

HIGH COURT OF MEGHALAYA: SHILLONG

ADVERTISEMENT

Date : August 23rd , 2022

No.HCM.II/133/2019-Rect/56 : Applications in the prescribed format (as per Schedule I attached) are invited from eligible candidates having essential qualifications for filling up of 4(four) posts of Law Clerks cum Legal Research Assistants in the High Court of Meghalaya on contractual engagement for a period of 1(one) year under the following terms and conditions:

- 1. Nationality and Age:** The candidate must be an Indian national, not less than 23 years of age and not more than 33 years of age as on the date of the advertisement inviting applications;
- 2. Qualifications:**
 - a.** The candidate must have obtained a LL.B degree from any recognized university in India, whether enrolled or not as an advocate with Bar Council of India or with any Bar Council of any State.
 - b.** A candidate studying in the final year of any accredited law course will also be eligible to apply subject to furnishing proof of acquiring Law qualification at the time of interview.
 - c.** A candidate must have basic knowledge of computer including retrieval of desired information from various search engines/ processes such as Manupatra, SCC Online, Lexis Nexis, Westlaw etc.
- 3. Character:**

A candidate seeking engagement as Law Clerk must be a person of integrity, honesty and good moral character, for which the candidate will submit certificate of two responsible persons, at the time of submitting the application.
- 4. Examination Fee:**

Every candidate shall pay non-refundable examination fee of Rs. 100/- (One hundred rupees), through Demand Draft or Postal Order, to be drawn in the name of Registrar General of the High Court of Meghalaya.
- 5. Disqualifications:**
 - a.** A Law Clerk cannot be a practicing advocate or engaged/appointed elsewhere, on honorarium/payment basis. If enrolled as an advocate or engaged elsewhere, the candidate shall disclose the facts in the application and shall undertake to seek the suspension of enrolment or to give up other engagement, as the case may be.

- b. A candidate should not be involved in any criminal case, whether convicted or pending trial.
6. The candidate should affix a latest taken coloured photograph in passport size with his/her own signatures thereon and duly attested by some Gazetted Officer at the place provided in the application.
 7. The envelope containing application should be marked "**APPLICATION FOR THE POST OF LAW CLERK-CUM- LEGAL RESEARCH ASSISTANT**".
 8. One envelope shall contain only one application form. If an envelope contains more than one application form, all such applications shall stand rejected.
 9. The candidate must attach with the application form, certified copies of the certificates in support of his/her age and educational qualifications, extra-curricular activities and computer knowledge.
 10. An application may be sent either by Speed Post, Registered Post A.D. Post, or through Courier; it can also be deposited in the office of the Registrar General of the High Court of Meghalaya during office hours.
 11. Any defective application, which is not complete in any respect, will be rejected outright.
 12. Any application received after the last date will not be entertained and the High Court will not be responsible for any postal delay.
 13. The candidate is required to furnish a checklist along with application form mentioning therein details about the certificates and the testimonials enclosed with the form.
 14. The application (duly filled up and complete in every manner), must reach the office of Registrar General, High Court of Meghalaya, Shillong on or before the 15th September, 2022 during office hours.
 15. The appointment will be for a period of one year on a fixed monthly remuneration of Rs 22,500/- (Rupees twenty thousand and five hundred) only;
 16. A merit list of six persons will be prepared subject to meeting the required standards.
 17. Immediate appointment will be given to the first two candidates on the merit list and the subsequent third appointment will be given upon the vacancy arising.
 18. The candidates placed at 4th to 6th position in the merit list will be kept on the waiting list to be valid for one year from October 15th, 2022 for appointment if any future Judge is appointed in this Court.

19. If any selected candidate (including on waiting list) does not accept the appointment, the next in line of merit be offered the post.
20. No more appointments will be made than the number of Judges in this Court.
21. The incumbents' tenures will not be renewed after completion of their tenures; though they will be entitled to participate in fresh selection process, subject to age qualification.
22. The undersigned reserves the right to cancel the recruitment process at any time without assigning any reason thereof.

Registrar General
High Court of Meghalaya

Memo No.HCM.II/133/2019-Rect/56-A

Dated, Shillong 23rd August, 2022

Copy to :-

1. The Registrar-cum-Principal Private Secretary to Hon'ble the Chief Justice for favour of His Lordship's kind information.
2. The Private Secretary to Hon'ble Mr. Justice H. S. Thangkhiew, Judge, High Court of Meghalaya, Shillong for favour of His Lordship's kind information.
3. The Private Secretary to Hon'ble Mr. Justice W. Diengdoh, Judge, High Court of Meghalaya, Shillong for favour of His Lordship's kind information.
4. The Registrar (Judicial Service/i/c Admn), High Court of Meghalaya, Shillong for information and necessary action.
5. The Joint Registrar-cum-OSD (Listing), High Court of Meghalaya, Shillong for information.
6. The Director of Information and Public Relations, Meghalaya, Shillong with a request to get the same published in the local newspapers of the State i.e., *The Shillong Times, U Nongsain Hima and Salantini Janera*.
7. The Systems Analyst, High Court of Meghalaya, Shillong for uploading the same in the official website.
8. Recruitment Cell, High Court of Meghalaya for information and necessary action.
9. Notice Board.
10. Office File.

Registrar General
High Court of Meghalaya

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24/8/22

SCHEDULE – I

Affix passport
sized coloured
photograph duly
signed and
attested

Adv. No. ____/LCLRA/...../

- 1) Name of Post: Law Clerk-cum-Legal Research Assistant
- 2) Name:
- 3) Mother's Name:
- 4) Father's Name:
- 5) Date of Birth:
- 6) Present Address:
- 7) Permanent Address:
- 8) Contact number:
- 9) Email address:
- 10) Whether SC/ST/OBC? If so, a certificate to that effect to be enclosed.
- 11) Educational Qualifications with the year of passing, division or class secured in different examination from H.S.L.C./H.S.S.L.C. onwards (Copy of the relevant LL.B. certificate or degree should be furnished).
- 12) Whether enrolled as advocate or engaged/appointed elsewhere? If so, furnish the particulars.
- 13) Whether any Civil or Criminal proceeding is pending by or against you? If so, furnish the details of the case.
- 14) Do you have knowledge of Computer Operations? (Yes/No)
- 15) Whether you have undergone any certificate/diploma course in computer operation from a recognized Institute? If so, please give the particulars
- 16) Number and Date of Bank Demand Draft/Bankers Cheque /Postal Order and Value:

Number _____ Amount: _____ Date: _____
Name _____ of _____ Bank/ _____ Post _____ Office: _____

Date: _____

(Signature of Applicant)