

HIGH COURT, MADRAS

(Before filling up the application, candidates are required to go through the Notification and Common Instructions to the candidates thoroughly)

**APPLICATION FOR FILLING UP OF THE POST(S) IN THE PUDUCHERRY JUDICIAL
SUBORDINATE SERVICE THROUGH DIRECT RECRUITMENT
(FROM THE NATIVES/RESIDENTS OF U.T. OF PUDUCHERRY)**

[Candidates can use single application for any number of post(s)]

[Tick whichever is applicable]

Notification No. 50/2024, Date:24.03.2024

- POST(s) APPLIED FOR:**
- | | |
|----------------------------------|--------------------------|
| 1. Senior Grade Stenographer | <input type="checkbox"/> |
| 2. Junior Grade Stenographer | <input type="checkbox"/> |
| 3. Translator/ Interpreter | |
| a) Telugu | <input type="checkbox"/> |
| b) Malayalam | <input type="checkbox"/> |
| 4. Junior Clerk | <input type="checkbox"/> |
| 5. Typist | <input type="checkbox"/> |
| 6. Driver | <input type="checkbox"/> |
| 7. Multi Tasking Staff (General) | <input type="checkbox"/> |

Affix your recent
Passport size photo

[Do not pin or
staple]

1. NAME : Mr./Mrs./Ms. _____
(In Capital Letters, Name as per School Record)
(In case of name change, attach the self-attested Gazette copy)
2. Nativity Certificate Details
- | | |
|----------------------------|-------------------------------------|
| (a) Issuing Authority | : |
| (b) Certificate No. & Date | : |
| (c) Region | : Puducherry/ Karaikal/ Mahe/ Yanam |
3. Father's Name :
4. Spouse Name (if married) :
5. Date of Birth & Age (as on 01.01.2024) :
6. Gender :
- (a) in cases of female, specify the status, Widow /Divorced women:
(if yes, copy of certificate to be enclosed)
7. (a) Permanent Address :
- (b) Address for Communication :

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8. (a) Aadhaar Number :
(b) PAN Number (if available) :

9. (a) Community : OBC/EBC/MBC/BT/BCM/SC/ST/EWS/UR :
(please specify)
(b) Caste :

- (c) (i) Are you a person with Disabilities : Yes / No
(if yes, Details of Disabilities)

Sl. No.	Nature of Disability	% of Disability	Certificate / ID No.	Issuing Authority

(for the proof of disability, copy of certificate to be enclosed)

- (ii) Do you require Scribe for the examination : Yes/No

- (iii) If yes, willing to avail Scribe on your own : Yes/ No

(If No, Scribe will be provided by the Judicial Recruitment Cell, High Court, Madras)

(refer Annexure V and VI of the 'Common Instructions to the candidates')

(The applicants who have opted for their own scribe should submit form provided at Annexure VI while appearing for the examination)

- (d) Are you an Ex-Servicemen : Yes / No

(if yes, provide the following details)

(i) Service Details :

(ii) Discharge particulars :

(iii) Other particulars, if any :

(if yes, copy of discharge certificate to be enclosed)

- (e) Are you a Meritorious Sports Person (MSP) : Yes / No
(for the post of Junior Clerk only)

(if yes, enclose the certificates) :

10. Telephone Number & E-Mail ID

(i) Landline No. with STD Code, if any :

(ii) Mobile No. :

(iii) E-Mail ID :

11. (i) Academic Details (Starting from SSLC (8th/10th))

Sl. No.	Examination Passed	Medium of Instruction	Year of Passing	Board / University / Institution	Marks * (%)	Stream (Science, Commerce, etc.)
1	8 th Std.					
2	S.S.L.C.					
3.	H.S.C.					
4.	Diploma					
5.	U.G. Degree					
6.	P.G. Degree					
7.	(any other qualification)					

(ii) Technical Details:

Sl. No.	Examination Passed	Year of Passing	Board / Institution	Grade
1	Typewriting - English			
2	Typewriting – Tamil / Malayalam / Telugu			
3	Shorthand - English			
4	(any other Technical qualification)			
5	(any other Technical qualification)			

(iii) Driving License Details (LMV - four wheeler only)

- (a) Driving License No. and Date :
 (b) Issuing Authority :
 (b) Valid upto :
 (c) Driving Experience Details (if any) :

12. Languages known :

Sl.No.	Language	To Read	To Write	To Speak
1.				
2.				
3.				
4.				
5.				

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- 13.(i) Are you employed : Yes /No
if yes, fill up the details below
(ii) Work Experience Details :
(Government / PSU / Autonomous Body)

Sl.No.	Name of the Organisation	Designation	Period from	Period To
1.				
2.				
3.				
4.				
5.				

14. Whether any Disciplinary Proceedings initiated /contemplated
against you : Yes / No
if Yes, furnish the details :

15. Whether Dismissed / Removed / Terminated /
Discharged from service by your employer : Yes / No
if Yes, furnish the Details :

16. Fee Details :
(a) D.D. Number :
(b) D.D. Date :
(c) Bank and Branch in which drawn :
(d) Amount :

17. Do you have relatives working in
High Court, Madras or any of the Subordinate Judiciary in the
State of Tamil Nadu/Puducherry : Yes / No
if Yes, furnish the details :

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18. Have you been detained /arrested/released on bail /
Named in the FIR /Charge sheeted /Prosecuted in any
Criminal Cases/ convicted for offence (involving moral
turpitude or any other offence(s)) : Yes/No
If Yes, furnish the details :

19. Any other information :

Declaration:

I hereby declare that all the particulars furnished in the application are true, correct and complete to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligible or suppressed or withheld and the same is detected before or after the examination or at any stage, any action can be taken against me by the Judicial Recruitment Cell, High Court, Madras including rejection of my application.

Date :

Place :

SIGNATURE OF THE APPLICANT

Note: List of documents, which are mandatory, and other relevant documents (if any), are to be enclosed with self attested xerox copies, along with filled in application form.

List of Self Attested Documents to be Enclosed:

- (i) 8th/SSLC , HSC , DIPLOMA, UNDER GRADUATE DEGREE , POST GRADUATE DEGREE & ANY OTHER ACADEMIC QUALIFICATIONS #
- (ii) TECHNICAL QUALIFICATIONS
- (iii) COMMUNITY CERTIFICATE
- (iv) NATIVITY OR DOMICILE CERTIFICATE*
- (v) DRIVING LICENSE* (For the post of Driver)
- (vi) EX-SERVICEMEN CERTIFICATE
- (vii) AADHAAR CARD*
- (viii) DISABILITY CERTIFICATE
- (ix) WIDOW CERTIFICATE/DIVORCED WOMEN/ WOMEN JUDICIALLY SEPARATED FROM THEIR HUSBAND AND WHO ARE NOT REMARRIED / DESERTION CERTIFICATE
- (x) DEMAND DRAFT (PAYMENT OF EXAMINATION FEE) (only for non-exempted categories)*
- (xi) RELEVANT CERTIFICATES FOR MERITORIOUS SPORTS PERSON QUOTA (for the post of Junior Clerk claiming under MSP quota)
- (xii) Filled in Annexure V of the Common Instructions to Candidates
(for the applicants belonging to Persons with benchmark Disabilities)

*** Copies of documents are mandatory in nature.**

support for documents claiming at least the prescribed educational qualification for the post(s) applied has to be enclosed.