

JAMMU AND KASHMIR LEGAL SERVICES AUTHORITY

Advertisement Notice No. : 01 of 2021
Dated : 08. 03. 2021

Subject:-Advertisement for various categories of posts in the J&K Legal Services Authority for State Cadre and Divisional cadre Jammu / Kashmir.

- a) Date of Commencement for submission of application = 09-03-2021
b) Last Date for submission of application = 23-03-2021

Total number of Posts Advertised =59

Applications are invited from eligible candidates for participating in the selection process for various posts shown against Item No. mentioned in the "Annexure-A" to this notification who:

- i) are domiciles of UT of Jammu and Kashmir in terms of S.O166 dated 18.05.2020 issued by GAD, Government of Jammu and Kashmir and those who are residents of UT of J&K for a period of not less than 15 years before the date of applying and are actually residing in the area.
- ii) are having age as on 01.01.2021.
I. Not below 18 years, and
II. Not above;
(a) 40 years in case of Open Merit.
(b) 43 years in case of SC/ST/RBA/ALC/OSC
(c) 42 years in case of Physically Challenged candidates.
(d) 48 years in case of Ex. Servicemen.
(e) 40 years in case of candidates in Government Service/Contractual employees;
- iii) are in possession of the prescribed minimum academic/ Professional/technical qualifications and fulfill all other eligibility conditions wherever required as shown against each post/item in the Annexure "A" by or before the last date of submission of application forms i.e 23-03-2021.
- iv) have deposited fees of Rs. 500/- (Rupees Five hundred only).
- v) applications alongwith the prescribed fee in the shape of demand draft in favour of Member Secretary, J&K Legal Services Authority shall be submitted in the office of J&K Legal Services Authority/High Court Legal Services Committee/Concerned District Legal Services Authority.

Note:

- a) Candidates who are eligible to apply for more than one post are required to apply separately for each post.
b) The number of vacancies may increase or decrease, depending on their availability at the time of selection.
c) The reservation for various categories would be determined as per the provision of S.O 127 dated 20.04.2020.

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- d) Submission of Application Form and fee payment shall not be accepted/entertained after the cut-off date fixed for receipt of the same.
- e) The in-service candidates / contractual employees shall submit their application forms through proper channel viz, the concerned Head of Department. In the event of failure of the candidate to route the application through proper channel, his /her eligibility shall be assessed as if he/she is not an in-service candidate. The Head of Department concerned shall forward the application form of the in-service candidates at the address of the Member Secretary, J&K Legal Services Authority within 07 days after the last date of Application Form.
- f) The last date for the submission of application forms as prescribed above shall be the cut-off date for determining the eligibility to apply for the post. The age limit, however, is determinable with reference to 1st of January, 2021. Any qualification/experience acquired after last date of receipt/submission of application form i.e., 23-03-2021 shall not be taken into account for any purpose.
- g) The prescribed qualifications reflect the bare minimum requirement for the job and mere possession thereof shall not entitle a candidate to be called for written test/interview.
- h) The Criteria formulated for selection to the posts advertised will be uploaded on the official Website of the J&K Legal Services Authority <http://jkslsa.gov.in>.
- i) Call letters shall not be issued individually. However, wide publicity shall be given through print and electronic media, official Website <http://jkslsa.gov.in> of J&K Legal Services Authority about the venues, dates of the written test/interview for the information of eligible candidates. No claim of being unaware of the dates/schedule for written test/interview shall be entertained.
- j) The application should be accompanied with the self attested photo copies of qualification and other necessary testimonials.
- k) No TA/DA will be paid for participation in the written test/interview.

By order.


(M.K. Sharma) 08/03/2021

Member Secretary

No: SLSA/Estt/2021/04/ 394-4/0

Dated: 08. 03. 2021

Copy to:

1. Principal Secretary to Hon'ble Chief Justice, for information of his Lordship.
2. Secretary to Hon'ble Executive Chairman for information of his Lordship.
3. Chairmen/ Secretaries of all District Legal Services Authorities for information and further necessary action.
4. Secretary High Court Legal Services Committee for information & further n/a.
5. Director information, Jammu, with the request to publish the above notification in the two Daily News Papers i.e Daily Excelsior (Jammu) Kashmir Times (Jammu), Greater Kashmir (Srinagar) and Daily Srinagar Times.
6. Director, Doordarshan Kendra, Jammu/Srinagar with the request to broadcast the above Notification in News and Employment Bulletin.
7. Director, Radio Kashmir Srinagar/ Jammu with the request to broadcast the above Notification in News and Employment Bulletin.
8. In charge Web Site JKLSA for uploading the same on the Website.

