

DISTRICT COURT, KARUR
Employment Notification No.1/2022

Applications are invited to fill up the Steno-Typist Grade III posts in Tamil Nadu Judicial Ministerial Service on **Temporary Basis (Permanent status will never be conferred)** in Civil and Criminal Courts of Karur District from the eligible candidates having the undermentioned eligibility criteria. The eligible candidates may apply for the undermentioned posts in the prescribed format along with copies of all the testimonial and certificates duly self attested by the applicants. The applications shall be submitted through Registered post with Acknowledgement. The eligible candidates will be invited for interview after due certificate verification through this Court's website.

Age as on 01.07.2022

Sl. No.	Category of candidates	Minimum age limit	Maximum age limit
1	Scheduled Caste/Schedules Caste (Arunthathiyars), Scheduled Tribes and Destitute Widows of all castes	18 years completed	Below 37 years
2	Most Backward Classes/De notified Communities Backward Classes and Back Ward Classes (Muslims)		Below 34 years
3	"Others" i.e. (Candidates not belonging to SC, SC(A), ST, MBC/DC, BC and BC(M))		Below 32 years

Age relaxation concession will be made with reference to the existing Government Rules / Government Orders.

Name of the post : Steno Typist Grade III - 8 posts (TEMPORARY BASIS)

1. **Scale of Pay :- Level 10 - Rs.20600 - 65500**

2. **Educational Qualification:- S.S.L.C Passed**

3. **Technical Qualification :-**

- i) Both Tamil & English Typewriting Senior Grade (or)
 - ii) Tamil Typewriting Senior Grade and English Typewriting Junior Grade(or)
 - iii) Tamil Typewriting Junior Grade and English Typewriting Senior Grade
- and
- i) Both Tamil & English Shorthand Higher Grade (or)
 - ii) Tamil Shorthand Senior Grade and English Shorthand Junior Grade (or)
 - iii) Tamil Shorthand Junior Grade and English Shorthand Senior Grade

4. **Roster Turn for the vacancies** (12 13, 19, 20, 21, 22, 23, 24)

S.C. (W) (DW) (N.P)

M.B.C & D.C . (N.P)

G.T. (W) (PSTM) (NP)

B.C. (Other than B.C. Muslim) (P - Heirs (Sons/Daughters) who have lost both father and mother due to Corona)

G.T. (P - First Generation Graduate)

S.C. (NP)

M.B.C & DC (W) (PSTM) (NP)

B.C. (NP)

Note: SC-Scheduled Caste, ST-Scheduled Tribe, BC-Backward Class, SC (A) - Scheduled Caste (Arunthathiyar), MBC & DC - Most Backward Class & De-notified, GT- General Turn, N.P.- Non Priority, P- Priority, DW- Destitute Widow, W- Women, TM - Tamil Medium

Last Date : -

All the applications with passport size photos affixed and duly self attested on the right margin of the application in the space provided, as mentioned should be submitted along with self attested copies of all the testimonials, certificates on or before **30.06.2022 till 5.45 P.M.** to the under mentioned address through Registered post with Acknowledgment.

**The District Judge
District Court,
Combined Court Building,
Thanthonimalai,
Karur - 639 007.**

The applications received after the above mentioned last date will not be entertained under any circumstance

The District Judge, Karur has vested with the authority to select the qualified and eligible candidates, to postpone the interview, if circumstances need to cancel the advertisement without any prior intimation. The applicants are strictly instructed to follow the instructions issued along with this notification. Failure in following the instructions will lead to the rejection of the application.

Dated :- 14.06.2022.
Place :- Karur.

**Sd/-R. SHANMUGA SUNDARAM,
DISTRICT JUDGE,
KARUR.**

Application Form
For the post of Steno-Typist Grade III
(On Temporary Basis)

Affix
Passportsize photo
with self
attestation

- 1 Name of the Applicant :
(as per the certificates)
- 2 Father / Husband Name :
- 3 Date of Birth :
- 4 Educational Qualification :
(8th /SSLC/+2 xerox copy of Mark sheet with
Transfer Certificate. Additional educational
qualification if any, xerox copy of certificate to be
enclosed.
- 5 Technical Qualification :
Typewriting, Shorthand, Diploma in Computer
Applications etc.,
- 6 Community :
- 7 Caste :
- 8 Nationality / Religion :
- 9 Native Place :
- 10 Whether the applicant married :
- 11 Permanent Address :

- 12 Whether there is basic qualification in Computer. :
Yes/No. If yes state the qualification
- 13 Experience if any. If so certificates to be attached :
- 14 Are you claim priority? :
if yes, relevant certificates to be attached.
1). Destitute widow
2). Physically challenged person
3). Ex-serviceman or dependent of
Ex-serviceman
4). Intercaste marriage
5). others.
- 15 Do you studied in Tamil Medium if yes, copy of :
certificate to be enclosed.
- 16 Are you registered your name in Employment :
Exchange, if yes, furnish Registration No., Name
of Employment and copy of Registration Card
enclosed.
- 17 Is there any Criminal Case pending against the :
applicant
- 18 Details of enclosures :

Dated :
Place :

Signature of the Candidate

INSTRUCTIONS TO THE CANDIDATES

1	All applications should be submitted in the prescribed format and sent by Registered post with Acknowledgement.
2	The passport size photograph of the candidates affixed on the application, should be self attested by the applicant. All the copies of certificates should duly be self attested. There is no need to get attestation from any Gazetted officer or any other authority, but the candidates should submit all the original certificates, testimonials and proof of identity at the time of interview. The photographs should not be stapled and the photograph should be affixed in the appropriate place.
3	All further communications (Memo / Intimation/ Accepted or Rejected applications) in this regard will be communicated through website https://districts.ecourts.gov.in/karur No communication will be sent to the applicants individually. The communication is only made in the website and the applicants are advised to view continuously for further communication.
4	Only photo copies of certificates should be submitted along with the application and all the photo copies of certificates should be duly self attested by the applicant. Original certificates need not be sent along with the applications. The applications are rejected when the photo copies of certificates are not attached with the application.
5	All the columns in the application should be duly filled up and incomplete applications will be summarily rejected. If any of the claim of the applicant is found to be false, the application will be cancelled without any notice.
6	The applicants are instructed to submit any one of the following documents with respect to permanent address. 1). Driving License 2). Voter I.D. 3).Ration Card 4). Aadhar Card 5). Front page of the Bank pass book.
7	On claiming priority, the copy of certificate with regard to the priority should be enclosed with the application duly self attested. Failure to adhere the same will lead to the rejection of the application.
8	For the post of Steno Typist Grade III written test, skill test and oral interview will be conducted.
9	The appointment orders of the selected candidates will be informed through post and in website.