



DELHI STATE LEGAL SERVICES AUTHORITY

(constituted under the 'Legal Services Authorities Act, 1987', an Act of Parliament)

Under the Administrative Control of High Court of Delhi

Central Office, 3rd Floor, Rouse Avenue District Court Complex,

Pt. Deen Dayal Upadhyaya Marg, New Delhi-110002

Email : estabwing-dslsa@nic.in Website : www.dslsa.org



Ref. No. 338/DSLSA/Estt./Hiring of Stenographers/2026/7192

Dated: 03.06.2026

**Portal/web-link for submission of online applications shall be opened on
05th June, 2026 at 10:00 A.M. to 20th June, 2026 by 05.00 PM**

Advertisement

Delhi State Legal Services Authority invites applications from the eligible citizens of India those who are graduate and successfully completed the Secretarial Practice Diploma or Stenography Course from any of the ITIs of Delhi which comes under Directorate of Training and Technical Education (DTTE), Delhi to engage on the following ministerial position, **purely on contract basis**:

S.N.	Designation	No. of Positions	Qualification	Remuneration Per Month
1	Junior Stenographer (English)	14 (UR-06 ST-01 OBC-05 EWS-02)	Graduate with Diploma in Secretarial Practice or Stenography Course from any ITI of Delhi	Pay Matrix Level 4 (Rs. 25500 – Rs. 81100) i.e. Rs. 25500/- + DA (as applicable) alongwith other service conditions.

Note:- No other allowance/monetary benefit will be paid except mentioned above to the aforesaid officials engaged on contractual basis.

Terms & Conditions for engagement are as follows:

1. The candidate has to apply only through online mode from the web-link given on the official website of this Authority i.e. <https://dslsa.org> in the Public Info/Notice (Given the proper path) w. e. f. **05th June, 2026 by 10:00 A.M. to 20th June, 2026 by 05.00 PM.**

2. No application through e-mail or speed post or any other mode shall be accepted for consideration for this drive.
3. Online application(s) if any received after the due date and time shall not be entertained.
4. For any clarification, candidate may send email at "estabwing-dslsa@nic.in". No telephonic query shall be entertained in this regard.
5. **Age:** The Candidate shall not be below the age of 18 years & not exceeding 27 years on the last date of receipt of application. However, relaxation in age shall be given to the reserved category candidates as per rules, issued by Govt. of NCT of Delhi from time to time.
6. **Qualification for Junior Stenographer (English):**
 - Graduation
 - Diploma in Secretarial Practice or Stenography Course from any ITI of Delhi.
 - Excellent verbal and written communication skills
 - Minimum Shorthand Speed of 80 W.P.M. (in English)
 - Minimum Typing Speed of 40 W.P.M. (in English) in Computer
7. Upon scrutiny of documents, if candidate is found fit/meets the minimum qualifying criteria adopted/mentioned above viz. qualification, age, knowledge of work etc., he/she shall be called for Skill test/Shorthand Test, Typing Test and Interview as the Selection/Screening Committee may decide.
8. Verification of documents from the issuing Authority shall be in due course.
9. If any document is found false/forged or fabricated either in preliminary stage of scrutiny or at any later stage even after engagement, the candidate shall be liable for immediate termination of contract as well as other legal consequences as per *law of loci*.
10. No TA/DA will be paid to the candidates/incumbents for appearing in the Skill Test, Typing Test and Interview or for joining the duties as the case may be.
11. The final result of the successful candidates will be announced after necessary approval of the Competent Authority. The same will be uploaded on the official website of this Authority on www.dslsa.org.
12. The candidate finally selected for a particular position shall join this Authority within the period mentioned/uploaded on the website failing which next incumbent shall be considered for engagement.

13. Selection of the candidate shall be purely on contractual basis, which is likely to be extended as per requirement, performance/work and conduct report of the candidate. The engagement will not confer any right upon the candidate to claim for the regular appointment against any post/cadre in this Authority.
14. The candidate has to abide by terms and conditions of service and code of ethics, CCS rules as well as Rules & Regulation of this Authority as amended from time to time.
15. The selected candidates will be allowed to avail a total number of 12 days leave in a year, subject to a maximum of three days leave in a month. In the event of the number of leave exceeding per year or per month permissible limit, pro rata deductions will be made from their monthly remuneration. Un-availed leave(s) shall neither be carried forward to the next extended period of contract nor be encashed.
16. The selected candidate can be posted at Central Office (Rouse Avenue), DHCLSC or any of the 12 District Legal Services Authorities, Permanent Lok Adalats, Jail Office(s), other Offices, JJBs etc.
17. Delhi State Legal Services Authority reserves right to increase or decrease the number of vacancies and/or withdraw the offer so made through this advertisement, vary the last date and time of inviting applications, skill test or interview as the case may be; addition or deletion of any of the terms and conditions of this particular drive at any point of time without assigning any reasons.
18. Applicants are advised to check the website of this Authority at <https://dlsa.org> regularly for further notification. No separate intimation shall be sent for interview or joining etc.

(MEMBER SECRETARY)
DELHI STATE LEGAL SERVICES AUTHORITY