

# PRL DISTRICT AND SESSIONS COURT, D K, MANGALURU.

## How to apply online

1. All eligible candidates shall visit the below mentioned web link to apply online applications for the various posts.

<https://dk.dcourts.gov.in/notice-category/recruitments/>

### Notification for inviting online applications through direct recruitment for various posts in the Unit of Dakshina Kannada Mangaluru

Title	Description	Start Date	End Date	File
Notification for inviting online applications through direct recruitment for various posts in the Unit of Dakshina Kannada Mangaluru	<b>GENERAL INSTRUCTIONS</b>			
	<a href="#">How To Apply Online</a>			
	<a href="#">How To Make Payment</a>			
	<b>FOR THE POST OF STENOGRAPHER</b>			
	<a href="#">Notification No ADMN/16664/2023 dated 25-10-2023</a>			
	<a href="#">CLICK HERE TO APPLY ONLINE</a>			
	<b>FOR THE POST OF TYPIST</b>			
	<a href="#">Notification No ADMN/16664/2023 dated 25-10-2023</a>	06/11/2023	05/12/2023	<a href="#">View (283 KB)</a>
	<a href="#">CLICK HERE TO APPLY ONLINE</a>			
	<b>FOR THE POST OF TYPIST-COPYIST</b>			
	<a href="#">Notification No ADMN/16664/2023 dated 25-10-2023</a>			
	<a href="#">CLICK HERE TO APPLY ONLINE</a>			
	<b>FOR THE POST OF PEON</b>			
	<a href="#">Notification No ADMN/16664/2023 dated 25-10-2023</a>			
	<a href="#">CLICK HERE TO APPLY ONLINE</a>			

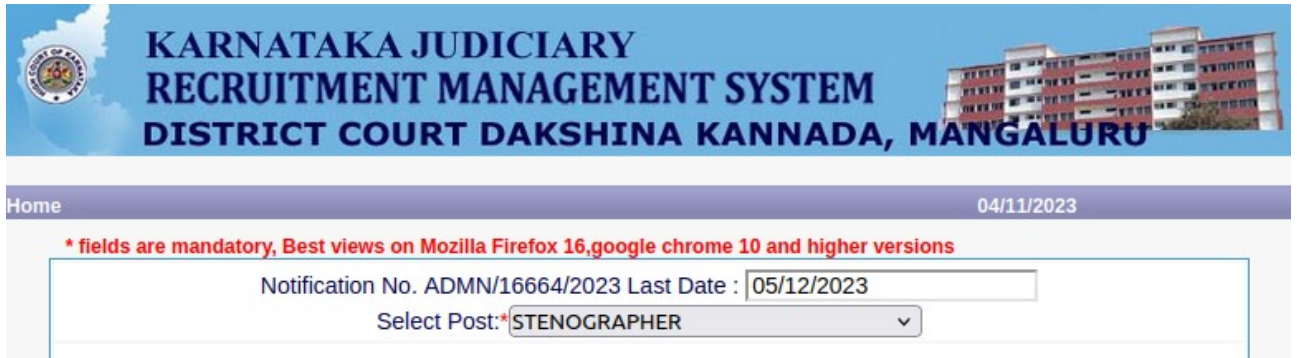
2. Click '**Click Here to Apply ONLINE**' button below the relevant post.
3. Click '**Online Application**' button present at the right corner.

Sl.no.	Notification No	Name of the post	Last Date	Status
1	ADMN/16664/2023	Recruitment for the post of Stenographer	05/12/2023	online Application

4. Candidates shall read the 'GENERAL INSTRUCTIONS' carefully before submitting the online application so as to avoid mistakes or rejection of application.
5. Candidates shall confirm that the 'General Instructions' have been read by clicking check box 'I Accept that I have gone through all the instructions' and click '**Apply**' Button to proceed for online application.

