



## DELHI JUDICIAL ACADEMY

Sector-14, Dwarka, New Delhi-110078

Ph. No. : 011-28036684, Fax No.: 011-28036683

Website: [www.judicialacademy.nic.in](http://www.judicialacademy.nic.in), Email: [dja@nic.in](mailto:dja@nic.in)

No. DJA/Admn./ Recruitment of Staff/51/2023/ 3307

Dated: 01.08.2023

1. The Registrar General, High Court of Delhi, New Delhi-110003.
2. Ld. Principal District & Sessions Judge, Headquarters, Tis Hazari Courts.
3. Ld. Principal District & Sessions Judge, South District, Saket Courts.
4. Ld. Principal District & Sessions Judge, North-West District, Rohini Courts.
5. Ld. Principal District & Sessions Judge, South-East District, Saket Courts.
6. Ld. Principal District & Sessions Judge, South-West District, Dwarka Courts.
7. Ld. Principal District & Sessions Judge, East District, Karkardooma Courts.
8. Ld. Principal District & Sessions Judge, Shahdara District, Karkardooma Courts.
9. Ld. Principal District & Sessions Judge, New Delhi District, Patiala House Courts.
10. Ld. Principal District & Sessions Judge, North District, Rohini Courts.
11. Ld. Principal District & Sessions Judge, West District, Tis Hazari Courts.
12. Ld. Principal District & Sessions Judge, North-East District, Karkardooma Courts.

Sub: Filling up one post of Superintendent in Delhi Judicial Academy on Contract basis.

Respected Sir/Madam

Kindly find enclosed herewith an Employment/ Recruitment Notice for filling up the post as mentioned above in the subject, as per terms & conditions laid down in the Notice, in Delhi Judicial Academy.

Your Honour may kindly instruct the concerned Officer/Official to display this Employment/ Recruitment Notice on the Notice board and website of your Establishment.

Thanking you

Yours sincerely  
*Man Mohan Sharma*

(Man Mohan Sharma)  
Director (Administration)

Encl: As Above.

OIC (Admn.)

PA-DEJ (NOTD)  
07/08/23

Be sent to:

- (1) The Controller, CTA/PHE to affix the same on all Notice Boards of PHEC
- (2) Branch Incharge, Computer Branch for uploading the same on the website

OIC/Admn./ 08/08/23



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(High Court of Delhi)

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No. DJA/Admn./ Recruitment of Staff/51/2023/ 331)

Dated: 01.08.2023  
02

### RECRUITMENT NOTICE

The Delhi Judicial Academy invites applications for filling up the following existing vacancy for appointment on Re-employment/ Contract Basis:-

S. No.	Name of Post(s)	Remuneration	Number of Post(s)	Method of Recruitment
1.	Superintendent	Rs. 45,000/- p.m.	01	Re-employment/ contract basis

The applications of eligible candidates (only retired officers/ officials of equivalent posts from the Hon'ble High Court of Delhi and/ or District Courts of Delhi) may be sent/forwarded to the Director (Admn.), Delhi Judicial Academy, Sector-14, Dwarka, New Delhi-110078. The last date of receiving the applications is 25.08.2023, till 5 p.m. in the prescribed proforma as per Annexure-"A".

**Annexure- "A"**

**Application Proforma for the Post(s) on Re-Employment / Contract Basis**



Post applied for : \_\_\_\_\_  
1 Name and Address : \_\_\_\_\_  
2 Father's Name : \_\_\_\_\_  
3 Date of Birth : \_\_\_\_\_  
4 Date of entry in Govt. Service: \_\_\_\_\_  
5 Date of Superannuation : \_\_\_\_\_  
Retirement

6 Mobile No. & E-mail ID : \_\_\_\_\_  
7 Educational & Professional Qualification:- Enclose a separate sheet duly authenticated by the Department, if space below is insufficient.

S. No.	Name of Examination Passed	Year of passing	Grade/Percentage	University/Board/ Institute
1				
2				
3				
4				

8 Details of employment in chronological order. Enclose a separate sheet duly authenticated by the Department, if space below is insufficient:

S. No.	Name of department Office	Post Held	From	To	Scale, Basic Pay & Grade pay	Nature of Duties
1						
2						
3						
4						

9 Details of post held at the time of superannuation

1 Designation : \_\_\_\_\_  
2 Name of the department : \_\_\_\_\_  
where last served

**DECLARATION**

(To be written in candidate's handwriting- "I hereby declared that the information and particulars furnished above are true and correct to the best of my knowledge and belief and nothing has been concealed and understand that false or inaccurate information in the application will be the basis for rejection/termination"):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Place  
Date

Signature of the Candidate

## ANNEXURE-I

### (Recruitment to the post(s) on Re-employment/ Contract basis)

The name of post(s), classification, scale of pay and eligibility criteria for filling up of the above said post(s) are as under:-

1. **SUPERINTENDENT (01 post):-**

**a. Eligibility Criteria:-**

Retired officer/ officials from Hon'ble High Court of Delhi and/ or District Courts of Delhi with Graduation and 08 years service in the pay band of 9300-34800 + 4800 (Grade Pay) and above.

**Note:-**

- i. The applications along with **Annexure-"A"** may be sent/forwarded to the Director (Admn.), Delhi Judicial Academy, clearly mentioning on the envelope "**Application for the post of Superintendent on re-employment/ contract basis**" on or before **25.08.2023 till 5 p.m.**
- ii. Remuneration: Rs. 45,000/- p.m (Fixed)
- iii. Tenure: One year extendable by another one year (subject to approval of Hon'ble High Court of Delhi)
- iv. Upper Age Limit:- Not more than 64 years as on the closing date of submission of application.
- v. Applications received after the expiry of last date or otherwise found incomplete and without requisite documents shall be rejected summarily.