Post	Category				Total Vacancies
		General	SC	ST	SEBC	
1	System Officer	16	02	04	08	30
2	System Assistant	16	02	04	08	30

➤ The High Court reserves its right to adjust/alter the number of vacancies notified.

2. Eligibility Criteria (As on 14/10/2016, i.e. Last Date of Submission of Online Application):

(A) Essential Educational Qualification :

Sr.No.	Name of the Post	Qualifications
1	System Officer	B.E./B.Tech with Computer Science or Information Technology, OR MCA with 55% Marks, OR M.Sc.(I.T.) with 55% Marks

Sr.No.	Name of the Post	Qualifications
2	System Assistant	MCA, OR BCA with 50% Marks, OR Diploma in Electronics & Communication Engineering, from Government Institutes, OR Diploma in Information and Technology/Computer Engineering, from Government Institutes

(B) Experience required for each of the post:

Minimum 2 years experience in the relevant field in any Government Organization or Public Sector Undertaking or reputed Organization / Company.

(C) Age Limit:

- (a) A Candidate should have completed **18 years** of age and should not be more than **35 years** of age, as on the last date of submission of Online Application i.e **14/10/2016**.
- (b) Employees working in the Subordinate Courts or any other High Court, shall be allowed on a uniform basis, relaxation of a maximum period of **5 years** or to the extent of equal number of years for which Service has been put in by him/her, **whichever is less**, in the Upper Age Limit.
- (c) Relaxation of **5 years** in upper age limit shall be admissible to the Candidates belonging to the Scheduled Castes, Scheduled Tribes, Socially and Educationally Backward Classes, Differently Abled (PH) and Ex-servicemen categories.

3. Reservation :

- (a) The Reservations for various Categories and Classes [i.e. Scheduled Castes, Scheduled Tribes, Socially and Educationally Backward Classes, Differently Abled Persons (PH)], would be in accordance with the prevailing policies of the State Government.
- (b) Candidates belonging to the Reserved Categories in the State of Gujarat only will be eligible for Reservation/Relaxation benefits.

4. Fees and Mode of Payment:

- (a) Candidates belonging to **Scheduled Castes, Scheduled Tribes, Socially & Educationally Backward Classes, Physically Disabled Persons and Ex-Servicemen** are required to pay Examination Fees of **Rs.250/-** (plus the usual Bank Charges) and all other Candidates are required to pay **Examination Fees of Rs.500/-** (plus the usual Bank Charges). The Candidates shall remit the same in the **Current Bank Account No. 30725811785** with the State Bank of India, High Court Complex Branch, Ahmedabad, held in the name of **Registrar General, High Court of Gujarat, Sola, Ahmedabad**, through any of the Core Banking Service branches of the **State Bank of India** using the 'CASH

VOUCHER' in the Special Format as appended to this Advertisement, **from 15/09/2016 to 14/10/2016 during the Bank Working Days and Hours**, after duly filling up the same.

- (b) Candidates desirous of competing for **both the posts (i.e. System Officer & System Assistant)** will have to apply separately after making Payment of Fees separately, as applicable to them.
- (c) The concerned Bank Branch, will retain one Copy of the 'Cash Voucher' and return the other two Copies to the Candidate. Candidates will have to preserve the said copies of the '**Cash Voucher**' and **invariably produce the same at the time of Elimination Test, Computer Aided Test & as and when called for by the High Court.**
- (d) 'On line' Application, submitted by Candidate, will 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.
- (e) Fees paid by **any other mode**, will not be accepted.
- (f) Fees once paid shall **not be refunded** and/or adjusted against any subsequent Recruitment Process, under any circumstances.

5. Selection Procedure :

The **Competitive Examination** shall consist of :

- (A) Elimination Test (Objective type – MCQs) [100 Marks]
- (B) Computer Aided Test [100 Marks]

(A) **Elimination Test (Objective type – MCQs) [100 Marks] :**

Question Paper of Elimination Test shall consist of **100** Multiple Choice Questions (MCQs), each of **1 Mark** with **2 Hour's** duration. For every Wrong / Multiple Answer given, there shall be **Negative Marking of 0.33 Marks**. Language of the Question Paper shall be **English** only (except the questions in Gujarati Language)

The Syllabus for such the **Elimination Test** shall be as under :

- a) Computer Knowledge
- b) General Knowledge
- c) English Language
- d) Numerical & Mental Ability
- e) Analytical & Reasoning Skills
- f) Current Affairs
- g) Gujarati Language

