# High Court of Jammu and Kashmir at Srinagar.

## ORDER

# <u>No:- 579</u>

## Dated:- 24-10-2008

In exercise of the powers conferred on me under Rule 6 of the Jammu and Kashmir High Court Staff (Condition of Service Rules) 1968 and in supersession of all previous orders in this behalf I, Nisar Ahmad Kakru, Acting Chief Justice of High Court of Jammu and Kashmir, on the basis of report submitted by the committee of Hon'ble Judges, constituted for the purpose, prescribe the following qualification and mode of recruitment for appointment and promotion of various posts in the High Court of Jammu and Kashmir.

	By promotion from amongst	required	any, required	
1. A		Graduation from	Two years	12000-16500
1. A	Deputy Registrar (Adm) /Court Sec-	any recognised		
	retaries (Secretaries) / Bench	University		
	Secretaries in equal shares, on the		$\supset$	
	basis of merit cum seniority			
Court Secretary	By promotion from amongst	Graduation from	Two years	10000-15200
to be re designated	Principal Private Secretaries/	any recognized		
as Secretary)	Private Secretaries on the basis of	University		
	merit cum seniority.	1		1
Bench Secretary	By promotion from amongst	Law Graduate	Two years	10000-15200
	Selection Grade Readers/Readers			
	on the basis of merit cum			
	seniority.			
Deputy Registrar	By promotion from amongst	Graduation from	Two years	10000-15200
Adm)	Selection grade Assistant	any recognised University		
	Registrars/ Assistant Registrars on	oniversity		
	the basis of merit cum seniority.			
Deputy Registrar	By promotion from amongst	Graduation from	Two years	10000-15200
(Computer)	Assistant Registrars (Computer)	any recognised		
	on the basis of merit curn	University with		
	seniority.	Diploma in		
		Computer		
	•	Application or BCA		
	-	recognised by the		
		State Govt.		
Assistant Registrar	By promotion from amongst-	Graduation from	Two years	8000-13500
(Adm) Grade-I	Assistant Registrars Grade- II and	any recognised		
	from Protocol Officers/Accounts	University		
	officers on the basis of merit cum		7.	
	seniority.			
Assistant Registrar	By promotion from amongst	Graduation from	Two years	7500-1
(Adm) Grade-il	Section Officers / Court	any recognized		
•	Officers/Chief Librarians on the	University	÷.,	R.
	basis of merit cum seniority.			