10	While Applying Online Application for the post, the candidates shall ensure that, he / she fulfils the eligibility and other norms as mentioned above and that all the particulars furnished by him / her are correct in all respects. In case, it is detected at any stage of Recruitment that, candidate does not fulfill the eligibility norms and / that he / she has suppressed / twisted or truncated any material facts, his/her candidature would stands cancelled. If any of these short comings is detected even after appointment, his / her appointment shall liable to be terminated. Furnishing of wrong, incomplete and incorrect information would not only lead to disqualification but also liable for criminal prosecution.
11	The candidates shall not upload any of these original or attested copies of documents / certificates at the stage of submitting the online application.
12	The candidates shall produce all the original Testimonials along with one set of photocopies at the time verification Tests/Viva-voce.
13	If any applicant is found to attempt / obtain extraneous support by any means for candidature from any officials or non-officials, he/she will not be eligible for appointment.
	<input checked="" type="checkbox"/> Accept that I have gone through all the instructions
	<input type="button" value="Apply"/> <input type="button" value="Cancel"/>
	<input type="button" value="Go"/>

6. Candidates shall ensure that they are submitting online application for correct post.



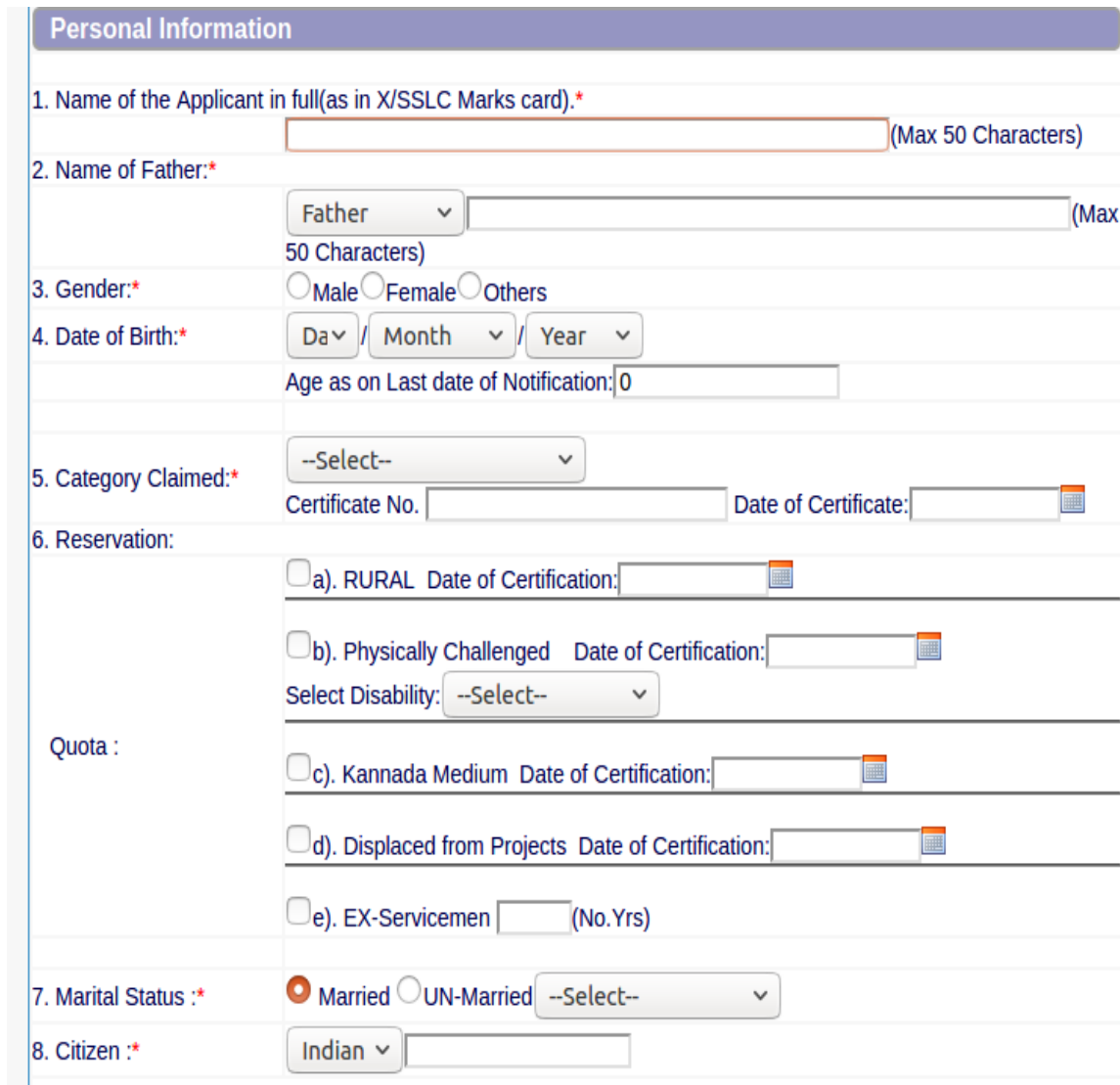
Home 04/11/2023

\* fields are mandatory, Best views on Mozilla Firefox 16,google chrome 10 and higher versions

