

**SUPREME COURT OF INDIA**

**Annexure 'C'**

No. F.6/2021-SCA (RC)  
New Delhi, dated 1.2.2021

**ADVERTISEMENT**

Online applications are invited from Indian citizens who fulfill the following and other eligibility conditions as on **1.1.2021** for preparation a panel of candidates for filling up vacancies for the ex-cadre posts of **Court Assistant (Junior Translator)** placed in Level 7 of the Pay Matrix with initial Basic Pay of Rs.44,900/-. The break-up of vacancies is as follows:

S.No.	Nomenclature of post	Number of posts
1	Junior Translator (for translating judgment from English to Hindi)	5
2	Junior Translator (for translating judgment from English to Assamese)	2
3	Junior Translator (for translating judgment from English to Bengali)	2
4	Junior Translator (for translating judgment from English to Telegu)	2
5	Junior Translator (for translating judgment from English to Gujarati)	2
6	Junior Translator (for translating judgment from English to Urdu)	2
7	Junior Translator (for translating judgment from English to Marathi)	2
8	Junior Translator (for translating judgment from English to Tamil)	2
9	Junior Translator (for translating judgment from English to Kannada)	2
10	Junior Translator (for translating judgment from English to Malayalam)	2
11	Junior Translator (for translating judgment from English to Manipuri)	2
12	Junior Translator (for translating judgment from English to Odia)	2
13	Junior Translator (for translating judgment from English to Punjabi)	2
14	Junior Translator (for translating judgment from English to Nepali)	1

The number of vacancies is tentative and subject to change i.e. increase or decrease due to administrative reasons.

**Qualifications:** -

Sl. No.	Designation	Qualification
1.	Court Assistant (Ex-cadre) (Junior Translator)	(i) A Bachelor's Degree/Graduate with English and Hindi as subjects; AND (ii) A Diploma/Certificate Course in Translation from English to Hindi and vice-versa from University/Institute recognized by the Government or

		<p>UGC.</p> <p style="text-align: center;">OR</p> <p>(iii) Two years' experience in translation from Hindi to English and vice-versa in Central/State Government offices/ Parliament/State Legislature Secretariats or Central/State Public Sector Undertakings/High Courts.</p> <p>(iv) Proficiency in computer operations and knowledge of relevant office packages viz., word processing in English and Hindi language.</p>
2.	Court Assistant (Ex-cadre) (Junior Translator-for translation from English to Assamese and vice-versa)	<p>(i) A Bachelor's Degree/Graduate with English and Assamese language as subjects;</p> <p style="text-align: center;">AND</p> <p>(ii) A Diploma/Certificate Course in Translation from English to Assamese language and vice-versa from University/Institute recognised by the Government or UGC</p> <p style="text-align: center;">OR</p> <p>Two years' experience in translation work from Assamese language to English and vice-versa in Central/State Government offices/ Parliament/State Legislature Secretariats or Central/State Public Sector Undertakings/High Courts.</p> <p>(iii) Proficiency in computer operations and knowledge of relevant office packages viz., word processing in English language and Assamese language.</p>
3.	Court Assistant (Ex-cadre) (Junior Translator-for translation from English to Bengali and vice-versa).	<p>(i) A Bachelor's Degree/Graduate with English and Bengali language as subjects;</p> <p style="text-align: center;">AND</p> <p>(ii) A Diploma/Certificate Course in Translation from English to Bengali language and vice-versa from University/Institute recognised by the Government or UGC</p> <p style="text-align: center;">OR</p> <p>Two years' experience in translation work from Bengali language to English and vice-versa in Central/State Government offices/ Parliament/State Legislature Secretariats or Central/State Public Sector Undertakings/High Courts.</p> <p>(iii) Proficiency in computer operations and knowledge of relevant office packages viz., word processing in English language and Bengali language.</p>
4.	Court Assistant (Ex-cadre) (Junior Translator-for translation from English to Telugu and vice-versa).	<p>(i) A Bachelor's Degree/Graduate with English and Telugu language as subjects;</p> <p style="text-align: center;">AND</p> <p>(ii) A Diploma/Certificate Course in Translation from English to Telugu language and vice-versa from University/Institute recognised by the Government or UGC</p> <p style="text-align: center;">OR</p> <p>Two years' experience in translation work from Telugu language to English and vice-versa in Central/State Government offices/ Parliament/State Legislature Secretariats or Central/State Public Sector Undertakings/High Courts.</p>

