

PATNA HIGH COURT LEGAL SERVICES COMMITTEE

Advertisement for engagement as Legal Assistant, 2022-23

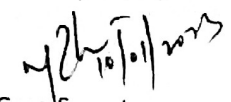
Applications are invited from the eligible Law Graduates/Post Graduates for their engagement on 02 (two) posts of Legal Assistant in the High Court Legal Services Committee, Patna on consolidated honorarium of Rs.30,000/- per month for a period of six months which may be extended up to two years on their satisfactory work, on the following terms and conditions:

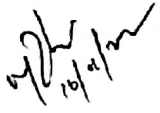
1. Applications must be submitted within **21 (twenty one) days** from the date of publication of the advertisement/Notice in the official Website of Patna High Court Legal Services Committee i.e. <http://www.patnahighcourt.gov.in/hclsc/recruitment/> Notice Board of PHCLSC.
2. The Candidates should be a Law Graduates/Post Graduates from University/College recognized by the Bar Council of India shall be eligible to apply/serve as Legal Assistant provided that the applicant has passed LL.B./LL.M Examination within two years of the date of publication of advertisement for being considered for such selection. Candidates having familiarity with computer will get preference in the matter of selection. **Their candidature must be recommended by a designated Senior Advocate of this Court or by the Head of the last law school/college/ university attended by him/her.**
3. **Enclosures to be submitted with the application form:**
 - i. Matriculation Certificate in proof of date of Birth.
 - ii. Marksheet (of all the semesters/years) of Law Graduation and Post-Graduation (if applicable).
 - iii. Provisional/Original degree Certificate of Law Graduation and Post-Graduation (if applicable).
 - iv. Recommendation by a designated Senior Advocate or in case applicant is other than Lawyer, by the Head of the last Law School/College/University attended by him/her.
 - v. Computer Certificate, if any.
4. **Selection Procedure: The selection shall be based on merit and Interview.**
5. Eligible candidates shall submit their application on official e-mail of the Patna High Court Legal Services Committee i.e. phclsc@gmail.com from **10/01/2023 to 31/01/2023 at 5.00 P.M.** only.
6. Format of application form can be viewed and download from the Official Website of Patna High Court Legal Services Committee i.e. <http://www.patnahighcourt.gov.in/hclsc/recruitment>.
7. Candidates may submit scanned copy of filled up application form in the prescribed format along with scanned copy of enclosures in a **single "pdf file"** (not exceeding 10 Mb) on the E-mail address of Patna High Court Legal Services Committee i.e. phclsc@gmail.com
8. The candidates should possess sound health, good moral character and should not be involved in or related to any criminal case or any type of offence/ act involving moral turpitude.
9. The decision of the Selection Committee for engagement of Legal Assistants shall be final and binding on all concerned and no communication in this regard shall be entertained.
10. The engagement as Legal Assistant shall not confer any right of any employment under the High Court or State Government.

Handwritten signature and date: 10/01/2023

11. The information regarding names of shortlisted candidates, schedule of Interview and venue will be announced later, on the office Website of Patna High Court Legal Services Committee.
12. The shortlisted candidates shall be called for Interview individually through the E-mail addresses provided by them. If, however, any candidate does not receive the Admit Card or Call Letter, he/she may contact the Registrar-cum-Secretary, P.H.C.L.S.C. at least two days before the scheduled date of Interview.
13. Incomplete application not conforming to the aforesaid prescribed requirements shall be rejected and no further communication will be entertained in this regard.
14. Canvassing in any form shall result in rejection of the candidate.
15. No advance copy will be accepted.
16. Candidate is advised to go through the requirements of eligibility, age etc. and satisfy himself/ herself that he/ she is eligible before applying. Original of supporting documents will be sought at the time of Interview.
17. If at the time of scrutiny, any claim made in the application is not found substantiated, the candidature will be cancelled and no further claim will be entertained in this regard. The Patna High Court Legal Services Committee's decision in this regard shall be final and binding.
18. The candidate must write his/ her name, date of birth, father's name strictly as given in the Matriculation/ 10th Certificate otherwise, his/ her candidature will summarily be rejected/ cancelled at the time of scrutiny of application forms/ Document verification at the time of Interview or at any stage/ level it comes into the notice of the Patna High Court Legal Services Committee, Patna.
19. Application with illegible/ blurred photograph and/ or signature will be rejected.
20. Request for change/ correction in any particulars in the application form, after the closing date, will not be entertained under any circumstances.
21. Candidate is not required to send the printout of duly filled application form or any documents to the Patna High Court Legal Services Committee, Patna. Candidate is suggested to keep a printout of the duly filled application with himself/ herself for future requirement.
22. The Patna High Court Legal Services Committee shall have authority to postpone or cancel the engagement process without mentioning reason at any time.
23. The decision of the Committee for engagement shall be final and binding on all concerned and no communication shall be entertained in this regard.
24. Incomplete applications or applications not conforming to the aforesaid prescribed requirements shall be rejected and no further communication will be entertained in this regard.
25. No TA/ DA shall be paid to the applicants for appearing in the interview.

By order,


Registrar-Cum-Secretary

 10/1/23
Date: 10th January 2023