

Annexure 'A'SUPREME COURT OF INDIA

No. F.6/2020-SCA (RC)  
New Delhi, dated 12<sup>th</sup> October, 2020

ADVERTISEMENT

Applications are invited from Indian citizens for filling up the following vacancies in the Technical Cadre:-

S.No.	Post and Level in Pay Matrix	Number of posts
1	Branch Officer (Network Administrator) (Level 11 with initial Basic Pay of Rs. 67,700/-)	1
2	Branch Officer (Web Server Administrator) (Level 11 with initial Basic Pay of Rs. 67,700/-)	1
3	Branch Officer (Database Administrator) (Level 11 with initial Basic Pay of Rs. 67,700/-)	2
4	Junior Court Assistant (Hardware Maintenance) (Level 6 with initial Basic Pay of Rs. 35,400/-)	3

The number of vacancies is tentative and subject to change i.e. increase or decrease due to administrative reasons.

The qualifications, experience, and other eligibility conditions prescribed for the said posts are as follows: -

S. No.	Designation of the Post	Qualification	Experience
1.	Branch Officer (Network Administrator)	Master's Degree in Engineering/ Master of Technology in Computer Science or Information Technology from a recognized University or equivalent.  OR Master's Degree in Computer Application/Bachelor of Engineering/Bachelor of Technology in Computer Science/Information Technology from a recognized	Minimum 3 years of experience in the relevant field. Experience of working in LAN/WAN Network Administration (CCNA, CCNP Certification preferred)

S. No.	Designation of the Post	Qualification	Experience
		<p>University or equivalent. OR</p> <p>M.Sc. in Computer Science with First Class or at least 60% marks in aggregate or equivalent.</p> <p>Degree in Law will be preferred and considered as an additional qualification.</p>	
2.	Branch Officer (Web Server Administrator)	<p>Master's Degree in Engineering/ Master of Technology in Computer Science or Information Technology from a recognized University or equivalent. OR</p> <p>Master's Degree in Computer Application/Bachelor of Engineering/Bachelor of Technology in Computer Science/ Information Technology from a recognized University or equivalent. OR</p> <p>M.Sc. in Computer Science with First Class or at least 60% marks in aggregate or equivalent.</p> <p>Degree in Law will be preferred and considered as an additional qualification.</p>	<p>Minimum 3 years' experience in IT/Software Development/ IT System Projects/ Website Management/ Mobile Application Development with minimum 3 years' experience in Website/ Mobile Application development for IT Projects.</p>
3.	Branch Officer (Database Administrator)	<p>Master's Degree in Engineering/ Master of Technology in Computer Science or Information Technology from a recognized University or equivalent. OR</p> <p>Master's Degree in Computer Application/Bachelor of Engineering/Bachelor of</p>	<p>Minimum 3 years' experience in the IT/Software Development/ IT System Projects/ Website Management/ Mobile Application Development with minimum 3 years' experience in Database</p>

S. No.	Designation of the Post	Qualification	Experience
		Technology in Computer Science/Information Technology from a recognized University or equivalent. OR M.Sc. in Computer Science with First Class or at least 60% marks in aggregate or equivalent.  Degree in Law will be preferred and considered as an additional qualification.	Administration
4.	Jr. Court Assistant (Hardware Maintenance)	Minimum B.E./B.Tech/B.Sc. in Computer Science or IT/Bachelor in Computer Application with First Class or at least 60% marks in aggregate from a recognized University or equivalent.  <u>Additional:</u> In addition to the basic qualification, a Diploma in Hardware Maintenance from a recognized Institute is preferred.	3 years' experience in the field of maintenance of computer hardware

### **Age Requirement:**

For the posts of Branch Officer (Network Administrator/Web Server Administrator/Database Administrator) at S.Nos. 1 to 3 above, candidates in the age group of 30 to 45 years as on 31.07.2020 are eligible to apply. For the post of Junior Court Assistant (Hardware Maintenance), candidates in the age group of 21 to 30 years as on 31.07.2020 are eligible to apply. Usual relaxation in upper age limit will be admissible to the candidates belonging to SC/ST/OBC/PH/Ex-Servicemen and Dependents of Freedom Fighter Category as per Government Rules. There will be no upper age limit for departmental candidates who are already in service of Supreme Court Registry. However, relaxation in upper age limit will not be applicable to the candidates who are working in other Govt. Departments/Public Sector Undertakings etc.

**SCHEME OF EXAMINATION/SELECTION FOR ADJUDGING THE SUITABILITY OF CANDIDATES FOR THE POSTS OF BRANCH OFFICER (NETWORK ADMINISTRATOR/ WEB SERVER ADMINISTRATOR/ DATABASE ADMINISTRATOR)**

<b>S. No.</b>	<b>Name of the Test</b>	<b>Duration of the Test</b>
<b>Section – A</b>		
1.	Written (Objective Type) Test comprising of questions relating to General English, General Awareness, Reasoning and Quantitative Aptitude	1 ½ hours
<b>Section – B</b> <b>(on related subjects as per the qualification and experience prescribed for the post)</b>		
2.	Objective Type Technical Aptitude Test	1 ½ hours
3.	Practical Aptitude Test	1 ½ hours
4.	Subjective Test in relevant field	1 ½ hours
5.	Interview	--

**SCHEME OF EXAMINATION/SELECTION FOR ADJUDGING THE SUITABILITY OF CANDIDATES FOR THE POST OF JUNIOR COURT ASSISTANT (HARDWARE MAINTENANCE)**

