

- ADVERTISEMENT -

HIGH COURT OF JUDICATURE AT BOMBAY: **NAGPUR BENCH : NAGPUR**

No. N. Estt. /2025/6314

Date : 26/11/2025

Applications are invited online from aspirant candidates domiciled of Maharashtra, who fulfil below mentioned eligibility criteria and essential conditions on the date of publication of this advertisement, for preparing a **Select list of 06 candidates** and a **Wait list of 02 candidates**, for the post of '**Junior Translator and Interpreter**' for '**Marathi**' Language on the establishment of High Court of Judicature at Bombay, Nagpur Bench, Nagpur, in the Pay Matrix of S-18 : ₹ 49100 - 155800/- plus allowances admissible as per rules.

(1) Eligibility Criteria and other essential conditions:-

A) Age Limit :-

Category	Minimum Age Limit	Maximum Age Limit
For General (open)	18 years	38 years
For Scheduled Castes, Scheduled Tribes or Other Backward Classes or Special Backward Class specified, for the time being by the Government of Maharashtra.	18 years	43 years
For High Court / Government Employees, applying through a proper channel	18 years	Not applicable

B) Educational Qualification:- The Candidate should:-

- (i) hold a degree from a recognized University in languages viz. English, Marathi. Preference will be given to candidates who are holders of a Degree in Law from a recognized University;
(Note:- Candidates not holding a degree in languages viz. English, Marathi need not apply)
- (ii) be proficient in English and Marathi and at least any one of the following languages viz. Hindi, Konkani;

(iii) possess a Computer Certificate about proficiency in operation of Word Processor in Windows and Linux, in addition to M.S. Office, M.S. Word, Wordstar7 and Open Office Org. obtained from any of the following Institutes:-

a) Universities established under the Maharashtra Universities Act, 1994.

b) Goa/Maharashtra State Board of Technical Education.

c) NIC

h) DATAPRO

d) DOEACC

i) SSI

e) APTECH

j) BOSTON

f) NIIT

k) CEDIT

g) C-DAC

l) MS-CIT

m) Certificate / Qualification regarding Computer knowledge specified in Government Resolutions dated 04/02/2013, 08/01/2018 and 16/07/2018 issued by Information Technology (GAD) Department of Government of Maharashtra.

C) No Candidate shall be eligible for appointment:-

i) if he/she is not a citizen of India; or

ii) if he/she is not competent to enter into a contract; or

iii) if he/she has been convicted by a criminal court or have a criminal case pending against him/her; or

iv) if he/she has been convicted for offense involving moral turpitude or is or has been permanently debarred or disqualified by the High Court or UPSC or any State Public Service Commission, as the case may be, from appearing in any examination or selection process conducted by them; or

v) if he/she has more than one living spouse; or

vi) if he/she has more than two children, born after 28/03/2006 vide Maharashtra Civil Services (Declaration of Small Family) Rules, 2005.

D) Those candidates who are presently under Court/Government service shall take prior permission and obtain No Objection Certificate from their present office. Such candidate shall produce the said Certificate as and when directed by the Registry.

(2) Shortlisting of Candidates :-

The High Court reserves the right to adopt an appropriate method/methods for the shortlisting of the candidates. The list of shortlisted candidates shall be displayed on the official website of the Bombay High Court. It is clarified that merely satisfying eligibility criterion or acceptance of Application Form, does not entitle a candidate to be called for the test.

(3) Instructions for Online Application form :-

- i) The candidates are advised to minutely go through all the instructions and detailed advertisement before filling the online application form.
- ii) The candidate shall submit the application online only in the prescribed format through the High Court website i.e. <https://bombayhighcourt.nic.in> for which link shall open at **11.00 a.m on 27/11/2025 and close at 05.00 p.m. on 12/12/2025**, after which the link shall be disabled.
- iii) Before commencing to fill the rest of online application form, the candidates shall pay registration fee of ₹ 300/- (Rupees Three Hundred only) by clicking on the link provided, through “SBI Collect” an online gateway facility and get an alphanumeric reference number which shall be filled up in fee details / SBI Collect Reference No. in the Online application.
- iv) The candidate should give his/her correct detailed address with Pin Code for correspondence.
- v) The candidate should provide correct e-mail address and his/her mobile number on which correspondence will be made, if any.
- vi) Married candidate should fill correct information in the respective column.
- vii) While filling up the information in ‘Details of Educational Qualification’, candidate should mention his/her qualification in following sequence:-
 - a) S.S.C.,
 - b) H.S.C.,
 - c) Graduation,
 - d) Post graduation

