

HIGH COURT OF JUDICATURE AT BOMBAY :
NAGPUR BENCH: NAGPUR

ADVERTISEMENT

High Court of Judicature at Bombay, Nagpur Bench, Nagpur, is inviting online applications from the eligible candidates and from Para Legal Volunteers (PLVs), for being appointed as **Contractual Staff** at eSeva Kendra, situated in the premises of High Court, Bench at Nagpur.

Description of Posts:

Post Name	: Contractual Staff.
Number of Posts	: 2 (Two).
Nature	: Purely Contractual.
Remuneration	: Consolidated 15,000/- p.m. (Professional Tax will be deducted from the consolidated pay)
Validity of contract	: Contract of appointment will be valid upto 31/03/2023. Contract can be extended later on, subject to sanction of funds by the Government and performance of the Candidate.
Termination of Contract.	: Services of the Candidate can be terminated at any point of time without giving any notice and clarification, after assessment of his/her performance.
Rights	: All rights are reserved with the Registry at High Court, Bench at Nagpur.
Preference for appointment	: Preference will be given to Para Legal Volunteers (PLVs).

Eligibility Criteria:-

Age :	: On the date of publication of advertisement, age of the candidate should not be less than 18 years.
Computer Knowledge :	Candidate must possess Computer Certificate about proficiency in operation of word processors in Windows and Linux in addition to M.S. Office, M.S. Word, Wordstar-7 and Open Office Org. and having certificate any of the following;

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|-------------|--------------|-----------|
| i) NIC | v) C-DAC | ix) CEDIT |
| ii) DOEACC | vi) DATAPRO | x) MS-CIT |
| iii) APTECH | vii) SSI | |
| iv) NIIT | viii) BOSTON | |

Language : Candidate should be proficient in Marathi, Hindi and English language.

Instructions to the Candidates and list of required essential Documents/Certificates :-

- i) Proof of date of birth. (School Leaving/Birth Certificate/Board Certificate of SSC, etc.).
- ii) Documents of Educational Qualification and other qualification.
- iii) Certificate of Computer Knowledge.
- iv) Domicile Certificate in State of Maharashtra;
- v) Original Character certificates issued by two respectable persons, with their name, designation and full postal address, issued on or after date of publication of the advertisement, certifying that the candidate bears good moral character, in the proforma given with this advertisement (**Form 'A'**).
- vi) Subject of the Email should be “**Application for the post of Contractual Staff**”.

Candidates should forward their applications in pdf format alongwith scan copies of all other essential documents. The applications should be forwarded via E-mail on or before 25th July, 2022 on hcnag.mah@nic.in. The applications received after the last date, will not be entertained.

Sd/-
Registrar (Administration)