



**THE HIGH COURT OF KERALA**

Kochi : 682031

Email:ecc.kerala@nic.in

Phone:0484 256 2575

**HCKL/3731/2022-ECC1**

**Date: 13-02-2023**

**NOTIFICATION**

Applications are invited from qualified Indian citizens for appointment to the post of System Assistants on contract basis to provide technical support to the system and services in the Subordinate Courts throughout Kerala. Candidates shall apply **only through offline mode** in the application form attached herewith, appending all the documents necessary, as mentioned in this notification. Application form can also be downloaded from the website of High Court/ District Court. No other means/modes of application will be accepted.

**1. Recruitment No : ECC 1 / 2023**

**2.Details regarding the name of the post, educational qualification and salary :**

| <b>Name of the Post</b> | <b>Essential Qualification prescribed</b>   | <b>Remuneration per month</b>      |
|-------------------------|---|------------------------------------|
| System Assistant        | Shall possess Government approved 3 years diploma in Computer/Electronics,<br><br><b>OR</b><br><br>Higher Qualification<br><br><b>OR</b><br><br>B.Sc.(Computer Science)/ BCA<br><br><b>OR</b><br><br>Higher Qualification | Rs. 21,850/-<br><br>(consolidated) |

|   |
|---|
| <b>Experience</b>   |
| Shall have at least 2 years experience in hardware troubleshooting with basic knowledge in computer networking. |
| <b>Desired Experience</b>   |
| One year experience in the eCourts project in Kerala  |
| <b>OR</b>   |
| One year working experience on any Linux based platform.  |

**3. Vacancy details:**

| <b>Sl No</b> | <b>Name of the Judicial District</b> | <b>Number of Vacancies in each District</b> |
|--------------|--------------------------------------|---|
| 1            | Thiruvananthapuram                   | 10  |
| 2            | Kollam                               | 8   |
| 3            | Pathanamthitta                       | 4   |
| 4            | Alappuzha                            | 7   |
| 5            | Kottayam                             | 7   |
| 6            | Thodupuzha                           | 4   |
| 7            | Ernakulam                            | 12  |
| 8            | Thrissur                             | 7   |
|              |                                      |   |

|              |            |           |
|--------------|------------|-----------|
| 9            | Palakkad   | 7         |
| 10           | Manjeri    | 5         |
| 11           | Kozhikode  | 8         |
| 12           | Kalpetta   | 3         |
| 13           | Thalassery | 6         |
| 14           | Kasargod   | 2         |
| <b>Total</b> |            | <b>90</b> |

**Candidates shall give preference of the District in which he/she opts to work. Allotment of District to the selected candidates will be based on the rank list and as per the decision of the High Court. High Court hold the right to appoint/relocate/transfer the appointed candidates based on requirement, to supervise their activities and to take necessary actions if they fail in performing their duties promptly**

**4. Nature of appointment :** The appointment will be on Contract basis. The contract is initially for a period of 2 years which may further be extended based on the performance, requirements & orders of the High Court for extending the tenure of System Assistants subject to the Administrative Sanction from the Government for extension. The appointment will be on temporary basis and the candidates will not be entitled to any preferential claim for future appointment. The Person appointed on contract basis will not have any claim for regularization under any circumstances.

**5. Validity of Rank list :** Validity of the Rank list will be fixed for a period of two years from the date of publication of rank list and may be extended by the High Court in the light of Government Sanction for the continuation of post of the System Assistant or until the publication of fresh Rank list which ever is earlier. Vacancies that may arise during the period of the validity of the rank list shall be filled up from the list.

**6. Age limit :** Candidates should be born on or after 02/01/1982

**7. Mode of Selection :** Selection is based on Screening/ Shortlisting of the Applications by

an expert team. Analytical/Technical Test (if found necessary) and interview.

**8.** Merely satisfying the eligibility criteria do not entitle a candidate to be called for the test/Interview. The High Court reserves the right to alter the mode of selection.

**9. Call letters for the Analytical/Technical Test/Interview:** Call Letters for the Analytical/Technical Test/Interview will not be sent by post. The call letters will be sent to the email address provided by the candidate in the Application form. Candidates are advised to have a valid mobile number/valid personal e-mail id. It should be kept active during the recruitment process. No request for change of Mobile Number/e-mail ID will be allowed. High Court will send various intimations relating to the recruitment to this email ID. Candidates are further requested to check the High Court website frequently as various intimations regarding the recruitment will be published in the website.

**10. Documents to be kept along with application form:**

Self Attested Copies of the Document to prove age, qualifications(including matriculation certificate, 12th Certificate and Diploma/ Degree certificate), photo id Proof approved by the Govt, Copy of Industry Certification Certificate, if any and a resume of the applicant should be sent along with the application form.

Self attested copies of Experience Certificates proving 2 years experience in hardware troubleshooting with basic knowledge in computer networking certified by competent authority, Certificate proving One year experience in the eCourts project in Kerala, certified by the District Judge concerned, Certificate proving one year working experience on any Linux based platform certified by competent authority should also be sent along with the application form.

**11.** Candidates possessing degree/diploma which are not awarded by the Universities in Kerala/Govt of Kerala, should obtain Certificate of recognition of their degree/diploma and produce the same as and when called for.

**12.** The candidates satisfying the eligibility criteria mentioned in the Notification to send duly filled in application form in the prescribed format (appended), along with all the documents detailed above, in an envelope superscribed with 'Application for the post of System Assistants, Recruitment No. ECC 1/2023' through registered post / speed post addressing the Registrar (Computerisation)-Cum-Director (IT), High Court of Kerala, Kochi, 682031 or to drop the application form in the box placed in eCourt cell, 5th floor, High Court of Kerala, Ernakulam.