		(iii) Proficiency in computer operations and knowledge of relevant office packages viz., word processing in English language and Telugu language.
5.	Court Assistant (Ex-cadre) (Junior Translator-for translation from English to Gujarati and vice-versa).	(i) A Bachelor's Degree/Graduate with English and Gujarati language as subjects; AND (ii) A Diploma/Certificate Course in Translation from English to Gujarati language and vice-versa from University/Institute recognised by the Government or UGC OR Two years' experience in translation work from Gujarati language to English and vice-versa in Central/State Government offices/ Parliament/State Legislature Secretariats or Central/State Public Sector Undertakings/High Courts. (iii) Proficiency in computer operations and knowledge of relevant office packages viz., word processing in English language and Gujarati language.
6.	Court Assistant (Ex-cadre) (Junior Translator-for translation from English to Urdu and vice-versa).	(i) A Bachelor's Degree/Graduate with English and Urdu language as subjects; AND (ii) A Diploma/Certificate Course in Translation from English to Urdu language and vice-versa from University/Institute recognised by the Government or UGC OR Two years' experience in translation work from Urdu language to English and vice-versa in Central/State Government offices/ Parliament/State Legislature Secretariats or Central/State Public Sector Undertakings/High Courts. (iii) Proficiency in computer operations and knowledge of relevant office packages viz., word processing in English language and Urdu language.
7.	Court Assistant (Ex-cadre) (Junior Translator-for translation from English to Marathi and vice-versa).	(i) A Bachelor's Degree/Graduate with English and Marathi language as subjects; AND (ii) A Diploma/Certificate Course in Translation from English to Marathi language and vice-versa from University/Institute recognised by the Government or UGC OR Two years' experience in translation work from Marathi language to English and vice-versa in Central/State Government offices/ Parliament/State Legislature Secretariats or Central/State Public Sector Undertakings/High Courts. (iii) Proficiency in computer operations and knowledge of relevant office packages viz., word processing in English language and Marathi language.
8.	Court Assistant (Ex-cadre) (Junior Translator-for translation from	(i) A Bachelor's Degree/Graduate with English and Tamil language as subjects; AND

	English to Tamil and vice-versa).	<p>(ii) A Diploma/Certificate Course in Translation from English to Tamil language and vice-versa from University/Institute recognised by the Government or UGC</p> <p style="text-align: center;">OR</p> <p>Two years' experience in translation work from Tamil language to English and vice-versa in Central/State Government offices/ Parliament/State Legislature Secretariats or Central/State Public Sector Undertakings/High Courts.</p> <p>(iii) Proficiency in computer operations and knowledge of relevant office packages viz., word processing in English language and Tamil language.</p>
9.	Court Assistant (Ex-cadre) (Junior Translator-for translation from English to Kannada and vice-versa).	<p>(i) A Bachelor's Degree/Graduate with English and Kannada language as subjects;</p> <p style="text-align: center;">AND</p> <p>(ii) A Diploma/Certificate Course in Translation from English to Kannada language and vice-versa from University/Institute recognised by the Government or UGC</p> <p style="text-align: center;">OR</p> <p>Two years' experience in translation work from Kannada language to English and vice-versa in Central/State Government offices/ Parliament/State Legislature Secretariats or Central/State Public Sector Undertakings/High Courts.</p> <p>(iii) Proficiency in computer operations and knowledge of relevant office packages viz., word processing in English language and Kannada language.</p>
10.	Court Assistant (Ex-cadre) (Junior Translator-for translation from English to Malayalam and vice-versa).	<p>(i) A Bachelor's Degree/Graduate with English and Malayalam language as subjects;</p> <p style="text-align: center;">AND</p> <p>(ii) A Diploma/Certificate Course in Translation from English to Malayalam language and vice-versa from University/Institute recognised by the Government or UGC</p> <p style="text-align: center;">OR</p> <p>Two years' experience in translation work from Malayalam language to English and vice-versa in Central/State Government offices/ Parliament/State Legislature Secretariats or Central/State Public Sector Undertakings/High Courts.</p> <p>(iii) Proficiency in computer operations and knowledge of relevant office packages viz., word processing in English language and Malayalam language.</p>
11.	Court Assistant (Ex-cadre) (Junior Translator-for translation from English to Manipuri and vice-versa).	<p>(i) A Bachelor's Degree/Graduate with English and Manipuri language as subjects;</p> <p style="text-align: center;">AND</p> <p>(ii) A Diploma/Certificate Course in Translation from English to Manipuri language and vice-versa from University/Institute recognised by the Government or UGC</p>