Notification No. ADMN/16664/2023 Last Date : 05/12/2023

Select Post: STENOGRAPHER

7. Candidates shall submit the correct 'Personal Information'. Fields marked with "\*" are compulsory fields.



Personal Information

1. Name of the Applicant in full(as in X/SSLC Marks card).\* (Max 50 Characters)

2. Name of Father:\* Father (Max 50 Characters)

3. Gender:\*  Male  Female  Others

4. Date of Birth:\* Da / Month / Year Age as on Last date of Notification: 0

5. Category Claimed:\* --Select-- Certificate No. Date of Certificate:

6. Reservation:

Quota :

a). RURAL Date of Certification:

b). Physically Challenged Date of Certification: Select Disability: --Select--

c). Kannada Medium Date of Certification:

d). Displaced from Projects Date of Certification:

e). EX-Servicemen (No.Yrs)

7. Marital Status :\*  Married  UN-Married --Select--

8. Citizen :\* Indian

1. The Candidates shall enter the name as mentioned in "X/S.S.L.C" marks card.

2. The Candidates shall enter the name of Father, Husband or Guardian as applicable.
3. The Candidates shall select "Gender" correctly i.e., Male, Female or Others.
4. Enter correct "Date of Birth".
5. Candidates shall select the cadre i.e., Residual parent cadre or 371J Hyderabad-Karnataka region (Local cadre) and preference in the cadre.
6. The Candidates shall select the correct "Category" from the list i.e., GM- General Merit, SC- Scheduled Caste, ST Scheduled Tribe, Category-I, Category-IIA, Category-IIB, Category- IIIA, Category-IIIB.
7. The Candidates shall check the required 'Quota' under "Reservation" Rural, Physically Challenged, , Kannada Medium, Displacement and Ex Serviceman.
8. The Candidates shall enter correct "Marital Status" i.e., Married or Unmarried and further whether the Candidate is Single, Divorced, Widowed or Judicially-Separated if applicable.
9. The Candidates shall enter correct Citizenship details.
10. The Candidates shall enter correct "Contact Information".
11. The Candidates shall enter correct Present and Permanent Address i.e., Door No. /Street, Area, State, District, Taluk and Pin code.
12. The Candidates shall enter Mobile Number correctly and landline number if any.
13. The Candidates shall enter correct and valid e-Mail ID.
14. The Candidates shall enter Driving License details if present.
15. If the Candidate is in service of Union of India or State Government or any undertaking, Click "Yes" and submit the service details as sought.
16. The Candidates shall enter the details of Departmental Inquiry if any.
17. If the Candidate is a party to any Civil or Criminal Proceedings in any Court, details shall be entered.
18. The Candidates shall confirm the information submitted by checking the acceptance clause as shown in below screen. The candidates shall click '**Preview**' button to proceed further.

**Contact Information**

9. a) Present Address \*

Door No/Street/Place :

Area :

State: \* --Select--

District:\* --Select--

Taluk:\* --Select--

If not Karnataka State, Please Specify District and Taluk

District:  (Max 20 Characters)

Taluk:  (Max 20 Characters)

PinCode : \*

b) Permanent Address

Same as Present Address:

Door No/Street/Place :

Area :

State: --Select--

District: --Select--

Taluk: --Select--

If not Karnataka State, Please Specify District and Taluk

District:  (Max 20 Characters)

Taluk:  (Max 20 Characters)

PinCode :

10. a). Mobile No.:\*

b). Landline No.:

11. E-MAIL ID:

12. Whether the Applicant is in service of  
 Union of India / State Government and their Undertaking ? :  Yes  No  
 If yes, give details  (No. of Years)  (Months)

13. Is there any Departmental Enquiry Pending / Contemplated / Ending  
 with imposition of penalty against the Applicant? :  Yes  No  
 If yes, give details  (Max 80 characters)

14. Whether the applicant is /was a party to any Civil /Criminal Proceedings :  Yes  No  
 If yes, give details  (Max 100 characters)

I do hereby solemnly and sincerely affirm that the statement made and the informations furnished above is true. Should it however be found that any information furnished herein is untrue in material particulars, I realise that I am liable for criminal prosecution and I am also agreeable to forego the claim for public services under the State Government.

