

THE HIGH COURT OF MEGHALAYA
SHILLONG.

No. HCM.II/289/2013/419 Dated, Shillong 14th February, 2014.

NOTICE

Dated, Shillong 14th February, 2014

Applications are invited from Indian Citizens for 5 (five) posts (Two reserved for Khasi/ Jaintia Scheduled Tribe, Two reserved for Garo Scheduled Tribe and One for General and Scheduled Caste nil (less .5) of Junior Administrative Assistants (JAA) in the High Court of Meghalaya, Shillong in the Scale of Pay of ₹ 13100-330-15410-EB-420-199190-580-25570/- P.M.

The application forms can be downloaded from the Website of the High Court of Meghalaya at meghalayahighcourt.nic.in. The filled forms alongwith attested copies of certificates, 2 (two) recent pass port size photographs and Treasury Challan of Rs. 100/- (Rs.50/- for Scheduled Caste/ Scheduled Tribe) Deposited under the Head of Accounts 0070 – other administrative service – 800 – other receipts 01 Admn. of Justice. should reach the office of the undersigned on or before **Monday 3rd March, 2014**. Departmental candidates may submit their applications through proper channel, and must reach before the last date for submission.

The candidate should not be less than 18 years of age and not more than 27 years of age as on 1.03.2014. Upper age limit is relaxable by 5 (five) years in case of candidates belonging to Scheduled Caste / Scheduled Tribe.

QUALIFICATION :- Bachelor Degree from a recognized University with Computer Knowledge.

N.B. The Examination shall be held on Sunday, 27th April, 2014.

REGISTRAR GENERAL

STANDARD FORM OF APPLICATION

Date

To

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Sir,

I beg to apply for the post of and furnish the facts as below. In case of any false statement, I am liable to any action Government may deem fit and proper, A Treasury Challan of Rs. (Rupees) vide T.V. No. is attached herewith.

Signature of Applicant.

1. Full name (in Capital Letters) with Address; if any :- Surname First.
(Please do not use any initials)
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2. Date of Birth :-
..... Year Month Date

3. Place of Birth :-
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Village / Town Police Station District State

4. Father's / Mother's / Husband's name (in case of married female) :-
(Please do not use any initials)
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5. Personal Description :-
A. Height :MCM B. Colour of Eyes :
C. Colour of hair :- D. Visible distinguishing marks; if any :
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6. A. Permanent Address in full : B. Present Address in full :
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C. If you have not resided at the above address continuously for the last four year, please give the other address where you have resided during the period :-
From : To : Address :

7. Reference – Name & Address of two responsible persons in your localities who would be prepared to vouch for you :-

A. B.
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8. Educational & other qualifications (Please attach copies of Certificates, Marksheets, etc. :-

Name of Institution & Address	Date of Entering	Date of Leaving	Examination Passed	Division	Subjects Taken

9. Are you a member of SC / ST ? Answer ‘Yes’ or ‘No’. If ‘Yes’, give particulars supported by a certificate (Copy to be enclosed :-

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10. Present occupation; if any :-

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11. Previous appointment held; if any :-

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12. Are you a temporary/retrrenched personal of a Temporary Department of the Government of Meghalaya ? Answer ‘Yes’ or ‘No’; if ‘Yes’, give particulars :-

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Signature.