- (a) It would be open to the High Court (on the Administrative side), to either conduct Elimination Test (Objective type – MCQs) 'On-line', i.e. through a Computer Based Examination System OR by conducting Elimination Test (Objective Type – MCQs) by OMR-Mode, the due notification whereof, shall be made through the High Court Website, in good time, for facilitating the candidates to appear in such Elimination Test, accordingly.
- (b) The Elimination Test will be conducted either at **Ahmedabad or at any District place/places** as may be decided by the High Court, depending upon the number of Candidates applying. Candidates will have to make their own arrangements, for appearing at the examination.
- (c) Candidates shall have to secure **minimum 50 Marks** in the Elimination Test and only those qualifying therein, may be called for Computer Aided Test.
- (d) 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 i.e. Computer Aided Test.
- (e) Marks obtained in the Elimination Test (Objective Type) **will not be considered** for determining the merits, for preparing the Final Merit List.
- (f) In case of evaluation of the OMR Sheets at the Elimination Test shall be evaluated on Computer, as per marking made on **OMR Sheet**. As the evaluation of these OMR Sheets would be done on the **Computer** by **Scanning** thereby eliminating manual evaluation, **rechecking / reassessment of OMR sheets, will not be entertained** by the High Court.

(B) Computer Aided Test [100 Marks] :

➤ Duration of Test : 2 hours.

(a) Syllabus of the Computer Aided Test :

(i) For the post of System Officer

- (a) Fundamentals of Computer
- (b) Fundamentals of Networking (Internet & Intranet)
- (c) Linux & Windows Operating System
- (d) Trouble Shooting
- (e) Language (PHP/JAVA/HTML)
- (f) Database (MYSQL, PostgreSQL)

(ii) For the post of System Assistant

- (a) Fundamentals of Computer
- (b) Fundamentals of Networking (Internet & Intranet)
- (c) Linux & Windows Operating System
- (d) Hardware Trouble Shooting

- (b) The Computer Aided Test will be conducted at Ahmedabad at the Centre(s), which would be decided hereafter, for which the Candidates will have to make their own arrangements, for appearing at the Examination.

6. Preparation of Select List & Wait List :

- (a) The Final Select List & Wait List shall be prepared on the basis of Marks obtained by the Candidates in the Computer Aided Test.
- (b) That for being eligible to be included in the Select List / Wait List, a Candidate would have to obtain minimum 40% in the Computer Aided Test.
- (c) The Wait List would consist of not more than 20% of the number of vacancies notified in the Advertisement and shall be operated only in case of non-joining of Candidate(s) or cancellation of candidature of Candidate(s) due to any reason, from amongst the Candidate(s) enlisted in the Select List.
- (d) The **Select List & Wait List** shall remain in force for a period of **2 (Two) years**, from the date of its publication or until the publication of a fresh List(s), whichever is earlier. However, if the vacancies in a particular year are not substantially higher than the number of Candidates remaining in the existing Select List / Wait List, the period of such Select List / Wait List may be extended by the High Court not exceeding **One year**, so as to make appointment against such vacancies from the said Select List / Wait List.
- (e) Any Candidate who does not accept the offer of appointment within the time-limit, **shall lose his/her right to appointment** and the High Court shall operate the Select List / Wait List, as the case may be.
- (f) The **Select List & Wait List** shall be published on **High Court website as well as on 'HC-OJAS' website**, and/or through any other mode, as may be decided by the High Court.

7. 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** for 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 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**.

8. 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.
- (b) All eligible Candidates, after payment of their requisite Examination Fees in the Bank Account 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 15/09/2016 to 14/10/2016**. Please note that the last date for submission of On-line Application is **14/10/2016 till 12:00 Midnight** and that **no other mode** of Application or incomplete Application(s) shall be accepted.
- (c) Candidate should have his/her and/or his/her family member's **Mobile Number** 'registered' and the same should be kept active during the entire Recruitment Process, as SMS alerts for the various Tests, are also likely to be sent on the said Mobile Number, registered in the ‘Online’ Application.
- (d) Candidate should scan his/her **photograph** having **5 c.m. of height and 3.6 c.m. of width (10kb)** and **signature** having **2.5 c.m. of height and 7.5 c.m. of width (10kb)** 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**:-
 - 1) Fill-up all the Fields given in On-line Application including mandatory Fields, carefully.
 - 2) **‘Save’** the On-line Application, by clicking **‘Save’** button.
 - 3) 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/201516/1/11111**). By clicking **‘Show Application Preview’** Button, on-screen preview of the Application will be displayed.
 - 4) Thereafter, by clicking the **‘Photo/Signature Upload’** Button, the Candidate shall upload his/her scanned Photograph & Signature by entering his/her Application Number & Date of Birth.
 - 5) 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’**, till his/her Application is not Confirmed by the Candidate.

