

# HIGH COURT OF JAMMU & KASHMIR AND LADAKH

(Office of the Registrar Recruitment at Jammu)

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**Advertisement Notice No: 01 of 2024/RR/RC**

**Dated: 27-02-2024**

**Subject: Advertisement for the post of Telephone Operator (Non-Gazetted), in the High Court of Jammu & Kashmir and Ladakh.**

- a) Date of Commencement for submission of online applications : **03.03.2024**  
b) Last Date for submission of online applications : **18.03.2024**  
c) Last date for submission of online fee : **18.03.2024**

**Total Number of posts advertised = 04**

Online applications are invited from the eligible candidates for participating in the selection process for the post of Telephone Operator, Level-4 (25500-81100), as mentioned in **Annexure-A** to this notification, who:

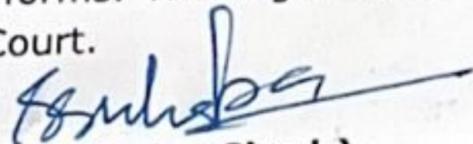
- a. are domiciles of UT of Jammu and Kashmir in terms of **S.O. 166 dated 18.05.2020**, issued by GAD, Government of Jammu and Kashmir and those who are residents of UT of Ladakh for a period of not less than 15 years before the date of applying and are actually residing in the area.
- b. are having age as on 01.01.2024:
- Not below 18 years; and
  - Not above:
    - 40 years in the case of Open Merit.
    - 43 years in case of RBA/SC candidates.
    - 42 years in the case of Physically Challenged candidates.
    - 48 years in the case of Ex-servicemen.
    - 40 years in the case of candidates in Government Service/ Contractual employees;
- c. are in possession of the prescribed academic/professional/technical qualifications and fulfill all other eligibility conditions, as prescribed in **Annexure-A**, before last date of submission of application forms i.e., **18.03.2024**.
- d. have deposited fee of **Rs. 400/- (Rupees Four Hundred Only)**.

**Note:**

- a. Applications along with the prescribed fee will be received only through online mode on recruitment portal of the High Court of Jammu and Kashmir link of which will be re-activated on **03.03.2024** on the website of the High Court: <https://www.jkhighcourt.nic.in>.
- b. Submission of Application Forms and fee payment shall not be accepted/entertained after the cut-off date fixed for receipt of the same.
- c. Candidates shall not submit the printout of the Application Form/fee payment receipt to the office of Registrar Recruitment, High Court of J&K and Ladakh at this stage.
- d. The reservation for various categories would be determined as per the provisions of **S.O. 127 dated 20.04.2020**.



- e. Please note that the above procedure is the only valid procedure for applying. In no other mode, the Application Form would be accepted and even online incomplete Application Form would not be accepted.
- f. The printout of the application form alongwith the fee pay payment receipt and required copies of documents shall be kept ready to be submitted as and when required.
- g. The in-service candidates/contractual employees shall submit photocopy of the filled up online application form through proper channel viz. the concerned Head of Department. In the event of failure of the candidate to route the application through proper channel, his/her eligibility shall be assessed as if he/she is not an in-service candidate. The Head of Department concerned shall forward the application form of the in-service candidates at the address of the Registrar Recruitment, High Court of J&K and Ladakh, Janipura, Jammu, within 15 days after the last date of filing their Application form.
- h. The last date for submission of online application forms as prescribed above shall be the cut-off date for determining the eligibility to apply for the post. The age limit, however, is determinable with reference to the 1<sup>st</sup> of January, 2024. Any qualification/experience acquired after last date of receipt/submission of online application form i.e., **18-03-2024** shall not be taken into account for any purpose.
- i. The prescribed qualifications reflect the bare minimum requirement of the job and mere possession thereof shall not entitle a candidate to be called for written test.
- j. The criteria and syllabus for the test for the selection to the post of Telephone Operator has been made available on the official website of the High Court of J&K and Ladakh.
- k. The eligible candidates shall have to appear in the test on the date(s) notified separately. No separate call letters shall be issued individually; however, wide publicity shall be given through print and electronic media, official website <https://www.jkhighcourt.nic.in> of the High Court about the venues, dates of written test/ interview for the information of eligible candidates. No claim of being unaware of the dates/schedule for written test/interview shall be entertained.
- l. No TA/DA shall be paid to the candidates for test.
- m. Qualification acquired after the last date of submission of application shall not be taken for consideration.
- n. Before applying online, the candidates are advised to carefully go through the guidelines for online submission of forms. These guidelines will be available in the online portal of the High Court.

  
(S. Satinder Singh)  
Registrar Recruitment

Dated: **27.02.2024**

**No.:5417-40/RR/RC**

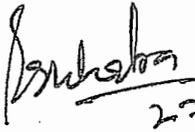
**Copy to the:**

1. Principal Secretary to Hon'ble the Chief Justice, High Court of J&K and Ladakh, Jammu;
2. Joint Registrar/Secretary to Hon'ble Mr. Justice \_\_\_\_\_

..... for information of their Lordships.

3. Registrar Computers (I.T), High Court of J&K and Ladakh, Jammu.
4. Additional Registrar (Administration), Office of the Registrar General, High Court of Jammu and Kashmir and Ladakh, Jammu.

5. Director Information, J&K, Jammu with the request to publish the above notification along with the connected Annexure-A in two daily newspapers each of Jammu and Kashmir province i.e. Daily Excelsior (Jammu), Kashmir Times (Jammu), Greater Kashmir (Srinagar) and Daily Srinagar Times.
6. Director Information, Leh, UT of Ladakh, with the request to publish the above notification along with the connected Annexure-A in two daily newspapers of UT of Ladakh.
7. Director, Doordarshan Kendra, Jammu/Srinagar with the request to broadcast the above Notification in News and Employment Bulletin.
8. Director, Radio Kashmir Srinagar/Jammu/Leh/Kargil with the request to broadcast the above Notification in News and Employment Bulletin.
- ✓ 9. Central Project Coordinator, e-Court, High Court of J&K and Ladakh, Jammu, with the request to get the same uploaded on the official website of the High Court of J&K and Ladakh.
10. In-charge Library, High Court Wing, Jammu/Srinagar for keeping the record of the same.
11. Notification File.

  
27.2.2024

**Registrar (Recruitment)**

## Annexure- A to the Advertisement Notice No.01 of 2024/RR/RC.

Adv. Notice No.	Post and Grade	No. of vacancies	Breakup of posts category-wise	Prescribed qualification	Mode of Recruitment
<b>01 of 2024/RR/RC.</b>	Telephone Operator, Level-4 (25500-81100)	04	OM = 02 RBA= 01 SC = 01	"10+2 with ITI/Diploma in Electronics and Communication Trade from an institute recognized by the State Government".	By direct recruitment on the basis of merit obtained in written examination only as per the pattern and syllabus laid down in terms of <b>High Court Order No.18 of 2024/RG/NG dated 03.01.2024, available on High Court website</b> <a href="https://www.jkhighcourt.nic.in">https://www.jkhighcourt.nic.in</a> .

*J. S. Sharma*  
27.02.2024