19. After clicking 'Preview' button, the candidate details would be Displayed on the screen.
20. Further the Candidates shall enter the captcha and confirm the details. Click 'Save & Continue' button to proceed further or click 'Edit' button to modify the details as shown in below screen. Further modifications cannot be done once 'OK' button is clicked.



12. Whether the Applicant are in service of Union of India / State Government and their Undertaking? :	NO
13. Is there any Departmental Enquiry Pending / Contemplated / Ending with imposition of penalty against the Applicant? :	No
14. Whether the applicant is /was a party to any Civil /Criminal Proceedings :	No
Enter the text as shown in the image*	37c607
<input checked="" type="checkbox"/> I do hereby confirmed all information that was submitted are correct	
<input type="button" value="Save &amp; Continue"/> <input type="button" value="Edit"/>	

21. The Candidates shall note down the “Reference Number” generated and enter the OTP (One Time password). After entering OTP click ‘**Submit**’ button to proceed further.

## KARNATAKA JUDICIARY RECRUITMENT MANAGEMENT SYSTEM DISTRICT COURT DAKSHINA KANNADA, MANGALURU

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04/11/2023

OTP send success Please Note down the Reference No for the Applicant details for further communication.  
One time password is sent through SMS/Email please Check!  
Once, One Time Password has Expired or Invalid Please Apply for Fresh Application

Application Information	
Appiled for the Post.:	STENOGRAPHER
Reference No.:	A202332STG000004
Valid Till:	04/11/2023 12:58:30
Enter One Time password:	.....
Enter the text as shown in the image*	e9c8cf
<input type="button" value="Submit"/>	

22. Candidates shall enter correct Educational Information.
23. Candidates shall enter the S.S.L.C/PUC or equivalent mark details,

24. Click 'ADD' button to add next education details. Click 'DELETE' button to remove the education details.
25. Click 'Save & Continue' button to proceed further.

## KARNATAKA JUDICIARY

### RECRUITMENT MANAGEMENT SYSTEM

#### DISTRICT COURT DAKSHINA KANNADA, MANGALURU

Home
04/11/2023

Notification No. ADMN/16664/2023 Last Date :

Applied Post Name : STENOGRAPHER

Applicant Information

Reference No :

17. Educational Information

Guidelines for Qualification Details

Qualification

In case of Marks in Grade System, **Maximum SGPA, Obtain SGPA and Enter CGPA Grade points is Compulsory.**

a. X/SSLC Marks should be entered compulsorily..

b. Senior Typewriting examinations in Kannada and English Marks should entered compulsorily..

c. XII STD/P.U.C Marks should be entered.

OR

Diploma in Commercial Practice/Secretarial Practice or any other examination recognized as equivalent examination, Senior Typewriting both in Kannada and English of Subject Marks of **MaximumMarks and ObtainMarks should be entered compulsorily.**

Qualification	<input type="text" value="--Select--"/>	
Board	<input type="text"/>	
Roll Number	<input type="text"/>	
Is your qualification marks card issued in grade points (CGPA)? * <input type="radio"/> Yes <input checked="" type="radio"/> No		
Year of Passing	<input type="text" value="--Select--"/>	
Maximum Marks	<input type="text"/>	
Obtained Marks	<input type="text"/>	
		<input type="button" value="Add"/>

Note: Marks obtained in X/SSLC, P.U.C or Equivalent Exam shall be furnished, Otherwise Application stands disqualified..

Senior Typewriting examinations in English and Kannada Marks should entered.(Mandatory).

Equivalent Exam details

1]. Qualification	<input type="text" value="--Select--"/>	<input type="text" value="--Select--"/>
2]. University	<input type="text"/>	
3]. Roll Number	<input type="text"/>	
4]. Total No. of semesters or years	<input type="radio"/> SEM <input type="radio"/> YEAR	<input type="text"/>
5]. Is your qualification marks card issued in grade points? * <input type="radio"/> Yes <input checked="" type="radio"/> No		
Year of Passing (Sem/Year)	Maximum Marks	Obtained Marks
<input type="text" value="--Select--"/> <input type="text" value="--Select--"/>	<input type="text"/>	<input type="text"/>
		<input type="button" value="Add"/>

Diploma in Commercial Practice/Secretarial Practice of Marks should enter of All(semesters/years) wise.(Mandatory).