- 6) After filling-up all the required/mandatory fields in the On-line Application, correctly and duly verified by the Candidate, he/she is required to 'CONFIRM' the Application, by clicking '**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.
- 7) **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.
- 8) **Please note** that only after 'Confirmation', the 'System' will register Candidate's 'On-line' Application. Further, only Confirmed Applications will be considered as valid for the Recruitment Process.
- 9) Thereafter, the Candidate should ensure that he/she receives a System generated 'SMS' conveying his/her Confirmation Number, on his/her 'registered' Mobile Number.
- 10) The Candidate should preserve his/her **Application Number** and **Confirmation Number** for future reference and use, till the conclusion of the Recruitment Process.
- 11) At the end of the process, the Candidate shall invariably take the '**Print Out**' of his/ her '**Confirmed Application**' by clicking '**Print Application**' Tab in the Main Menu and retain atleast TWO copies of the same for future reference & use.
- 12) **Please note** that the Candidate is **not required** to **send** copy of his/her **Online-Application and/or any Testimonials/Documents to the High Court**. They should produce the same, as and when asked for.

(f) A Candidate shall not apply **more than once**, for any reason at all.

9. General Instructions :

- (a) While applying Online for the post, the Candidate should ensure that he/she fulfills all the **eligibility criteria and other norms** mentioned above and that the particulars furnished by him/her are **true and correct** in all respects.

In case it is detected at any stage of Recruitment Process, 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 become 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) The Candidates who **remit their Examination Fees** as stipulated in Para-4 (a) above and **successfully submit** their Online Recruitment Applications as provided in Para-8 above, as the case may be, shall only be eligible for appearing in the Elimination.

Candidates desirous of competing for **both the posts (i.e. System Officer & System Assistant)** will have to apply separately after making Payment of Fees separately, as applicable to them.

- (c) Benefit 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/Ex-Servicemen, provided that requisite Certificate in respect thereof, 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.
- (d) The decision of the High Court as to the **eligibility** or otherwise of a Candidate for admission to the Elimination Test and/or Computer Aided 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 Elimination Test and/or Computer Aided Test.
- (e) The Candidate shall have to appear **at their own expenses**, to-and-fro, for the Elimination Test and/or Computer Aided Test, if called for, at the place and time that may be decided by the High Court.
- (f) Candidate shall **download** his/her **Call-letter** from <http://hc-ojas.guj.nic.in>, by using **Advertisement No.**, his/her **Confirmation No.** and **Date of Birth**, for appearing at the respective Examinations 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.
- (g) 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.
- (h) Candidate shall produce, at the time of appearing for the Elimination Test and/or Computer Aided Test, **Identity proof** i.e. Election Card / PAN Card / valid Driving License / valid Passport / Adhaar Card , etc. **in original, along with the 'Call Letter-cum-Admission Slip'**.
- (i) **Entry in the Vicinity of the Examination Centre with Mobile/Cell Phone, Tablets, Laptop, Electronic Gadgets etc. is strictly prohibited. No provisions for the 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 as also from future Recruitment Processes to be conducted by the High Court, for

any number of years or permanently, as may be decided by the High Court.

- (j) **Results** of all Examination/Test will be made available on the High Court website and/or by any other mode that may be decided by the High Court.
- (k) The Results (Marks) obtained shall be made available to the Candidates, by providing a link to a webpage on the HC-OJAS website <http://hc-ojas.guj.nic.in>, with individual password (OTP-One Time Password), via, SMS on his/her Registered Mobile Number, only after the conclusion of the Recruitment Process.
- (l) **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 **suitable** in all respects for appointment to the post.
- (m) The High Court reserves the right to adopt appropriate **method of short-listing** the Candidates at any stage.
- (n) The selected Candidate will not be appointed unless the **Medical Authority** specified by the High Court, certifies him/her to be fit to discharge the duties ascribed to the post.
- (o) Candidates will have to **produce the Original** copy of both the **Cash Vouchers i.e. 'Office Copy' and 'Candidate's Copy', at every stage of the Recruitment Process** i.e. Elimination Test and/or Computer Aided Test. Hence, the Cash Vouchers must be preserved, till the completion of the entire Recruitment Process.
- (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 he/she is called for:**
 - (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) **Mark-sheets and Certificates** of SSC, HSC and Essential Educational Qualification as stipulated in Para 2(A) above and Certificate of Work Experience / Training obtained etc; as per requirement / applicable.
 - (iv) Certificate showing the **'Caste/Category'** in respect of Candidates belonging to Reserved Category and in case of those belonging to Socially & Educationally Backward Class, **'Non-Creamy Layer' Certificate**, issued by the Competent Authority of the State of Gujarat, during the respective Financial Year.

