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GENERAL RECEIPT  
High Court of Delhi  
11 FEB 2019  
1517  
Receipt No. 502

**DELHI JUDICIAL ACADEMY**  
Sector-14, Dwarka, New Delhi-110078  
Ph. No. : 011-28036684, Fax No.: 011-28036683

DJA/Admn./Recruitment of R. Asstt./01/2019/636

6<sup>th</sup> February, 2019

✓ The Registrar General,  
High Court of Delhi,  
New Delhi-110003.

**Sub: Request for uploading the circular on the website of Delhi High Court regarding recruitment process of one post of Research Assistant on Contract basis at Delhi Judicial Academy.**

Respected Sir,

It is submitted that Delhi Judicial Academy is inviting applications for filling up One Post of Research Assistant on Contract Basis. The last date for receipt of applications is 20.02.2019.

It is requested to have the Employment Notice (Copy Enclosed) uploaded on the website of Delhi High Court.

Thanking you,

Yours faithfully

*L. K. Gaur*  
(Laxmi Kant Gaur)  
Director (Admn.)

**Copy forwarded for information to:-**

1. P.S. to Hon'ble Chairperson, Judicial Education & Training Programme Committee for information of his lordship (by email).
2. P.A. to Ld. Chairperson, DJA.
3. P.A. to Ld. Director (Admn.).
4. Sr. P.A. to Ld. Addl. Director-I.
5. P.A. to Ld. Addl. Director-II.
6. Office Copy.

Director (Admn.)

130/RS  
13.2.19

*Reg (IT)*  
*17/2/19*  
*PA to Reg. IT*  
*JK*  
*17/2/19*

As directed by Worthy Registrar (IT), forwarded for necessary

*R(17)*  
*JDA*  
*act'n.*  
*PA to Reg. (IT)*

*14.02.2019*  
*PA to Reg. (IT)*  
*17/02/2019*

*17/2/19*  
*PA to Registrar (IT)*



**DELHI JUDICIAL ACADEMY**  
**SECTOR-14, DWARKA, NEW DELHI-110078.**  
Tel. No. 28036506, Fax No.-28036687  
Website: [www.judicialacademy.nic.in](http://www.judicialacademy.nic.in) E-mail: [dja@nic.in](mailto:dja@nic.in)

No. DJA/Admn./Recruitment of R. Asstt./01/2019/ 362

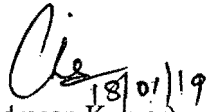
Dated: 18.01.2019

**Employment Notice**

The Delhi Judicial Academy invites applications for filling up the following existing vacancy for appointment on contract basis:

S. No.	Name of Post	Pay Scale	Number of Post	Recruitment Basis
1.	Research Assistant (Non-Gazetted)	Minimum of the pay scale of Level – 10 of 7th pay commission (i.e. Rs. 56,100) + DA of the respective post.	01	Contract Basis

For further details such as eligibility, qualifications, experience and other terms & conditions of appointment etc. please refer to DJA's website [www.judicialacademy.nic.in](http://www.judicialacademy.nic.in). The last date for receipt of applications is **20.02.2019**.

  
(Chandrasen Kumar)  
Chief Administrative Officer

**(Filling up one post of Research Assistant on contract basis)**

**Research Assistant (01 post), Group 'A' (Non-Gazetted):-** The remuneration payable to Research Assistant would be equal to the minimum of the pay scale of Level – 10 of 7th Pay Commission (i.e. Rs. 56,100/-) + DA of the respective post applicable on the date of offer of appointment which will remain fixed for the purpose of calculation of monthly pay till the contract is valid.

**a. Eligibility Criteria:-**

Doctorate in Law with good academic/research record.

OR

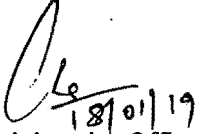
LL.M with good academic/research record.

*Note: Educational Qualification and Eligibility Criteria may be relaxed in case of exceptionally outstanding and deserving candidates by the Patron-in-Chief.*

- b. Upper Age Limit:-** 40 years for General Category candidates, 43 years for candidates belonging to Other Backward Caste Candidates and 45 years for candidates belonging to Scheduled Caste/Scheduled Tribe categories. The upper age limit for Disabled Persons shall be 50 years for General Category candidates, 53 years for Other Backward Caste Candidates and 55 Years for Scheduled Caste/Scheduled Tribe Candidates.
- c. Period of contract:-** The contract is initially for a period of Six Months or till the regular recruitment of Research Assistant is made by the DJA whichever is earlier. The contract of selected Research Assistant will automatically stand terminated on the completion of contract period. The renewal/or fresh contract is on the sole discretion of the Appointing Authority. The said engagement on contractual basis may be terminated at any time by a month's notice given by either side and without assigning any reason. The DJA, however, reserves the right to terminate the services forthwith or before the expiry of the stipulated period of notice by making payment to him/her of a sum equivalent to the consolidated remuneration for the period of notice or the unexpired portion thereof.
- d. Selection Criteria:-**
- i. The applications may be sent/forwarded to the Director (Admn.), Delhi Judicial Academy alongwith copies of educational qualifications, caste certificate if any, experience certificate and other relevant certificate (duly attested by a Gazetted Officer) clearly mentioning on the envelope **"Application for the post of Research Assistant"** on or before **20.02.2019** till 5 p.m.
- ii. The applications of the candidates would be shortlisted on the basis of eligibility conditions and thereafter the candidates will be called for interview by the Selection/Expert Committee. The Selection/Expert Committee will select the candidates on the basis of their professional ability.

  
18/01/19

- iii. The selected candidate will not have any right or claim of regular service on the basis of contractual appointment of Research Assistant in Delhi Judicial Academy.
- iv. This service will not be counted if the candidate is selected on regular basis at the time of recruitment on Regular Basis for the post of Research Assistant.
- v. The applicants will have to bear all travelling expenses on his/her own.
- vi. The candidate engaged on contract will be required to work at the Delhi Judicial Academy, Sector-14, Dwarka, New Delhi - 110078.
- vii. The candidate engaged will be required to attend office on all working days and if necessary on holidays. If required, he/she will have to work even beyond normal office hours.
- viii. Leave:-
- a). The selected candidate shall be eligible for leave of 12 days in a calendar year on pro-rata basis. Thereafter, he/she shall not be paid any remuneration in case of his/her absence beyond 12 days in a calendar year (calculated on pro-rata basis).
  - b). Unavailed leave in a calendar year cannot be carried forward to next calendar year or encashed at the end of the tenure.
  - c). The Delhi Judicial Academy would be free to terminate the service in case the person remains absent for more than 12 days beyond the entitled leave in a calendar year.
  - d). The selected candidate cannot avail more than 3 leaves in a month.
- ix. The candidate engaged would be under obligation to maintain discipline and perform the work assigned to him/her within the time limit prescribed.
- x. The Delhi Judicial Academy reserves the right to terminate the contract of engagement without giving any notice, if the work and performance of any person is not found satisfactory.
- xi. The candidate engaged will not be provided any Medical Leave, Leave Travel Compensation and News Paper/Magazine allowances/reimbursement.

  
18/01/19  
Chief Administrative Officer

**Annexure-"1"**

**APPLICATION FOR THE POST OF RESEARCH ASSISTANT (NON-GAZETTED) ON CONTRACT BASIS**

1. Name : \_\_\_\_\_  
2. Father/Spouse Name : \_\_\_\_\_  
3. Date of Birth : \_\_\_\_\_  
4. Gender : \_\_\_\_\_  
5. Permanent Address : \_\_\_\_\_  
City/State : \_\_\_\_\_  
Pin-Code : \_\_\_\_\_  
6. Correspondence Address : \_\_\_\_\_  
City/State : \_\_\_\_\_  
Pin-Code : \_\_\_\_\_  
7. Mobile No. & e-mail ID : \_\_\_\_\_

Please paste  
self attested  
photograph here

8. Educational & Professional Qualification (Enclose a separate sheet if space is not enough) :-

S. No.	Name of Examination Passed	Year of passing	Grade/Percentage/CGPA	University/Board/ Institute
1				
2				
3				
4				
5				

9. Details of Research Work done, if any :

10. Details of employment in chronological order (Enclose a separate sheet if space is not enough):

S. No.	Name of department / Office	Post Held	From	To	Scale, Basic Pay & Grade pay	Nature of Duties
1						
2						
3						
4						

11. Nature of present employment : Temporary/Permanent(\_\_\_\_\_)

12. Whether belongs to SC/ST/OBC/PWD : \_\_\_\_\_

**DECLARATION**

(To be written in candidate's handwriting:- "I hereby declared that the information and particulars furnished above are true and correct to the best of my knowledge and belief and nothing has been concealed and I understand that false or inaccurate information in the application will be the basis for rejection/termination":

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_)

Place:

Date:

Signature of the Candidate