REGISTRAR GENERAL
HIGH COURT, CALCUTTA

HIGH COURT CALCUTTA
By e-mail

3, Justice Radhabinod Pal Sarani,
Kolkata-700 001
Phone : (033) 2213-5472
(033) 2254-8043

No. 1963 – G.

Dated, Calcutta, the 14th October 2026.

DISTRICT JUDGE PASCHIM BARDHAMAN

15-10-26
3029
XI-12 (Cri)

To:

1. The Chief Judge, City Civil Court, Calcutta
2. The Chief Judge, City Sessions Court, Calcutta;
3. The Chief Judge, Presidency Small Causes Court, Calcutta;
4. The District & Sessions Judge, Bankura;
5. The District & Sessions Judge, Birbhum;
6. The District & Sessions Judge, Purba Bardhaman;
7. The District & Sessions Judge, Paschim Bardhaman;
8. The District & Sessions Judge, Cooch Behar;
9. The District & Sessions Judge, Darjeeling;
10. The District & Sessions Judge, Kalimpong;
11. The District & Sessions Judge, Jalpaiguri;
12. The District & Sessions Judge, Alipurduar;
13. The District & Sessions Judge, Uttar Dinajpur;
14. The District & Sessions Judge, Dakshin Dinajpur;
15. The District & Sessions Judge, North 24 Parganas;
16. The District & Sessions Judge, South 24 Parganas;
17. The District & Sessions Judge, Paschim Medinipur;
18. The District & Sessions Judge, Jhargram;
19. The District & Sessions Judge, Purba Medinipur;
20. The District & Sessions Judge, Malda;
21. The District & Sessions Judge, Murshidabad;
22. The District & Sessions Judge, Purulia;
23. The District & Sessions Judge, Nadia;
24. The District & Sessions Judge, Howrah;
25. The District & Sessions Judge, Hooghly;
26. The District & Sessions Judge, Andaman & Nicobar Islands at Port Blair.

Subject: **Inviting application for filling up of fifteen (15) tentative vacant posts of Court Master (Shorthand) in the Supreme Court of India, on deputation basis.**

Madam/Sir,

In forwarding herewith a copy of the advertisement bearing nos. F.6 (CM(S)/2026-SC(RC) dated 12.10.2026, issued by the Supreme Court of India, in relation to filling up of fifteen (15) tentative vacant posts of Court Master (Shorthand) in the Supreme Court of India, on deputation basis, the undersigned would like to request your goodself to give wide publicity of the same within your Judgeship.

SUPREME COURT OF INDIA
[RECRUITMENT CELL]

F.6 (CM(S))/2026-SC(RC).
Date : October 12, 2026.

ADVERTISEMENT

Applications in the prescribed format are invited from the eligible candidates, who are working in the High Courts and District Courts, for filling up fifteen (15) tentative vacant posts of Court Master (Shorthand) in the Supreme Court of India, on deputation basis.

The post of Court Master (Shorthand) is placed in Level 11 of Pay Matrix, i.e., Rs.67,700 – Rs.2,08,700/- with initial basic pay of Rs.67,700/- plus allowances, as admissible under the Rules.

Qualification and other eligibility conditions, as on 1st October, 2026

(a) A Degree of a recognized University in India;
(b) Proficiency in Shorthand with a speed of 120 w.p.m. in Shorthand (English)
(c) Knowledge of computer operation with a typing speed of 40 w.p.m. on computer;
(d) Holding analogous post on regular basis; or minimum 5 years' regular service in the cadre of Private Secretary/Senior PA/PA/Senior Stenographer.

Age Requirement

The age of the candidate should not exceed 56 years, as on the closing date of receipt of applications.

Selection Procedure

After receipt and scrutiny of the applications, the eligible candidates will be subjected to Shorthand Skill Test, in English language, at the speed of 120 w.p.m. with permissible five (05) per cent mistakes. The maximum marks will be 100 and 50 marks will be minimum qualifying marks. The candidates, who qualify the said Test, will be subjected to interaction. The

ACRs/APARs of the last five years and vigilance clearance in respect of the candidates, who qualify the Shorthand Skill Test, will be placed for perusal at the time of interaction.

General Information

1. The pay of official appointed on deputation will be fixed as per the instructions issued by the Government of India, from time to time.

2. The period of deputation is, initially, fixed as one year, which is extendable to three years. The period of deputation, including the period of deputation in another *ex-cadre* post held immediately preceding this appointment in some other organization or Department of the Central Government shall ordinarily not exceed three years.

3. The last date for the eligible candidates to apply for the post of Court Master (Shorthand), on deputation basis, is 27th October, 2026, and the High Courts may send the applications latest by 31st October, 2026, to this Registry. The applications of the eligible candidates, who are working in the District Courts, may be routed and forwarded through the concerned High Court.

4. The applications of the officials, who are eligible and whose services can be spared in the event of selection, may be forwarded in the prescribed proforma along with ACRs/APARs of the last five years and vigilance clearance to the Recruitment Cell, Supreme Court of India, Tilak Marg, New Delhi 110001. The scanned copies may be sent at e-Mail I.D., **recruitment.cell@sci.nic.in**, for early scrutiny of the applications. The applications, in the prescribed proforma, and other documents, in original, may subsequently be sent, by post.

5. The applications not received through proper channel, without supporting documents and photographs, unsigned and incomplete in any manner, will not be considered and will stand rejected.

Sd/-
[Mahabir Singh]
Deputy Registrar (Recruitment)

SUPREME COURT OF INDIA
(RECRUITMENT CELL)

Paste recent passport size photograph here

APPLICATION FOR THE POST OF COURT MASTER (SHORTHAND) ON DEPUTATION BASIS IN THE SUPREME COURT

1. Name of the Applicant : .....
2. Father's Name : .....
3. Date of Birth : .....
4. Date of Retirement : .....
5. Educational qualifications : .....
   .....
6. Do you hold analogous post : in High Court on regular basis .....
7. Do you have 5 years' regular : service as Private Secretary/ Senior PA/PA/ Senior Stenographer in High Court .....
8. Details of Experience (in chronological order)

S.No.	Office/Organization/High Court	Category of office/ organization (whether Central Govt./ State Govt./ High Court)	Post held	Period				Level of pay with Basic Pay	Nature of duties in brief
				From	To	Total			
						Years	Months		

9. In case the present employment is held on deputation basis

   a) The date of initial appointment : .....

   b) Period of appointment on deputation : .....

   c) Name of the parent office/ organization to which you : .....

belong

d) Category of office (whether Central Govt./State Govt./ High Court) : .....

10. Correspondence Address : .....

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11. Phone/Mobile No. : .....

12. E-Mail address : .....

13. Total emoluments per month : .....

14. Certified that the information furnished above is true to the best of my knowledge & belief. If at any stage, any information is found to be false or incorrect, my application will be liable to be rejected.

Signature of the candidate

Date :
Place :

Name of the candidate