

HIGH COURT OF JUDICATURE AT BOMBAY,
BOMBAY

SELECTION PROCESS FOR THE POSTS OF CLERK

The candidates, whose names are enlisted in the enclosed list, are directed to send self attested copies of the following documents by SPEED POST only on or before **11/05/2022** to “The Registrar (Personnel), High Court, Appellate Side, 5th floor, New Mantralaya Building, G.T. Hospital Premises, Lokmanya Tilak Marg, Mumbai -400 001” for the purpose of verification. The self attested copies of documents submitted/sent by the mode other than Speed Post or received after aforesaid date, will not be accepted. If any candidate does not comply the aforesaid directions, his/her candidature will not be considered in further Selection Process. It be also noted that mere calling of documents does not entitle the candidates to appear for the Screening Test.

**List of documents which are required to be sent
(by Speed Post) by the candidates**

<i>Sr. No.</i>	<i>Particulars of the documents</i>
1	Print out of the online application with Registration Number.
2	Certificates and Mark Sheets of S.S.C., H.S.C.
3	The final year Mark Sheets and Certificates of Graduation and Post Graduation.
4	Mark-sheets and Certificates of all semesters of BSL/BLS of 5 years LLB Course/LLM, if any.
5	Certificates issued by the Government Board (G.C.C.) or Government Certificate in Computer Typing Basic Course (GCC-TBC) or I.T.I. (for the speed of 40 w.p.m.)

<i>Sr. No.</i>	<i>Particulars of the documents</i>
6	Certificates issued by institutions mentioned in Advertisement showing proficiency in use of a Word Processor like M.S. Word, Wordstar and Linux etc.
7	In case of change of name, the candidates are required to send Gazette/Marriage certificate etc. or any other relevant document in support thereof.

The envelope containing the documents shall be superscribed as :

“Application for the post of Clerk”.

Sd/-

Date: 26th April, 2022

Registrar (Personnel)