**13. Fees :** There shall be no application fees.

14. The originals of all the documents mentioned in Point No. 10 shall be produced at the time of interview for verification, failing which will entail cancellation of the candidature

15. Candidates should ensure that the particulars furnished by him/her are correct in all respects. Anything not specifically claimed in the application against the appropriate field will not be considered later. In case it is detected at any stage of the recruitment that a candidate does not fulfill the eligibility norms and/or that he/she furnished any incorrect/false information or has suppressed any material facts, his/her candidature will stand cancelled. If any of these shortcomings are detected even after appointment, his/her service shall be terminated.

16. The candidate should have acquired the prescribed qualification on or before the date of notification. The experience will be considered prior to the date of notification.

**17. Important Dates to be remembered with regard to the submission of application:**

|                                      |            |
|--------------------------------------|------------|
| Last date for receiving applications | 06/03/2023 |
|--------------------------------------|------------|

The applications received after the last date for receiving the applications will not be considered and the candidature of such applicants shall stand cancelled. High Court will not be responsible for any Postal/courier delays.

18. Candidates should sent only one Application form. Candidature of Applicant shall be cancelled on receipt of multiple application forms

19. The High Court reserves the right to cancel, modify or alter any terms and conditions of this notification at any stage. All other matters which are not specifically provided in this notification shall be as decided by the High Court.

20. In case of doubts, candidates may contact eCourt Cell at 0484-256 2575 on all working days between 10 a.m. and 4.30 p.m or through email (ecc.kerala@nic.in).

(By Order)

**Signed by Gopakumar G**  
**Date: 13-02-2023 18:18:38**

Gopakumar G  
REGISTRAR(COMPUTERISATION)-  
CUM-DIRECTOR(IT)

| <b>THE HIGH COURT OF KERALA</b>   |   | Paste here your recent(taken within the last six months) passport size photograph(Do not staple or pin) |
|---|---|---|
| <b>APPLICATION FOR THE POST OF System Assistants</b>  |   |   |
| <b>(Recruitment No: ECC1/2023)</b>  |   |   |
| <b>Application Number:</b><br>(For office use Only)   |   |   |
| <b>Note: Candidates should read the notification inviting application before filling up the form. All columns should be filled up.</b>        |   | <b>(The candidate should sign across the photograph)</b>  |
| <b>Do not fill up any column by dashes or dots or any other marks. If any column is not applicable, write "Not Applicable" in the column.</b> |   |   |
| 1.  | Name of the Candidate (IN BLOCK LETTERS)<br>(As entered in the matriculation certificate) |   |
| 2.  | (a) Address<br>(IN BLOCK LETTERS)<br>(with District, State and PIN code)                  |   |
|   | (b) Permanent Address<br>(IN BLOCK LETTERS)<br>(with District, State and PIN code)        |   |
| 3   | (a) Mobile Number   |   |
| 4   | (a) Email id for communication  |   |
| 5   | Gender (Male/Female/Trans Gender)   |   |
| 6   | Age (As on 01/01/2023)  |   |
| 7   | Date of birth (DD/MM/YYYY)  |   |
| 8   | Name of father/mother/guardian<br>(Specify relationship)                                  |   |
| 9   | Are you a citizen of India? (Yes/No)  |   |
| 10  | (i) Religion  |   |
|   | (ii) Caste/Tribe/Community  |   |
|   | (c) Are you a native of Kerala?<br>(Yes/No)   |   |

|     |   |                 |   |                           |
|-----|---|-----------------|---|---------------------------|
| 11  | Mother tongue   |                 |   |                           |
| 12  | Educational Qualification <b>(Enclose self attested copies of certificates and marksheets)</b>                          |                 |   |                           |
|     | Qualification   | Year of Passing | Name of Board /University                                       | Percentage of Marks       |
|     |   |                 |   |                           |
|     |   |                 |   |                           |
|     |   |                 |   |                           |
|     |   |                 |   |                           |
| 13  | Details of Experience   |                 | District Court / Company from where the experience was acquired | Total years of experience |
|     | In eCourts Project  |                 |   |                           |
|     | In Hardware troubleshooting/ computer networking.   |                 |   |                           |
|     | In any Linux based platform   |                 |   |                           |
| 14  | (a) Have you been debarred by Public Service Commission or dismissed from service? If yes, give details.                |                 |   |                           |
|     | (b) Have you been convicted for any criminal offence? If yes, furnish case number, offences charged, name of the court. |                 |   |                           |
|     | (c) Is any criminal case pending against you? If yes, furnish case number, offences charged, name of the court.         |                 |   |                           |
| 15. | Are you a permanent employee in Central Govt/State Govt/ Government Undertakings, if yes, give details.                 |                 |   |                           |

| 16 | Preference of Districts for appointment to the Post |                  |
|----|---|------------------|
|    | Order of Preference                                 | Name of District |
|    | 1   |                  |
|    | 2   |                  |
|    | 3   |                  |
|    | 4   |                  |
|    | 5   |                  |
|    | 6   |                  |
|    | 7   |                  |
|    | 8   |                  |
|    | 9   |                  |
|    | 10  |                  |
|    | 11  |                  |
|    | 12  |                  |
|    | 13  |                  |
|    | 14  |                  |

DECLARATION

I hereby declare that the details furnished above are true and complete to the best of my knowledge and belief and if any information being found false or incorrect my candidature/appointment shall be cancelled without any further notice.

Place:

Name:

Date:

Signature of the Candidate: