REGISTRAR GENERAL
HIGH COURT, CALCUTTA

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BY E-MAIL/SPECIAL MESSENGER/ SPEED POST (as applicable)
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No. 3004 – G **Dated Calcutta, the 3rd December, 2025**

To,

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

Sub: ***Circulation of Employment Notice dated 21.11.2025 of the Circuit Bench of Calcutta High Court at Port Blair along with its Corrigendum dated 02.12.2025, regarding recruitment for filling up of 1 (one) vacant post of Stenographer/P.A. (reserved for Scheduled Caste category) in the establishment of the Circuit Bench of Calcutta High Court at Port Blair, Andaman & Nicobar Islands.***

Sir,

Apropos of the above, I am to forward herewith a copy of a self-speaking Employment Notice dated 21.11.2025 along with its Corrigendum dated 02.12.2025, received from the Registrar, Circuit Bench of Calcutta High Court at Port Blair, with a request for wide circulation of the same in your Judgeship/Registry.

Yours sincerely,

Enclo: As stated.

Registrar General.

REVISED

OFFICE OF THE REGISTRAR

CIRCUIT BENCH OF CALCUTTA HIGH COURT
AT PORT BLAIR

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Dated Port Blair, the 21st November, 2025.

EMPLOYMENT NOTICE

Online applications are invited from Indian Citizens possessing requisite qualifications for appointment to the 01 (One) vacant post of Stenographer/P.A. in the establishment of the Circuit Bench of Calcutta High Court at Port Blair, Andaman & Nicobar Islands.

The appointment will initially be made purely on temporary basis, but is likely to be made permanent.

RECRUITMENT TO THE POST OF STENOGRAPHER/P.A.
(*Reserved for Scheduled Caste category*)

1.	Name of the Post	Stenographer/P.A.
2.	Number of Post	01 (One)
3.	Classification	High Court Service Class-III
4.	Scale of Pay	Pay Matrix Level-09 (Rs.28900-74500) with Minimum Pay of Rs.32500/- with other allowances as admissible under the Rules.
5.	Age	Not less than 18 years and not more than 30 years as on the date of application (*upper age limit is relaxable by 5 years in case of Scheduled Caste category candidates of the Union Territory of Andaman & Nicobar Islands and West Bengal only*). ***Age as recorded in the Madhyamik/Secondary or equivalent certificate will only be accepted.***
6.	Qualifications: **Essential:** **Desirable:**	 i. Should have passed Senior Secondary School/ Higher Secondary Examination or its equivalent. ii. Should have speed in Shorthand @ 120 Words Per Minute and Typewriting @ 30 Words per Minute. Working knowledge in Computer.
7.	**Period of probation, if any**	Two years on temporary basis and one year on probation.

Eligible candidates may apply online through the website ***'https://erecruitment.andaman.gov.in'*** OR the e-Recruitment link in the website ***'https://www.andamannicobar.gov.in'*** giving all the requisite particulars and documents as per the instructions given for filing online application.

Only complete applications submitted through online with all requisite details and supporting documents will be considered. Incomplete applications/unsigned applications/applications submitted without requisite documents/applications uploaded after due date/time will be summarily rejected.

Only the Scheduled Caste category candidates of the Union Territory of Andaman & Nicobar Islands and the State of West Bengal are eligible to apply.

Candidates should upload their Caste Certificate as obtained from the competent authority.

The benefits of separate reservation and age relaxation for the candidates with disabilities (blindness/low vision/other disabilities) will not be admissible as the notified vacancy is reserved only for Scheduled Caste candidates.

Candidates already in service under the High Court, other Courts and Government/Public Sector Undertakings must upload the 'No Objection Certificate' obtained from his/her employer mentioning initial date of joining.

Mode of Selection:

Candidates whose applications are found in order and complete in all respect shall be required to undergo competitive Test in Shorthand and Typewriting on Computer (both in English) followed by Interview. The Shorthand and Typewriting Test shall be held in the following manner:

i. *Dictation*: 05 minutes *[@ 120 Words Per Minute]*
ii. *Correction by Candidate*: 10 minutes
iii. *Typewriting on Computer (Transcription)*:20 minutes *[@ 30 Words Per Minute]*

Candidates shortlisted on the basis of the result of the Shorthand and Typewriting Test shall be required to appear in the Interview.

The marks for the Test / Interview shall be as under:

i. *Marks for Dictation and Typewriting (Transcription)*: 600 Marks
ii. *Marks for Interview*: 10 Marks
iii. *Total Marks*: 610 Marks

On the basis of the marks obtained by the candidates, a panel of selected candidates shall be prepared and the same shall stand lapsed on expiry of one year from the date of its notification or on filling up the notified vacancies, whichever is earlier.

The Test and the Interview shall be held at Port Blair on different dates. Information regarding the venue, date and time of the Test / Interview will be notified in due course.

Candidates called for Test/Interview shall be required to appear at the venue at their own expenses and no TA/DA shall be admissible to any of the candidates.

Candidates must bring their Admit Card and at least one original valid Photo Identity Proof documents viz., Passport, PAN Card, Voter Identity Card, Aadhaar Card, Driving License (along with a photocopy thereof) to the Test/Interview venue for verification. This condition is mandatory and in case of failure, candidate will not be allowed to appear at the Test/Interview.

Admit Cards will be generated online.

Once appointed, the matter regarding service, seniority, promotion etc. shall be regulated by the Rules applicable to the Circuit Bench of Calcutta High Court at Port Blair.

In case of any dispute, the decision of The Hon'ble the Chief Justice shall be final.

Applications for the notified post of Stenographer/P.A. in the establishment of the Circuit Bench of Calcutta High Court at Port Blair, Andaman & Nicobar Islands must be submitted online **from 1st DECEMBER 2025 (06.00 HOURS) till 31st DECEMBER 2025 (23.00 HOURS)** through the website <***https://erecruitment.andaman.gov.in***> *OR the e-Recruitment link in the website <https://www.andamannicobar.gov.in >* upon providing all requisite particulars and documents as per the instructions given for filing the online application.

For further announcements/instructions, all concerned are requested to follow the Calcutta High Court website <***www.calcuttahighcourt.gov.in***>.

Registrar
Circuit Bench of Calcutta High Court
At Port Blair

OFFICE OF THE REGISTRAR
CIRCUIT BENCH OF CALCUTTA HIGH
COURT AT PORT BLAIR

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Dated Port Blair, the 2nd December, 2025.

CORRIGENDUM FOR EMPLOYMENT NOTICE DATED 21.11.2025

Online applications were invited from Indian Citizen possessing requisite qualifications for appointment to 01 (one) vacant post of Stenographer/P.A. (reserved for Scheduled Caste category) in the establishment of the Circuit Bench of Calcutta High Court at Port Blair through '***https://erecruitment.andaman.gov.in***' (OR) E-recruitment link in the 'https://***www.andamannicobar.gov.in***'. Detailed employment notice is published in the website of Calcutta High Court '***www.calcuttahighcourt.gov.in***'.

It is to be noted that the URL '***https://erecruitment.andaman.gov.in***' be treated as '***https://erecruitment.andamannicobar.gov.in*** and other contents of the said Employment Notice remain unchanged.

Registrar
Circuit Bench of Calcutta High Court
At Port Blair