- viii) The candidates are required to furnish “Total Marks Obtained” and “out of total marks” of graduation/post graduation.
- “Total Marks Obtained” means total of marks obtained in all the years/semesters.
 - “out of total marks” means total of out of total marks of all the years/semesters.
- ix) Where the candidates mark sheet mentions grades such as C.G.P.A. /S.G.P.A., candidates are required to provide the corresponding “Total Marks Obtained” and “out of total marks”, which accurately correspond to the grades mentioned.
- x) It should be noted that only those candidates who hold a degree from a recognized university in languages viz. English, Marathi are eligible for the post of ‘Junior Translator and Interpreter’. The candidates who are eligible on the basis of post graduate degree in language (e.g. M.A. in Marathi, M.A. in English), while filling information in ‘**Details of Degree in Language***’ in online application shall follow the below mentioned procedure:-

- firstly select ‘Graduate’ from Degree dropdown;
- select ‘Any other’ in ‘Degree in Language’ column and mention name of their graduation degree in ‘Name of Degree in Language (applicable for other)’ column;
- enter details of their graduation degree.

Thereafter, they shall proceed to enter details of their post graduate degree in language by selecting ‘Post Graduate’ dropdown.

Example:-

Details of Degree in Language*						
Degree	Degree in Language	Name of Degree in Language (applicable for other)	University	Year of Passing	Total Marks Obtained	out of total marks
Graduate ▾	Any Other ▾	B.A.	NAGPUR	2009 ▾	450	700
Post Graduati ▾	M.A. in Marat ▾		NAGPUR	2011 ▾	500	900
						Add Less

- The candidate shall furnish information regarding proficiency in English and Marathi and any one of the languages viz. Hindi, Konkani as shown in the online application form. Proficiency in English and Marathi language is mandatory.
- Before commencing process to fill up Online Application, the candidate must have his/her latest passport size photograph and signature duly scanned in separate

files in the .jpg/.jpeg format in such a manner that size of each file should not exceed 40 KB and shall attach the same at the appropriate places shown in the online application form.

- xiii) The candidate shall ensure that the form is properly filled, then he/she should firstly click the 'Declaration' box and submit the form by clicking on the box containing words 'I Agree'. The information cannot be changed after such submission and any inquiry/query/grievance in this regard shall not be entertained.
- xiv) The candidate shall note down Registration number which will be displayed after submitting of the online application and thereafter take a printout of the duly filled in application form from the tab 'Print Application'. The printout or any original or attested copies of the documents/certificates need not be sent to the Registry at the stage of submitting online application. The said printout and copies of documents shall be produced by the candidates when called upon to do so.

(4) Procedure for online fee payment :-

- a) A candidate is required to pay Registration fee of ₹ 300/- (Rupees Three Hundred only) through **SBI-Collect**- an online payment gateway facility, only.
- b) The candidates are directed to follow instructions given in 'User Manual'. Additional charges, if any, levied by the concerned bank shall be payable by the candidates.
- c) The candidates shall note that the application will not be considered unless the fee is successfully paid in full. The fee or its part is non-refundable under any circumstances. Mere online payment of the non-refundable fee does not create the candidate any right to appear for test. The candidate must ensure that the online payment is successful and properly processed as a pre-condition for consideration of the application. It is the responsibility of the candidate to verify that the payment has been successfully made before submitting the application.
- d) The High Court Registry shall not be held responsible for the rules, terms, or conditions framed or to be framed by the 'SBI Collect' platform. The Registry will not entertain any inquiries, claims, or grievances in any form regarding payments made through the 'SBI Collect' facility. The Registry assumes no responsibility for the security of transactions, claims, or losses incurred while making payments

through the 'SBI Collect' platform. Candidates are advised to exercise due caution and ensure that all payment details are accurate and secure during the transaction process.

