

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (HQs): DELHI

C I R C U L A R

Sub: Syllabus for the post of Jr. Judicial Assistant to be filled through departmental Examination

In supersession of the earlier circulars No. 50101-51001/Recruitment Cell/Promotion/JJA(Deptt. Test)/2023 Dated, Delhi the 24.11.2023 & 55704-56604/Recruitment Cell/Promotion/SJA (Dept. Test) & JJA (Deptt. Test)/2023 Dated, Delhi the 19.12.2023, this is to bring to the notice of all concerned officials of this establishment (including officials posted in diverted capacity or deputation) that the qualification, eligibility conditions and mode of appointment for filling up the post of Jr. Judicial Assistant against 20% departmental test quota as given in S. No. 23 of Schedule B, Group C of the Delhi District Courts Establishment (Appointment & Conditions of Service) Rules, 2012 is as under:

S.N o.	Name of the post	Method of Recruitment	Qualification etc.	Appointing Authority
23	Junior Judicial Assistant PB-I-5200-20200+2800/-	20% of the vacant posts by promotion from Head Jamadar/ Daftri/ Book Binder / Peon/ Orderly/ Dak Peon/ Frash/ Frash-cum-Dak Messenger/ Chowkidar/ Maali/Sweeper /Safai Karamchari on the basis of written test and interview.	By promotion from members of the Establishment of this Court: (i) Matriculation pass or equivalent from a recognized board from the category of Head Jamadar/Daftri (ii) Matriculation pass or equivalent from a recognized board having five years service from the categories of Book Binder/ Peon/Orderly/ Dak Peon / Frash/Frash-cum-Dak Messenger / Chowkidar /Maali/ Sweeper/ Safai Karamchari. They should have knowledge of English and speed of not less than 35 w.p.m. in typewriting.	District Judge

The departmental examination for the post of Junior Judicial Assistant will be a three-tier process, comprising a Typing Test, a written Test (MCQ based), and an interview. The examination process will be structured as follows:

TIER-I

- Eligible officials from this establishment who apply for the departmental test must undergo a typing test lasting 10 minutes.
- To qualify, candidates must demonstrate a minimum typing speed of 35 words per minute (w.p.m.)...
- The criterion for calculating typing speed will be based on "characters with space,". The incorrectly "Strokes/Character" or/and "Words" shall be excluded while calculating net typing speed.
- The typing test is considered 'qualifying' in nature. Only candidates who successfully clear this skill/Typing test will be eligible to participate in the MCQ Test (Tier-II).

TIER-II

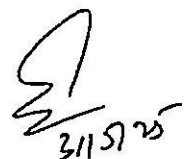
- a) Tier-II of the examination will consist of a written test carrying a total of 100 marks, based on Multiple Choice Questions (MCQs).
- b) The test will comprise 50 MCQs, with each question carrying 2 marks.
- c) There will be no negative marking for incorrect answers.
- d) The duration of the test will be 90 minutes (1½ hours).
- e) Candidates must secure a minimum of 40% of the total marks in the MCQ test to qualify.
- f) The Tier-II exam aims to assess the General Aptitude and Suitability of the candidates, aligning with the specific job requirements.

The syllabus for the written test shall be as under:

Parts	Exam Type	Subjects	Questions	Marks	Duration of Exam.
Part-I	Objective Type (MCQ Based)	General English & General Hindi	25	50	90 Minutes
Part-II		General Knowledge & Current Affairs	25	50	

TIER-III

- a) Candidates who score a minimum of 40% marks in the Tier-II (written test) will be considered qualified to proceed to Tier- III (Interview).
- b) The eligible candidates, up to a maximum of three times the total vacancies, who qualify the Tier-II (written test), will be invited for the Interview round.
- c) The Interview will be conducted for 15 marks and there will be no minimum qualifying marks in the interview for appointment.



(Sanjay Garg-I)

Principal District & Sessions Judge: (HQs)

Delhi