26. Candidates shall confirm that the Passport size Photo and Signature does not exceed 50kb. Click '**Browse...**' to select the photo & signature and click '**Upload**' to upload the photo & signature.

The screenshot shows a web form with two main sections: 'Photo Passport Size' and 'Applicant Signature'. Each section includes a dropdown menu with the section name, a 'Browse...' button, and an 'Upload' button. To the right of each section is a placeholder box with a document icon and the text 'No files selected.'. Below each section is a checkbox with a declaration statement. At the bottom of the form are 'Preview' and 'Back' buttons.

**Photo Passport Size:** Photo Passport Size ▾ Browse... No files selected. Upload

(Max. File Size 50kB)

I declare that uploaded Photo image as per the said notification in prescribed format and clearly visible.

**Applicant Signature:** Applicant Signature ▾ Browse... No files selected. Upload

(Max. File Size 50kB)

I declare that uploaded Signature image as per the said notification in prescribed format and clearly visible.

Preview Back

27. The Candidates shall declare by clicking the check box that the information is entered is true as shown in below screen. Click '**Submit**' to complete the application or '**Edit**' for modify the application.

28. Candidates shall note down the "APPLICATION NUMBER".





# KARNATAKA JUDICIARY RECRUITMENT MANAGEMENT SYSTEM DISTRICT COURT DAKSHINA KANNADA, MANGALURU





Home

18/10/2023



P.L. DISTRICT AND SESSIONS COURT, D.K MANGALURU

## RECRUITMENT FOR THE POST OF STENOGRAPHER

<b>Applied Post Name :</b>		<b>STENOGRAPHER</b>	Generated Date:
<b>Applicant Information</b>			10/18/2023 15:07:09
<b>Reference No.</b>	<b>A202332STG000010</b>		 
1. Name of the Applicant	TEST I declared the name mention in the Sl.No 1 is correct.		
2. Father Name	TEST		
3. Gender	Male I declared the gender mention in the Sl.No 3 is correct.		
4. Date of Birth	01/01/1993 Age.30Yrs 10Mon 16days Age as on last date of Notification- I declared the date of Birth mention in the Sl.No 4 is correct.		
5. Category	General Merit (GM)		
6. Reservation Claimed Quota	a). Rural-NO b) Benchmark disability(PH) -NO c) Kannada medium -NO d) Displaced for Project -NO e). Ex-Servicemen -NO		
7. Marital Status	UnMarried		
8. Citizen	Indian		
9. a)Present Address	Test		
Door No/Street No/Place	Test		
Area	Test		
Taluka	MANGALURU		
District	DAKSHINA KANNADA		
State	KARNATAKA		
Pincode	575003		
b)Permanent Address	Test		
Door No/Street No/Place	Test		
Area	Test		
Taluka	MANGALURU		
District	DAKSHINA KANNADA		
State	KARNATAKA		
Pincode	575003		
10. a). Mobile No.	1234567890		
b). Landline No.			
11. Email ID.			
12. Whether the Applicant is in service of Union of India / State Government and their Undertaking?	No		
13. Is there any Departmental Enquiry Pending/Contemplated/Ending with imposition of penalty against the Applicant?	No		
14. Whether the applicant is /was a party to any Civil /Criminal Proceedings	No		
Application Status	Incomplete		
System Remarks	1] XII/P.U.C or Equivalent Exam Marks Not Furnished 2] Sr.Gr.English Shorthand Marks Not Furnished 3] Sr.Gr.English Typing Marks Not Furnished 4] Sr.Gr Kannada Shorthand Marks Not Furnished 5] Sr.Gr Kannada Typing Marks Not Furnished		

## 15. Educational Information

Qualification	Board	Roll No	Year of Passing	Maximum Marks	Obtained Marks	Percentage
X Std/S.S.L.C	TEST	123456789	2006	100.00	80.00	80.00

I do hereby solemnly and sincerely affirm that the statement made and the information furnished above is true. Should it however be found that any information furnished herein is untrue in material particulars, I realise that I am liable to criminal prosecution and I am also agreeable to forego the claim for public services under the State Government.

## Note:

1. Marks obtained in X/SSLC, XII/P.U.C or Equivalent Exam, Senior Shorthand and Typing examination (Both in English and Kannada) shall be furnished, Otherwise Application stands disqualified.
2. If Photograph and signature(in JPG format) is not uploaded, Application stands disqualified.