(5) Scheme of Examination:-

(i) Test:-

Sr. No.	Scheme of Examination		
1)	The eligible shortlisted candidates shall be required to undergo Screening Test of three hours duration, consisting of the following syllabus:-		
	(i)	English Grammar	30 Marks
	(ii)	Essay	20 Marks
	(iii)	Letter Writing	10 Marks
	(iv)	Translation from English to Marathi and any one of the following languages viz. Hindi, Konkani.	40 Marks
	(Maximum marks-100)		(Minimum passing marks-50)
2)	<u>Viva-voce</u> (Maximum marks – 20)		

- ii) The candidates qualifying the Screening test shall alone be eligible for appearing in Viva-voce.
- iii) The Admit Cards shall be made available for download on the Bombay High Court website in due course.
- iv) The time table, venue of Screening Test, Viva-voce and the results of recruitment process for both stage shall be displayed on the official website of the Bombay High Court i.e. <http://bombayhighcourt.nic.in>. No personal communication shall be made.

(6) Verification of Documents:-

The candidates, who are likely to be called for Viva-voce, shall submit to the office self-attested copies of the following documents/certificates and produce originals thereof for verification, at the time of Viva-voce:-

- a) Certificate of proof of Date of Birth (School Leaving Certificate or Birth Certificate issued by Competent Authority or Board Certificate of 10th Std.);
- b) Mark sheets and passing certificates of all educational qualifications as mentioned in their online application, such as S.S.C., H.S.C., Graduation, Law Graduation, Post-Graduation, etc. Where the mark sheet reflects grades like C.G.P.A./S.G.P.A. instead of marks, candidates are required to provide a documentary proof obtained from the respective Institution/Board /University/College certifying accurate conversion of grades into marks, failing which the application form shall be liable for rejection;
- c) A certificate of computer proficiency issued by any recognized institution, as mentioned in eligibility criteria;
- d) Experience Certificate regarding Translation and Interpretation work, if any, issued by the employer mentioning his/her name, signature, date of issuance and seal of the institution/office;
- e) Caste certificate from such authority, as prescribed by the Government, wherever applicable;
- f) Domicile certificate, issued by a competent authority from the State of Maharashtra;
- g) Where the Candidate's name is changed, a copy of Government Gazatte/Marriage Certificate issued by the Competent Authority.
- h) A self-declaration regarding small family in the prescribed format (**Form 'A'**);
- i) Original Character certificates issued by two respectable persons reflecting about character of the candidate in the prescribed proforma, given with advertisement. The character certificates should be issued on or after the date of publication of the advertisement (**Form 'B'**);
- j) No Objection Certificate issued by the Government Office, where the candidate is already working and has applied with prior permission of the Head of the Department;
- k) Any other document to support the information provided in the online application.
- l) Any other documents, if asked by the Registry.

(7) Select List and Wait List

- a) On the basis of performance of candidates in Test and Viva-voce, a Select List and Wait List of candidates for the above-said post will be prepared in the order of merit and the same will be published on the official website of the Bombay High court in due course of time, after the selection process is over.
- b) The Select List and Wait List shall be valid for a period of two years from the date of its publication and shall stand lapsed thereafter, unless the validity period is extended.
- c) The Wait List shall be operated only for occurrence of vacancy caused by non-joining of the candidate from the Select List within the stipulated time allowed or where a Select List candidate joins the post but resigns, etc. within the period of validity of the said list. However, mere enlistment of name in the Wait List does not confer any right in favour of Wait Listed candidates to claim appointment for the post of Junior Translator and Interpreter.
- d) Appointed candidates shall be initially kept on probation for a period of 02 years. During the period of probation and until certificate about satisfactory completion of probation period is issued, services of the appointee shall be liable to be terminated, at any time, without giving any notice or assigning any reason.
- e) The name of the candidate shall be removed from the Select / Wait List without any notice, if it is revealed that any information supplied by such candidate in the Application Form is false/incorrect/wrong.
- f) If a candidate on the Select List / Wait List fails to join the duty within the period stated in the appointment order, his/her name will be struck off/removed from the Select List/Wait List.