		<p style="text-align: center;">OR</p> <p>Two years' experience in translation work from Manipuri language to English and vice-versa in Central/State Government offices/ Parliament/State Legislature Secretariats or Central/State Public Sector Undertakings/High Courts.</p> <p>(iii) Proficiency in computer operations and knowledge of relevant office packages viz., word processing in English language and Manipuri language.</p>
12.	Court Assistant (Ex-cadre) (Junior Translator-for translation from English to Odia and vice-versa).	<p>(i) A Bachelor's Degree/Graduate with English and Odia language as subjects;</p> <p style="text-align: center;">AND</p> <p>(ii) A Diploma/Certificate Course in Translation from English to Odia language and vice-versa from University/Institute recognised by the Government or UGC</p> <p style="text-align: center;">OR</p> <p>Two years' experience in translation work from Odia language to English and vice-versa in Central/State Government offices/ Parliament/State Legislature Secretariats or Central/State Public Sector Undertakings/High Courts.</p> <p>(iii) Proficiency in computer operations and knowledge of relevant office packages viz., word processing in English language and Odia language.</p>
13.	Court Assistant (Ex-cadre) (Junior Translator-for translation from English to Punjabi and vice-versa).	<p>(i) A Bachelor's Degree/Graduate with English and Punjabi language as subjects;</p> <p style="text-align: center;">AND</p> <p>(ii) A Diploma/Certificate Course in Translation from English to Punjabi language and vice-versa from University/Institute recognised by the Government or UGC</p> <p style="text-align: center;">OR</p> <p>Two years' experience in translation work from Punjabi language to English and vice-versa in Central/State Government offices/ Parliament/State Legislature Secretariats or Central/State Public Sector Undertakings/High Courts.</p> <p>(iii) Proficiency in computer operations and knowledge of relevant office packages viz., word processing in English language and Punjabi language.</p>
14.	Court Assistant (Ex-cadre) (Junior Translator-for translation from English to Nepali and vice-versa).	<p>(i) A Bachelor's Degree/Graduate with English and Nepali language as subjects;</p> <p style="text-align: center;">AND</p> <p>(ii) A Diploma/Certificate Course in Translation from English to Nepali language and vice-versa from University/Institute recognised by the Government or UGC</p> <p style="text-align: center;">OR</p> <p>Two years' experience in translation work from Nepali language to English and vice-versa in Central/State Government offices/ Parliament/State Legislature Secretariats or Central/ State Public Sector Undertakings/High Courts.</p> <p>(iii) Proficiency in computer operations and knowledge of relevant office packages viz., word processing in English language and Nepali language.</p>

**Age Requirement:** -Candidates applying for the post of Junior Translator should be above 18 years and below 27 years of age. Usual relaxation in age will be admissible to the candidates belonging to SC/ST/OBC/PH/Ex-Servicemen and Dependents of Freedom Fighter Category as per Government Rules. There will be no upper age limit for departmental candidates who are already in service of Supreme Court Registry. The relaxation in upper age will not be applicable to the candidates who are working in other Govt. Departments/Public Sector Undertakings etc.

**Reservation:-** For posts mentioned at S.No.1, reservation in direct recruitment for the candidates belonging to Scheduled Castes, Scheduled Tribes and Physically Challenged shall be in accordance with the Rules, Orders and Notifications issued from time to time by the Government of India in respect of the posts carrying the Pay Levels corresponding to the Pay Levels prescribed for the post of Court Assistant (Junior Translator), subject to such modification, variation or exception as the Chief Justice may, from time to time, specify. Reservation for dependents of Freedom Fighters shall be in accordance with the orders issued by the Chief Justice of India.

**IMPORTANT NOTE: There shall be no provision of Reservation in posts at Serial Nos. 2 to 14 (refer chart above)**

**Scheme of Examination/Selection for the post of Junior Translator**

The following selection procedure has been prescribed for adjudging suitability of the candidates for appointment to the said posts: -

S.No.	Particulars	Maximum Marks	Minimum qualifying marks
(i)	<u>Written Test</u>		
	(a) A Written Test of General English and General Knowledge with multiple choice answers (Objective Type)	30 marks	60%
	(b) Translation from English to Vernacular Language of State	60 marks	60%
	(c) Translation from Vernacular Language to English Language	60 marks	60%
(ii)	Typing Speed Test on computer at the speed of 35 w.p.m. (English) and 25 w.p.m. (Vernacular language) Maximum permissible mistakes 5% of the total words typed	20 marks	60%
	(a) English 10 marks		
	(b) Vernacular 10 marks		
(iii)	<u>Viva</u>	30 marks	60%
	<b>TOTAL</b>	200 marks	60%