- (v) Certificate of discharge, in case of Ex-Serviceman.
 - (vi) In case of **Differently Abled** (Orthopedically Handicapped 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.
 - (vii) **Two Original Certificates** from Respectable Persons being Professionals/ Dignitaries like Doctor, Engineer, M.L.A., M.Ps. etc. certifying his/her good moral character.
 - (viii) **Government Gazette**, showing change in name/surname etc, if any.
 - (ix) In case any **Criminal Case(s) / Complaint(s)** have been filed against the Candidate concerned, even in the past, authenticated / attested copies of the relevant documents, viz. FIR / Charge-sheets, Judgment etc.
 - (x) **No Objection Certificate** in case of Government Employee.
 - (xi) Original **Identity proof** as prescribed at 9(h).
- (q) Any Application, even under the **R.T.I. Act**, seeking any information, will not be entertained **till the completion** of the entire Recruitment Process.

Decision of the High Court of Gujarat in respect of all matters pertaining to this recruitment would be final and binding on all Candidates.

**High Court of Gujarat,
Sola, Ahmedabad.
Date :- 12 / 09 / 2016.**

**Sd/-
Registrar (Recruitment & Finance)**

No.RC/B/1304/2016 <small>(S.O.& S.A.)</small>		CASH VOUCHER		BANK COPY	
STATE BANK OF INDIA					
Recruitment to the post of System Officer/System Assistant on the establishment of the High Court 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. :		Confirm Journal No. :			
Date of Deposit :					
Application Fees : (Non-Refundable)		Rs.		Bank Charges : (To be paid separately by Candidate)	
				Rs.	
Application Fee : Rs.250/- for SC, ST, SEBC, Differently Abled (PH) & Ex-Servicemen & Rs.500/- for General Category If applying for both the posts then Application Fees to be paid shall be double the amount.					
# Fee receiving branch is advised to write the Deposit Journal No. invariably.				Authorized Signatory & Stamp	

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Candidate is directed to produce the 'Office Copy' and 'Candidate Copy' at every stage of the Recruitment Process.

No.RC/B/1304/2016 <small>(S.O.& S.A.)</small>		CASH VOUCHER		OFFICE COPY	
<small>(To be submitted to the High Court at the time of Elimination Test / C.A.T. / Document Verification)</small>					
STATE BANK OF INDIA					
Recruitment to the post of System Officer/System Assistant on the establishment of the High Court 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. :		Confirm Journal No. :			
Date of Deposit :					
Application Fees : (Non-Refundable)		Rs.		Bank Charges : (To be paid by separately Candidate)	
				Rs.	
Application Fee : Rs.250/- for SC, ST, SEBC, Differently Abled (PH) & Ex-Servicemen & Rs.500/- for General Category If applying for both the posts then Application Fees to be paid shall be double the amount.					
# Fee receiving branch is advised to write the Deposit Journal No. invariably.				Authorized Signatory & Stamp	
_____ (Signature of Supervisor at Elimination Test)		_____ (Signature of Supervisor at Computer Aided Test)			

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No.RC/B/1304/2016 <small>(S.O.& S.A.)</small>		CASH VOUCHER		CANDIDATE'S COPY	
<small>(To be submitted to the High Court at the time of Elimination Test / C.A.T. / Document Verification)</small>					
STATE BANK OF INDIA					
Recruitment to the post of System Officer/System Assistant on the establishment of the High Court 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. :		Confirm Journal No. :			
Date of Deposit :					
Application Fees : (Non-Refundable)		Rs.		Bank Charges : (To be paid by separately Candidate)	
				Rs.	
Application Fee : Rs.250/- for SC, ST, SEBC, Differently Abled (PH) & Ex-Servicemen & Rs.500/- for General Category If applying for both the posts then Application Fees to be paid shall be double the amount.					
# Fee receiving branch is advised to write the Deposit Journal No. invariably.				Authorized Signatory & Stamp	
_____ (Signature of Supervisor at Elimination Test)		_____ (Signature of Supervisor at Computer Aided Test)			