

SUPREME COURT OF INDIA

No. F.3/2024-SCA (RC)
New Delhi, dated 17th August, 2024

Online applications are invited from Indian Citizens who fulfill the essential qualifications and other eligibility conditions as on **01.08.2024** for preparation of a **panel for filling up 80 vacancies for the post of Junior Court Attendant (Cooking Knowing)** in Level 3 of Pay Matrix with Basic Pay of Rs. 21700/- plus usual allowances as admissible under the Rules. The approximate Gross salary as per existing rate of allowances including HRA - Rs. 46210 /- per month.

The number of vacancies may increase or decrease.

Qualification

- (a) Xth standard conducted by any Board/ Institute recognized by the Government.
- (b) Minimum One year full time diploma in cooking/culinary arts from a recognized Institute.

[Note : Ex-servicemen candidates who do not possess one year full time diploma in cooking/culinary arts from a recognized Institute are also eligible to apply on the basis of trade/competency certificate in cooking/catering field issued by Competent Authority.]

Experience

Three years of cooking experience in a prestigious Hotel/Restaurant/ Government department/Undertaking etc.

Age requirement

Candidates should not be below 18 years and above 27 years of age as on 01.08.2024. Usual relaxation in age will be admissible to SC/ ST/ OBC/ Physically Challenged/ Ex-Servicemen/ Widow/ Divorcee Women/Judicially separated Women and are not re-married and dependents of Freedom Fighters as

per Government Rules. There will be no age limit for employees of Supreme Court who have completed 3 years regular service in the Registry. No relaxation in age will be allowed to the candidates working in other Government departments etc.

Reservation :

Reservation in direct recruitment for the candidates belonging to Scheduled Castes, Scheduled Tribes, Physically Challenged and Ex-Servicemen shall be in accordance with the Rules, Orders and Notifications issued from time to time by Government of India in respect of the posts carrying the pay scale corresponding to the pay scale prescribed for the post of Junior Court Attendant (cooking knowing), subject to such modification, variation or exception as the Chief Justice may, from time to time specify. Reservation of dependents of Freedom Fighters shall be in accordance with the orders issued by the Chief Justice of India.

Method of Selection :

Selection shall be on the basis of written test based on Objective Type Question Paper in bilingual (English and Hindi), Practical Trade Skill Test and Interview as per details given below:

S.No.	Particulars	Maximum Marks	Minimum Qualifying Marks
1	Written Test (a) a Written Test of General Knowledge with multiple choice answers (objective type) (b) a Written test on cooking/culinary arts (objective type)	30 marks 70 marks	60% marks in each component
2.	Practical Trade Skill Test (a trade skill test for cooking including hygiene etc.)	70 marks	
3.	Interview	30 marks	
	Total	200 marks	60 % marks

The duration of written test is 1 ½ hours (90 minutes). There will be no negative marking. The Written Test will be conducted at 17 Test Centres in 16 states as per details given below:

No. of test centres (17)	Ahmedabad, Ambala, Bengaluru, Bhopal, Bhubaneswar, Chennai, Delhi, Ernakulam, Guwahati, Hyderabad, Jaipur, Kolkata, Lucknow, Mumbai, Nagpur, Patna, and Visakhapatnam
No. of states (16)	Gujarat, Haryana, Karnataka, Madhya Pradesh, Odisha, Tamil Nadu, Delhi, Kerala, Assam, Telangana, Rajasthan, West Bengal, Uttar Pradesh, Maharashtra, Bihar, and Andhra Pradesh

The candidates are required to indicate their choice of any three test centres at which they wish to appear. In case sufficient number of candidates are not registered at any particular centre, the candidates who selected such centre will be accommodated to next preferred test centre.

Final selection list shall be prepared on the basis of marks secured by the candidates in objective type written test, practical trade skill test and Interview. The candidates may note that mere placement in panel does not confer any right on the candidates to claim appointment for the posts of Junior Court Attendant (cooking knowing).

Registration of application and payment of fee

Eligible candidates are required to apply online for which the link will provided through Supreme Court website i.e., [www. sci.gov.in](http://www.sci.gov.in). The applications will be accepted through online registration only which will start on 23.08.2024. The last date for receipt of applications is 12.09.2024 at 24.00 hrs. The candidates will be required to pay application fee of Rs.400/- (Rs. 200/- for SC/ST/Physically Challenged/Ex-Servicemen/Dependent of Freedom Fighters/ Widow/ Divorcee Women/ Judicially separated Women and are not re-married).

Duties and Responsibilities for the post of Junior Court Attendant (cooking knowing)

1	To prepare and serve good quality food/meal/snacks (both veg./non-veg.) for breakfast/tiffin /high tea and on any other occasion;
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2	Arranging, garnishing and plating dishes to a high standard;
3	To maintain a clean, organized and hygienic kitchen and to attend works relating to general maintenance of Kitchen;
4	To collect and clean all cooking utensils/crockery/cutlery before and after its use;
5	To ensure that all food and other items are stored properly and hygienically;
6	To keep a stock inventory record;
7	To check and avoid wastage, spoilage of food etc.;
8	To clean and maintain dining area including dusting of Dining Table and Chairs;
9	To observe personal hygiene, good physical health and use of clean clothing while performing duties;
10	To take safety precautions to prevent fire and injuries while performing duties;
11	To work at odd hours and on Sundays/Holidays for preparation of any kind of cuisine; not to dissent, deny or demur from the kitchen and all related cleaning duties and work at all/any location/place as specified from time to time;
12	To perform such other duties (including general duty) as may be assigned from time to time.

General Instructions

1. The candidates applying for the post of Junior Court Attendant (cooking knowing) should ensure that they fulfill the prescribed eligibility conditions for the said post. Their admission at all the stages of examination viz., Written Test, Practical Trade Skill