The candidates will first be subjected to Objective Type Written Test and Translation Test and those who qualify both the tests will be called for English and language proficiency test on Computer to ascertain typing speed in English and respective vernacular languages. The candidates who qualify in all the tests will then be called for an interview (Viva). The candidates who qualify the Interview **by securing minimum qualifying or more marks will be empanelled** in the order of merit for appointment as Junior Translator. The candidates may note that mere placement in panel does not confer any right on them to claim appointment for the post of Court Assistant (Junior Translator).

**Registration of application and payment of fee:**

Eligible candidates are required to apply online for which the link is provided through Supreme Court Website, [www.sci.gov.in](http://www.sci.gov.in). The application will be accepted through online registration only which is likely to start from 00.00 hours on 15.2.2021. Candidates will be required to pay non-refundable Application/Test Fee of Rs. 500/- for General/OBC candidates and Rs. 250/- for SC/ST/Ex-Servicemen/PH candidates/dependents of freedom fighters plus bank charges through online mode only. Fee shall not be accepted in any other form. No postal application shall be accepted. The fee shall be paid online through payment gateway provided by UCO Bank.

**Closing Date for online applications:**

The starting date for online registration of application is 15.2.2021 at 00.00 hours and last date thereof is 13.3.2021 at 23.59 hours.

**General Instructions**

1. The candidates applying for the posts of Court Assistant (Junior Translator) should ensure that they fulfill the prescribed eligibility conditions for the said posts. Their admission at all the stages of examination viz. Written and the Interview for which they are admitted by this Registry will be purely provisional subject to their satisfying the prescribed eligibility conditions by way of furnishing documentary proof in support thereof. The checking of identity of candidate and verification of documents will be done on the date of interview. If on verification at any time before or after the said test/interview, it is found that the candidate does not fulfill any of the eligibility conditions, his/her candidature for the examination shall stand cancelled without any notice or further reference.
2. The candidate is required to scan his/her photograph having 5 cm height and 3.8 cm width (size upto 50 kb) in JPG format and signature having 2.5 cm height and 5 cm width (size upto 50 kb) in JPG format for uploading the same at relevant space on the online application form.
3. The candidate is required to fill up the required data in the application and make payment of fee online in accordance with the instructions displayed on the link provided for the purpose.
4. After successful completion of online application form, candidates will be able to preview his/her duly submitted application. Candidates are advised to get a printout of the filled up application form for their record. Printout of filled up application need not be sent to the Registry.

5. The candidate should retain his/her Application number carefully for generation of admit card from the link to be provided on the website of Supreme Court of India and for any other information regarding prescribed Tests/Interview.
6. Candidates are advised to visit Website of Supreme Court of India for update regarding the posts of Court Assistant (Junior Translator) at regular intervals.
7. In case candidate submits more than one application form, he/she must note that the application last submitted will only be entertained by the Registry. No correspondence requesting to accept previous application(s) will be entertained by the Registry.
8. Candidates must note that fee once paid will not be refunded in any circumstances even in case where fee for more than one application form has been paid by a candidate. The candidature of General/OBC candidate paying application fee as prescribed for reserved category will not be taken into consideration.
9. No request for change in category filled in online application form will be entertained.
10. APPLICATIONS WHICH DO NOT COMPLY WITH THE INSTRUCTIONS SHALL BE SUMMARILY REJECTED.
11. The Physically Challenged candidates will be extended the same concessions/facilities as are allowed by SSC/UPSC in Written Test etc. conducted by them. However, they will not be permitted the said concession in Translation Test.
12. No TA/DA will be payable to the candidates for appearing in the tests/interview.
13. No Admit Cards will be sent by post. The candidates are required to download Admit Card for all stages of Test from Supreme Court Website.
14. The dates of the Written Test, Translation Test from English to Vernacular Language of the State and vice-versa, Typing Speed Test on Computer and Interview will be notified on the Supreme Court website i.e. [www.sci.gov.in](http://www.sci.gov.in).
15. The Registry reserves the right to cancel/restrict/ enlarge/modify/alter the recruitment process, if needed, without issuing any notice.
16. In case of any disputes, Legal jurisdiction will be Delhi.

[Rajesh Kumar Goel]  
Registrar (Recruitment Cell)