I hereby declare that the above information is true to the best of my knowledge and information.

Submit

Edit

## 29. Click 'Print' button to print your application.

INSTRUCTIONS TO THE CANDIDATE	
1	Applicants shall read all the instructions carefully before submitting online application, so as to avoid the mistakes /rejection.
2	Applicants shall compulsory provide the <b>Mobile Number</b> and valid e-mail ID, for communication at relevant columns while submitting Online application. The authority is not responsible for non-receipt of SMS or E-mail.
3	Applicants shall pass <b>S.S.L.C,P.U.C. or equivalent examination, Senior Typewriting and Senior Shorthand examinations both in Kannada and English language</b> conducted by the Department of Public Instructions or equivalent examination.
4	Applicants shall provide photograph and signature scan separately. The candidates shall scan his / her latest colour passport size photograph with white background (having 5 cm of length x 3.6 cm. of breadth with maximum size 50 kb in jpg format) and signature on white paper in black ball point pen (having 2.5 cm. of length x 7.5 cm. of breadth with maximum size 26 kb in jpg format) separately and upload the same, while submitting the online application.
5	Printout of Application Form Submitted and payment receipt/challan may be taken and they shall be preserved till completion of Recruitment process.
6	To avoid last minute rush, the Applicants are advised to submit the ONLINE applications well in advance. The website will accept the applications round the clock till 11.59 p.m. of 05.12.2023. Last Dates: To register / submit online applications on or before <b>05.12.2023. Time-11.59 PM</b> For Payment of Application fee through online SBIPay payment modes are Net Banking / Debit card/ Credit card / UPI ID or QRcode To pay application fee on or before <b>06.12.2023.</b>
7	Intimation will be sent to the eligible candidates through SMS and E-mail provided. The list of eligible candidates for Typing Test / competitive test will also be notified in the notice board and in website URL link: <a href="https://dk.dcourts.gov.in/notice-category/recruitments/">https://dk.dcourts.gov.in/notice-category/recruitments/</a> . of Prl. District and Sessions Court, D K, Mangaluru.
8	The Candidates called for Tests / Viva-voce will have to appear for the same at their own cost.
9	The Candidates shall obtain the prescribed forms of the below mentioned Certificates before the last date for submitting Online application from the concerned competent authorities and shall produce all the original Testimonials at the time of verification during competitive test. The certificates obtained after the last date fixed for submitting Online applications would not be considered, failing wherein the Reservation claimed / candidature shall liable for rejection. a) Print-out of the Application submitted online.. b) The copy of application fee paid SBI e-receipt. c) SSLC,PUC or equivalent certificate showing the date of birth. d) Kannada and English Shorthand Senior Grade Marks Cards. e) Kannada and English Typewriting Senior Grade Marks Cards. f) No objection certificate (in service candidate). g) Caste Certificate, if reservation claimed under SC/ ST / Cat-/ IIA / IIB / IIIA / IIIB in prescribed formats issued by the competent authority. h) The Discharge certificate from Military Service (Ex-Serviceman), if reservation claimed. i) Rural Certificate in the prescribed form, if reservation claimed. j) Kannada Medium Certificate in the prescribed form, if reservation claimed (If post is Notified). k) Medical Certificate in respect of Physical Handicapped Candidates issued by the competent authority, if reservation claimed. l) Certificate from concerned authority regarding displaced by projects
10	While Applying Online Application for the post, the candidates shall ensure that, he / she fulfils the eligibility and other norms as mentioned above and that all the particulars furnished by him / her are correct in all respects. In case, it is detected at any stage of Recruitment that, candidate does not fulfill the eligibility norms and / that he / she has suppressed / twisted or truncated any material facts, his/her candidature would stands cancelled. If any of these short comings is detected even after appointment, his / her appointment shall liable to be terminated. Furnishing of wrong, incomplete and incorrect information would not only lead to disqualification but also liable for criminal prosecution.
11	The candidates shall not upload any of these original or attested copies of documents / certificates at the stage of submitting the online application.
12	The candidates shall produce all the original Testimonials along with one set of photocopies at the time verification Tests/Viva-voce.
13	If any applicant is found to attempt / obtain extraneous support by any means for candidature from any officials or non-officials, he/she will not be eligible for appointment.

NOTE:- Candidates shall secure and display the printed application to the authority without fail when and where required.

... End ...