(8) Other Important Instructions:

- i) The candidates applying should ensure that they fulfil the prescribed eligibility conditions on the date of publication of this Advertisement. Their admittance to Screening Test will be purely provisional and subject to the verification of the certificates/documents from the Original produced at the time of Viva-voce.

- ii) The candidates will have to appear for the said Test and Viva-voce as and when called for, at their own expense. They shall keep with them printout of Admit Card alongwith original ID proof like Aadhar Card/PAN/ Election Identity Card/Driving licence/Passport etc.,while appearing for the Test and Viva-voce.
- iii) The candidate shall ensure that the Application form is properly filled. The Application missing necessary particulars shall be summarily rejected. If any particulars furnished by a candidate is found to be false or incorrect or it is found that the candidate does not fulfil any of the eligibility conditions, at any stage of selection process, his/her candidature shall be rejected and such candidate shall be debarred from the recruitment process without any notice and if appointed, will be liable to be dismissed/terminated. The suppression of any material fact will be similarly treated.
- iv) The eligibility of a candidate, who is to be called for the Viva-voce/Interview, on the basis of marks obtained by him/her in the Screening Test, shall be finally decided after scrutiny of the applications, verification of original documents and testimonials produced at the time of Viva-voce/Interview. After due scrutiny, only eligible candidates will be allowed to appear for the Viva-voce.
- v) Candidates are advised to visit Website of Bombay High Court for update of information about the recruitment process or change of schedule of recruitment process on account of any unforeseen event/s, beyond the control of the office. The High Court shall not be responsible for missing or non-receipt of any information on account of his/her failure to checkup with the official website from time to time.
- vi) In case candidate submits more than one application form, he/she must note that the application last submitted will only be entertained. No correspondence requesting to accept previous application(s) will be entertained.
- vii) Candidates must note that fee once paid will not be refunded in any circumstances even in case where fee for more than one application form has been paid by the candidate.
- viii) Candidates attempting to influence directly or indirectly shall be disqualified.
- ix) The decision of the Selection Committee on any issue as would be raised at any stage shall be final in this selection process.

x) The number of vacancies is tentative and subject to change(s) i.e. increase or decrease on account of any administrative reasons.

xi) The Registry reserves the right to cancel/restrict/ enlarge/modify/alter the conditions /rules of advertisement, if needed, without issuing any notice.

Place : Nagpur.
Date : 26/11/2025.

Sd/-
Registrar (Administration)
High Court of Bombay,
Nagpur Bench, Nagpur

* * * * *

FORM – A

DECLARATION

I, Shri/Smt./Kum. _____ son/
daughter/wife of Shri _____ aged _____ years, resident of
_____ do hereby declare as
follows :-

1. I affirm that all the details filled up in the application are true and correct as per my knowledge. If any information is found to be false/incorrect, I will be liable to be disqualified from the process of selection and if selected/appointed, my services would be liable to be terminated without any notice.

2. I have _____ (number) living children as on today. Out of which number of children born after 28th March, 2005 is _____ (mention dates of birth, if any).

3. I am aware that, if total number of living children are more than two due to the children born after 28th March, 2006, I am liable to be disqualified for the said post.

4. I declare that there is no any criminal case pending against me / I not been convicted by any Criminal Court / I am not facing any disciplinary enquiry.

Place :

Date :-

Signature and Name of applicant

Note:- The above Declaration should also be filled in by unmarried candidate stating 'not applicable' in respective places.

FORM – B

Character Certificate

Certified that Shri/Smt./Kum. _____,
son/daughter/wife of Shri _____, R/o
_____ is well known to
me since last _____ years. To the best of my knowledge and belief he/she bears good
moral character and has nothing adverse which debars his/her suitability for Government
job. He/She is not my relative.

Place : _____

Signature

Date : _____

Name : _____

Designation : _____

Address : _____

Mobile No. : _____