<b>S. No.</b>	<b>Name of the Test</b>	<b>Duration of the Test</b>
1.	Written (Objective Type) Test comprising of questions relating to General English, General Awareness, Reasoning and Quantitative Aptitude	1 ½ hours
2.	Objective Type Technical Aptitude Test	1 ½ hours
3.	Practical Aptitude Test	1 ½ hours
4.	Interview	--

For the posts of Branch Officer, the candidates will first be subjected to Objective Type Written Test and Objective Type Technical Aptitude Test. Those who qualify the said tests will be called for Practical Aptitude Test and Subjective Test in the relevant field. For the post of Junior Court Assistant (Hardware Maintenance), the candidates will have to appear in the Objective Type Written test and Objective Type Technical Aptitude Test followed by Practical Aptitude Test. Candidates who qualify all the prescribed Tests will have to appear and qualify in

the Interview. Qualifying of examination and interview shall not confer upon the candidate any right to claim appointment and the Registry reserves the right to conduct final selection for the said posts in any manner deemed appropriate, subject to approval of the Competent Authority.

### **SUBMISSION OF APPLICATION:**

Eligible candidates are required to fill the application form (as per attached format). The application, in a sealed cover (A4 size envelope) indicating “**Application for the Post of \_\_\_\_\_**” thereon and addressed to the Branch Officer (Recruitment Cell), Supreme Court of India, Tilak Marg, New Delhi-110001, may be sent so as to reach on or before **6<sup>th</sup> November, 2020**. Applications not conforming to the prescribed format or received after due date will not be entertained. Candidates who fulfill the prescribed qualifications, experience and age requirement as on **31.07.2020** should apply giving full particulars as per the proforma enclosed, supported by copies of all the relevant certificates and documents and a passport size photograph affixed on the application form all duly self-attested. Candidates who are already working in Government Service should send their applications either through proper channel or attach “No-Objection” certificate from their present employer. Candidates who do not fulfill the prescribed qualifications and other eligibility conditions need not apply.

### **Closing Date for receipt of applications:**

The last date for receipt of application will be **6<sup>th</sup> November, 2020**.

### **General Instructions**

1. The candidates applying for the posts of Branch Officer (Network Administrator/Web Server Administrator/Database Administrator) and Junior Court Assistant (Hardware Maintenance) should ensure that they fulfill the prescribed eligibility conditions for the said posts. Their admission at all the stages of examination viz. Written Tests and the Interview for which they are admitted will be purely provisional subject to their satisfying the prescribed eligibility conditions by way of furnishing documentary proof in support thereof. The checking of identity of the candidates will be done at all stages of Test and on the date of Interview. If on verification at any time before or after the said test/interview, it is found that the candidate does not fulfill any of the eligibility conditions, his/her candidature for the post shall stand cancelled without any notice or further reference.

2. Candidates are advised to visit Website of Supreme Court of India for updated information regarding the posts of Branch Officer (System Administrator/Network Administrator/Database Administrator) and Junior Court Assistant (Hardware Maintenance) at regular intervals.
3. In case candidate submits more than one application form for a particular post, he/she must note that the application last submitted will only be entertained by the Registry. No correspondence requesting to accept previous application(s) will be entertained by the Registry.
4. No request for change in category filled in application form will be entertained.
5. Experience Certificate of the candidate must specify exact designation, pay scale and period of employment indicating date (from-to) and duration with the concerned organization, failing which the candidature is liable to be rejected. Offer letter/Appointment Letter/Pay slip in support of experience will not be entertained.
6. APPLICATIONS WHICH DO NOT COMPLY WITH THE INSTRUCTIONS SHALL BE SUMMARILY REJECTED.
7. No TA/DA will be payable to the candidates for appearing in the prescribed tests and interview.
8. Selected candidates will be appointed on probation for a period of two years in the first instance. The Registry reserves the right to cancel/restrict/enlarge/modify/alter the recruitment process, if needed, without issuing any notice.
9. In case of any dispute, legal jurisdiction will be Delhi.
10. In case candidates intend to apply for more than one post, separate applications are required to be submitted for each post. Common application form for different posts shall be summarily rejected.

[Rajesh Kumar Goel]  
Registrar (Recruitment)

## SUPREME COURT OF INDIA

### APPLICATION FOR THE POST OF \_\_\_\_\_

AFFIX RECENT  
PASSPORT SIZE  
PHOTO HERE  
DULY SELF-  
ATTESTED

1. NAME OF THE APPLICANT : \_\_\_\_\_
2. FATHER'S NAME : \_\_\_\_\_
3. DATE OF BIRTH : \_\_\_\_\_
4. AGE AS ON **31.07.2020** : \_\_\_\_\_
5. PERMANENT ADDRESS : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. CORRESPONDENCE ADDRESS : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. PHONE/MOBILE NO. : \_\_\_\_\_
8. E-Mail Address : \_\_\_\_\_
9. CATEGORY (GEN/ SC/ ST/OBC/EX-S/PH/DFF) : \_\_\_\_\_

10. Whether working in government/semi-government/  
Public Sector Undertaking/nationalized Bank

YES / NO

### 11. EDUCATIONAL QUALIFICATIONS

S.No.	DISCIPLINE	COLLEGE/UNIVERSITY	YEAR OF PASSING


**12. DETAILS OF EXPERIENCE (IN CHRONOLOGICAL ORDER)**

S.No.	Name & address of employer	Post held	Period				Brief Job description	Pay scale/ Salary drawn
			From	To	Total			
					Years	Months		

13. I hereby certify that the information furnished above is true and correct to the best of my knowledge & belief. If any of the information is found to be false or incorrect at any stage, my application shall be liable to be rejected.

SIGNATURE OF THE CANDIDATE

DATE:  
PLACE: