

THE HIGH COURT OF MANIPUR AT IMPHAL

ADVERTISEMENT

Imphal, the 29th October, 2013

No.HCM/A-24/80-Estt(v)/ ~~11027~~ Applications are invited from the citizens of India as defined in Article 5 & 6 of the Constitution of India whose age are not less than 18 years and not more than 38 years as on the date of application (upper age limit is relaxable upto 5 years in case of SC/ST and 3 years in case of OBC) for filling up the following posts in the High Court of Manipur.

1. Name of Post : **COMPUTER OPERATOR**
No. of posts : 2(two) Unreserved.
To be engaged on Contract basis on payment of consolidated pay @ Rs.7,600/- p.m. i.e. Rs.5,200 + GP Rs.2,400/- for a period of 1(one) year.
Qualification : Passed H.S.S.L.C. Examination from a recognized Board/Council and having a Diploma/Certificate in Computer Operation.

2. Name of Post : **COOK**
No. of posts : 5 (five), 4-Unreserved and 1-reserved for S.T.
To be appointed on regular basis.
Scale of Pay : Rs.5200 - Rs.20,200 + Rs.3,000 Grade Pay
Qualification : Trained in a recognized Institute of Hotel Management with 3 (three) years experience in food production/ preparation.

OR

 1. Passed Standard VIII or equivalent.
 2. 5(five) years experience in cooking in a High rated Hotels/ Restaurants/Canteen/Officers Mess.
 3. Knowledge and experience in preparation of Continental, Chinese, North and South Indian Dishes. Both (Vegetarian & Non-Vegetarian)
 4. Working Knowledge of Hindi/English.
 5. Must be free from Contagious diseases and having sound health.

3. Name of Post : **MASHALCHI**
No. of Posts : 3 (three) Unreserved
Scale of Pay : Rs.4,560 - Rs.15,000 + Rs.1,500 Grade Pay
Qualification :
 1. Passed Standard VIII or equivalent.
 2. 3(three) years experience in cooking in a High rated Hotels/Restaurants/Canteen/Officers Mess.
 3. Working knowledge of Hindi/English
 4. Must be free from Contagious diseases and having sound health.
 5. Knowledge and experience of House Keeping in the Kitchen.

4. Name of Post : **ATTENDER**
No. of Posts : 20 (twenty), 11-Unreserved, 6-reserved for S.T. and 3-reserved for OBC (Meitei)
Scale of Pay : Rs.4,560 - Rs.15,000 + Rs.1,500 Grade Pay
Qualification :
 1. Passed Standard VIII or equivalent.
 2. Working knowledge of Hindi/English

Contd...2..

HOW TO APPLY

Application preferably type-written on fullsize paper alongwith a Banker's Cheque/Demand Draft drawn from a Nationalized Bank (Payable at Imphal) for Rs.100/- (Rs.50/- in case of SC/ST) in favour of **Registrar, High Court of Manipur** should be submitted either by post or in person to the **Registrar General, High Court of Manipur, Imphal, Mantripukhri - 795 002**, duly signed by the applicant on or before 18th November, 2013 in the attached format at **ANNEXURE-'A'** which may also be downloaded from the official website **<http://hcmimphal.nic.in>**

NOTE :

1. *Applicants are advised to fill up their application form correctly, properly and completely otherwise their application will not be accepted.*
2. **Enclosures :**
 - a) *Copies of certificate of age proof / educational qualification, Scheduled Caste/Scheduled Tribe/OBC etc. duly attested by a Gazetted Officer.*
 - b) *Self addressed Stamped (Rs.22/-) envelope of the size of 23x10 cm.*
 - c) *Two extra coloured passport size photographs.*
3. *Those applications submitted by post or in person/by hand to this Registry after the last date of submission are liable to be rejected and no request whatsoever will be entertained.*
4. *Date of Written Examination / Speed Test / Oral Interview will be notified on the Admit Card issued by Registered Post.*
5. *Candidates who are not in receipt of the Admit card by 7th December, 2013 may contact the office in person.*
6. *The Registry reserves the right to reject any application which are not in proper form / incomplete.*

Sd/-

REGISTRAR
HIGH COURT OF MANIPUR

Endt. No.HCM/A-24/80-Estt(v)/ **11028-34**

Date : 29/10/2013

Copy to :-

1. The Secretary (Law), Government of Manipur.
2. The Director of Information & Public Relations, Government of Manipur for favour of wide publicity.
3. The Central Project Coordinator (CPC), High Court of Manipur.
He is requested to upload the same in the official website of this Registry.
4. The Director, Doordarshan Kendra, Imphal for favour of wide announcement.
5. The News Editor, ISTV, Imphal for favour of wide announcement.
6. The Editor : 1) Sangai Express (English) ; 2) Hueiyen Lanpao (Manipuri)
- with a request to publish the above advertisement in the esteemed daily in a print area of not more than **10 cm x 25 cm** for **2(two)** alternate days at the earliest possible and to submit the bill in "triplicate" for early payment.
7. Notice Board/Guard File/Concerned File.

REGISTRAR
HIGH COURT OF MANIPUR

HIGH COURT OF MANIPUR AT IMPHAL

APPLICATION FORM FOR THE POST OF

*Affix a recent
self attested
coloured
passport*

1. Name in full (in block capital letters) : _____
2. Father's/Husband's Name : _____
3. Postal Address : _____

4. Permanent Address : _____

5. Date of Birth : _____
6. Age (as on)
7. Educational Qualification : _____
8. Marital Status : _____
9. Phone No. (if any) : _____
10. Category (SC/ST/OBC/General) : _____
11. Banker's Cheque/DD No.with Date : _____
12. List of enclosures : _____

DATE : _____
PLACE : _____

SIGNATURE OF APPLICANT

----- to be typed on a separate sheet -----

HIGH COURT OF MANIPUR AT IMPHAL

ADMIT CARD FOR THE POST OF
EXAMINATION CENTRE

(To be filled in by the Office)
DATE OF EXAMINATION
(To be filled in by the Office)
ROLL NO.
(To be filled in by the Office)

*Affix a recent
self attested
coloured
passport*

1. Name in full (in block capital letters) : _____
2. Father's/Husbands Name : _____
3. Permanent Address : _____

DEPUTY REGISTRAR (ADMN.)
HIGH COURT OF MANIPUR