**Annexure "A" to the Advertisement Notification No. 01 of 2021
dated 08.03.2021.**

| Item No. | Post and Grade | No. of Vacancies | Breakup of posts category-wise | Prescribed qualification | Mode of Recruitment |
|----------|---|------------------|--|--|---------------------|
| 001 | Legal Assistant Level- 6E (35,900- 1,13,500) | 05 | OM = 03 SC = 01 RBA = 01 | Professional Bachelor's Degree in Law from any recognized university | |
| 002 | Junior Legal Assistant Level- 6B (35,600- 1,12,800) | 05 | OM = 03 SC = 01 RBA = 01 | Professional Bachelor's Degree in Law from any recognized university. | |
| 003 | Steno-typist Level- 5 (29,200- 92,300) | 20 | OM = 09 RBA = 02 SC = 02 ST = 02 EWS = 02 LAC = 01 PSP = 01 Social Caste = 01 | (i) Graduation from any recognized University with proficiency in English Shorthand possessing a minimum speed of 60 and 35 words per minute in Shorthand and type writing. (ii) 06 months certificate course in computer application from a recognized institute. | |
| 004 | Junior Assistant Level- 4 (25,500- 81,100) | 19 | OM = 08 RBA = 02 SC = 02 ST = 02 EWS = 02 LAC = 01 PSP = 01 Social. Caste = 01 | Graduation from any recognized university, possessing knowledge of computer type writing having not less than 35 words speed per minute. | |
| 005 | Driver Level- 4 (25,500- 81,100) | 01 | OM = 01 | Matriculation from a recognized Board, possessing a valid LMV/HMV/HGV/PSV license at the time of recruitment. | |
| 006 | Orderly Level- 1 (14,800- 47,100) | 09 | OM = 05 RBA = 01 SC = 01 ST = 01 EWS = 01 | Matriculation from a recognized Board. | |


(M.K. Sharma)
Member Secretary

JAMMU AND KASHMIR LEGAL SERVICES AUTHORITY
JDA COMPLEX JANIPUR JAMMU

1. Application for the post of _____.
2. Advertisement Notice No. _____.
3. Name of the applicant (IN BLOCK LETTERS) _____.
4. Gender : (Male / Female/ Transgender) _____.
5. Father's Name (IN BLOCK LETTERS) _____.
6. Permanent Address _____ Tehsil _____
District _____ Pin Code _____.
7. Address for correspondence _____
Tehsil _____ District _____ Pin Code _____
Contact number _____ E-mail address _____.
8. Date of Birth _____.
9. Category _____

| General | RBA | S.C | S.T | EWS | LAC | PSP | Social caste. | Any Other |
|---------|-----|-----|-----|-----|-----|-----|---------------|-----------|
| | | | | | | | | |

10. Are you already in Govt. service (If yes. Indicate name of the Department with length of service as such.
- _____

11. Educational qualification (Attach attested copies)

| S.No. | Examination | Year | Board/University | Subject | Marks Obtained | Percentage |
|-------|-------------|------|------------------|---------|----------------|------------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

12. Experience

i. _____ ii. _____
iii. _____.

13. Bank draft No. _____ Date _____ .03.2021 for an amount of Rs. _____.

Name of the Bank _____ Payable at _____.

Bank Branch _____.

Signature of the Candidate

Declaration by the Candidate:

I hereby declare that:-

- i) The information/data furnished in this application form is true and correct to the best of my Knowledge and belief. I further declare that nothing has been concealed.
- ii) There is no wilful mis-representation of facts and concealment of information and if it is proved so, the J&K LSA may cancel my candidature and I shall be liable for action as Warranted under rules including debarring me either permanently or for a specified period of applying for the posts advertised by it.
- iii) I have never been arrested, prosecuted or convicted in any criminal case.
- iv) I fulfill all the requisite qualifications prescribed for the post.

Signature of the Candidate