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Assistant Registrar	By promotion from amongst	Graduation from	Two years	7500-12000
(Compater)	Sections Officers (Computer) on	any recognized		
	the basis of merit cum seniority.	University with		1
		Diploma in		
		Computer		
		Application or		
		BCA recognised		
		by the State		
		Govt.		-
Private Secretary	By promotion from amongst P.A	Graduation from	Two vears	7500-12000
Filvale Secretary	Cum-Senior Scale Stenographers	any recognized		,
		University.		
	on the basis merit cum seniority	-		7500-12000
Reader	(A) 75% by direct recruitment	(A) Law Graduate		7300-12000
	subject to passing of such	(Professional)	1	1
	examination/test as may be			
	prescribed by the Chief Justice			
	from time to time.		True Marca	
	(B) 25% by promotion amongst	(B) Law Graduate	Two Years	
	Section Officers (Adm.) on the			
	basis of merit-cum-seniority and			
	subject to passing of such	X		• .
	examination/test as may be			
	prescribed by the Chief Justice			
	from time to time.			
Section Officer	By promotion from amongst Head	Graduation from	Two years	7450-11500
	Assistants on the basis of merit	any recognized		1
	cum seniority	University.		
			Two Veers	6500-10500
Section Officer	By promotion from amongst		Two Years	0300-10300
(Computer)	Selection Grade Data Entry	any recognized	1	
	Operators on the basis of merit			
н. 	cum seniority	Diploma in Com-		
		puter Application		
		or BCA		
		recognised by		
		the State Govt.		5450 44500
P.A./Senior Scale	A) 60% by direct recruitment on			7450-11500
Stenographer	the basis of English Shorthand	any recognized		
	and type-writing test with minimum	University and		
	per minute speed of 80 words and	Diploma in		
	40 words respectively	Stenography		
	B) 40% by promotion from	recognised by	B) Two Years	
	amongst Junior Scale	the State Govt.	experience in the	
	Stenographers of the		cadre of Jr. Scale	
-	establishment subject to clearance		Stenographer.	
	of English Shorthand and type-			
	writing test with minimum per			
	minute speed of 80 words and 40	1		
	words respectively.			
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Court Officer	By promotion from amongst Head	Graduation	Two years	6500-10500
الحمي	Assistants and Assistant Protocol	from any	1 WO years	0500-10500
	officers on the basis of merit cum	recognized		
	seniority.	University		
		Onversity		
Supervisor	By promotion from amongst	10 + 2.	Four years	6500-10500
	Telephone Operators of the	10 . 2.	i our years	0000-10000
	Establishment on the basis of			
	merit- cum -seniority.			
Selection Grade Data	By promotion from amongst the	Graduation from	Two Years	6500-10500
Entry Operators	Data Entry Operators of the	any recognized		0000-10000
	Establishment on the basis of	University with		
	merit cum seniority	Diploma in		
		Computer		
		Application or		
		BCA recognised		
		by the State		
		Govt.		
Junior Scale	By direct recruitment on the basis	Graduation from	Two Years	5000-8000
Stenographer	of English Shorthand and type-			
	writing test with minimum per			
	minute speed of 70 words and 35	Diploma in		
	words respectively.	Stenography		
		recognised by		
		the State Govt.		
Head Assistant	By promotion from amongst Senior	Graduate from a	Two years	5000-8000
	Assistants on the basis of ceniority	recognized		
	cum merit.	University.		
Librarian	By direct recruitment	Graduation from		5000-8000
		any recognized		
		University with		
		B.Lib.		
Assistant Court Officer	By promotion from amongst Senior	Graduate from	Two Years	5000-8000
	Assistants on the basis of merit -	a recognized		
	cum -seniority	University.		
Data Entry Operator	By direct Recruitment	Graduation from		4500-7000
		any recognized		
		University with		
		Diploma in		
		Computer Appli-		
		cation or BCA		
	*	recognised by		
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Senior Assistant	By promotion from Junior	Graduate from a	Two Years	4000-6000
	Assistants on the basis of merit-	recognized		
	cum –seniority	University.		
Steno Typist	By direct recruitment on the basis	Graduation from		4000-6000
	of English Shorthand and type-	any recognized		
	writing test with minimum per	University.		
	minute speed of 60 words and 30			
	words respectively.			
Telephone Operator	By direct recruitment	10+2 with		4000-6000
- sicking operator	by an our reordiancia	10+2 with Diploma in		4000-0000
		relevant subject		
		from a institute		
		recognized by the		
		State Govt.		
		2	· . · ·	
Chauffeurs	By promotion from amongst the	Middle pass with	Two Years	5500-9000
	Staff Car Drivers	valid LMV/HMV		
		Driving License.		
				1500 7000
Staff Car Driver	By promotion from amongst the		Two Years	4500-7000
	Drivers Grade – I	valid LMV/HMV Driving License.		
		Driving License.		
Junior Assistant	(A) 75% by direct recruitment	(A) Graduation		3050-4910
		from any recog-		
		nized University.		
		•		
	(B) 25% by promotion from	(B) Matriculation		
	amongst class IV employees of the			
	establishment on the basis of			
	seniority- cummerit			
Driver Grade-I	By promotion from animost the	Middle pass with	Two Years	4000-6000
	Drivers Grade-li	Validly issued		
Deluce Oresta II	Py direct recruitment	Driving License. Middle pass with		3050-3950
Driver Grade-II	By direct recruitment	Validly issued		
		Driving License.		
Restorer	A) 50% by direct recruitment	Matriculation		2610-4400
	and			
	B) 50% by promotion amongst the		Two years	
	Orderlies.			
Photocopier/Plum	By direct recruitment	Middle Pass		2550-3200
ber/Driver-cum-				
Orderly/Safaiwala				



Orderfy	By direct Recruitment	Middle pass		2550-3200
Electrician	By direct Recruitment	10 + 2 with Diploma in Electrician Trade from a recognized Institute.	~ ~~	3050-4910

- If the candidate(s) is/are not available from the relevant feeding cadre, then the selection/appointment shall be made from amongst the candidate(s) from other equivalent cadre(s).
- 2) Since the requirement of graduation for entry into the High Court service was prescribed vide Notification dated 25-4-1987, at that time officials having qualification less than graduation entered the service. Such officials having during this period gained sufficient experience in the working of the administration, the Chief Justice may on his own or on the recommendations of committee, if so constituted, relax the qualification in cases of officers/officials who have made their entry into the service on or before the 25<sup>th</sup> of April, 1987. Further the minimum period of experience can also be relaxed in exceptional and appropriate cases. The officials can get only one relaxation at the time.

#### Hon'ble the Acting Chief Justice

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