

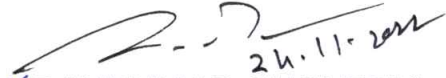
HIGH COURT OF MADHYA PRADESH, JABALPUR

Endt. No. 1156/Confdl /2022
II-15-12/2000 (Part-13)

Dated 24 November, 2022

Copy of Vacancy Circular No. NJA/Adm./Rect/2022/02 dated 07.11.2022, received from the Registrar (Administration), National Judicial Academy, Bhopal along with enclosures; regarding vacancy to the post of Research Fellow in the National Judicial Academy, Bhopal is being uploaded for information of all eligible and willing candidates.

Encl: As above.


24.11.2022
(RAMKUMAR CHOUBEY)
REGISTRAR GENERAL

NATIONAL JUDICIAL ACADEMY
Bhadbhada Road, P.O. Suraj Nagar, Bhopal – 462 044 (M.P.)
Website – www.nja.gov.in , EPABX - 0755 – 2432500

NJA/Adm./Rect/2022/02

Dated – 07.11.2022

EMPLOYMENT NOTICE

The National Judicial Academy provides national level judicial education to judges from across the country; undertakes research into justice and judicial institutions; and to strengthen the administration of justice. Established by the Supreme Court of India as an Autonomous Body chaired by the Hon'ble Chief Justice of India, NJA is fully funded by the Government of India. NJA's home is a state-of-art world class 62 acre campus located on a picturesque hill-top in the outskirts of Bhopal, overlooking Bhopal's famous lakes.

NJA seeks well qualified and hardworking candidate to fill the following posts on deputation or contract basis.

Applications, complete in all respect, should be received by NJA (in person/by post/by courier) in a sealed cover addressed to: The Registrar(Administration), National Judicial Academy, Bhadbhada Road, Suraj Nagar P.O., Bhopal- 462044 (M.P.) latest by 24.12.2022. The candidate should super scribe the name of the post applied for on the top of envelop.

<u>S.N.</u>	<u>NAME OF POST</u>	<u>Pay Scale*</u>	<u>No. of Vacancy**</u>	<u>Qualifications and Experience.</u>	<u>Approx. Gross Monthly Salary***</u>
1	Research Fellow (Group –A)	Rs. 56,100 – 1,77,500/-	01	LLM with 5 years' experience in teaching, and/or experience in research at the Judicial Academy/ National Level Institution/ University OR A Judicial Officer having completed 5 years of service as Judicial Officer.	Rs.77,418/-
2	Jr. Steno cum Data Entry Operator (Group – B)	Rs.35,400 – 1,12,400/-	01	Graduate with good command over English shorthand and computer. Minimum three years experience of the work.	Rs.48,852/-

Note – * Pay scale as per 7th Pay Commission.

**Number of vacancy shown is only anticipated. The selection will be conducted for actual requirement at the time of selection.

***In addition to monthly salary the selected candidate will be entitled for HRA or residential accommodation, EPF contribution, Medical Insurance Coverage for Self and dependent family members as per NJA's policy. Annual increment and any other allowances as sanctioned from time to time will also be admissible.

General Information:

- a) The incumbents opting for deputation must send their application through proper channel with 'No Objection Certificate' and CR Dossier/ Attested copies of the ACR/APAR of the applicant for the last five years from the employer, with an advance copy to NJA. The terms and conditions of the deputation service will be governed by Government of India's Rules applicable in this regard.
- b) Age Limit : (i) Minimum age – 21 years
(ii) Upper age limit –upto 56 years
- c) The cutoff date for determining age will be the closing date of application submission.

- d) The applicant should submit application in the prescribed format along with self-attested latest photograph and copies of testimonial in respect of educational qualification, date of birth, experience, extra-curricular activities caste certificate etc. along with two self-addressed envelopes (size 22 x 10 cm and with Rs.5/- postal stamp affixed). If applying for more than one post, separate application should be submitted for each post.
- e) No TA/DA will be admissible to attend aptitude/ skill test/interview.
- f) The Academy reserves its right to reject incomplete applications or applications received after the due date.
- g) The mode of selection for Group–A & B post will be either through aptitude/skill test and/or interview to adjudge the candidates professional and practical ability. Only short listed candidates will be called for aptitude/skill test.
- h) The number of vacancy is subject to change and the Academy reserves the right to fill up or not to fill up any or all the posts or to short-list the candidates in any grade based on qualification and experience.
- i) Interested candidates may download the application form from Academy website www.nja.gov.in and send duly filled application in the prescribed format, super scribing the name of the post, so as to reach in the office of the Registrar (Administration), National Judicial Academy, Bhadbhada Road, PO Suraj Nagar, Bhopal- 462044 (M.P.) on or before 5.30 p.m. on 24.12.2022.

REGISTRAR (ADMINISTRATION)

NATIONAL JUDICIAL ACADEMY

P.O. Surajnagar, Bhadbhada Road,

Bhopal (M.P.) - 462 044.

☎ 0755 - 2432500

<u>Application Format</u>	Paste Self Attested Recent Passport Size Photograph
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- 1) Post applied for (in Capital Letters) : _____
- 2) Name (in Capital Letters) : _____
- 3) Father's Name /Husband's Name/ : _____
- 4) Mother's Name : _____
- 5) Gender : _____
- 6) Date of Birth (in figure) : _____
(In words) : _____
- 7) Mailing Address : _____

- 8) Permanent Address : _____

- 9) Phone No. with Area Code : _____
- 10) Mobile Number : _____
- 11) Email ID : _____
- 12) Marital Status : _____
- 13) Religion : _____
- 14) Nationality : _____
- 15) Category (General / OBC /SC / ST) : _____
- 16) Physically Challenged, if any : _____

Contd.....2

17) a) Nature of employment applied for : Contract Deputation
 * put tick mark in appropriate box : Re-employment

b) Substantive pay scale
 (In case of Deputation).

18) Educational Qualification :

Name of Examination Passed	University / Board	Year of Passing	Duration of Course	Subjects / Area of Specialization	Division / % of Marks

19) Experience :

Name of the Organisation and Type of Organisation (Govt. / Semi Govt. / PSU / Autonomous / Private)	Designation	Period		Scale of Pay / Gross Salary	Nature of Job
		From	To		

20) Any Special Attribute / Information (if any) :

21) Whether applied earlier, if so give details :

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Declaration

I hereby declare that all the statements made in this application are true complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or in correct at any stage, my candidature / appointment shall be liable to be cancelled / terminated summarily without notice or any compensation in lieu thereof.

I also affirm that NOC from the present employer for applying for the post has been applied for / taken.

Place :

Date :

(Signature of Applicant)

**Counter Signature of Controlling Officer
(In case of application for Deputation)**

CONTRACT OF SERVICE

An agreement for contract service is made this between (hereinafter called the **Appointee**) on the one part and the National Judicial Academy, Bhopal (hereinafter called the **Academy**), on the other.

Whereas the Competent Authority of the Academy has been pleased to approve the appointment of as on contract for a period of and the Appointee has accepted such appointment upon terms and conditions hereinafter appearing. Now THESE PRESENTS WITNESSETH and the parties hereto respectively agree as follows:

1. The agreement of contract service shall be deemed to have been entered into subject to the rules/ resolutions relating to contract services of Academy in force from time to time as applicable to the contract employees of the Academy as well as provisions of the other existing rules/ resolutions of the Academy.
2. The Appointee shall be on contract service under the pay-scale attached to the post under the agreement for a period of with effect from i.e. dates of joining the post or for the period till the Appointee continues in contract service, whichever is earlier. In addition, the Appointee shall also be entitled for HRA, TPA and other allowances admissible under Academy's resolutions/rules in this regard. Further, the Appointee shall be eligible for annual increment of pay on satisfactory completion of one year service, subject to extant resolutions/rules of the Academy.
3. The Appointee shall be a full time employee of the Academy and shall discharge to the best of his/her ability, all duties and responsibilities assigned from time to time.
4. The Appointee shall devote his/her whole time to the service of the Academy and shall not without permission of the Academy, engage, directly or indirectly in any trade or business whatsoever, or in any private service or any other work to which any emolument or honorarium is attached. However, this prohibition shall not apply to work undertaken with prior permission of the Competent Authority, in connection with the academic/research work and publication thereof.
5. Notwithstanding anything hereinbefore contained, the Competent Authority of the Academy shall be empowered to summarily terminate the engagement of the Appointee on the ground of misconduct in accordance with the provisions hereinafter set forth:

- (a) The Competent Authority of the Academy may, when finds it necessary in the interest of the Academy, suspend the Appointee on the ground of misconduct. Thereafter, the Competent Authority shall report it to the next Higher Authority for approval.
- (b) The Competent Authority or any officer appointed by him as Enquiry Officer shall investigate all matters about the misconduct of the Appointee irrespective of whether the Appointee has been suspended or not. The Appointee shall be notified in writing of the charges against him/her and shall be given not less than one week's time, which may be extended on good cause shown by Appointee, to submit his/her explanation in writing.

The Competent Authority or the Enquiry Officer may hear the Appointee and record such evidence as may be considered necessary and submit its report to the next higher authority/ Competent Authority. The Competent Authority may thereafter, determine the continued engagement of the Appointee where it deems that the misconduct of the Appointee deserves to be dealt with in that manner, after it has considered the explanation and the evidence, any, or the report of the Enquiry Officer, if one has been appointed.

- (c) Where the termination of the contract of service on the ground of misconduct is after suspension, the termination of contract of service will be from the date as specified by the Competent Authority.
6. i) The Appointee shall be entitled to a monthly salary fixed on the following formula in the pay scale attached to the post Basic Pay + DA on Basic Pay as per applicable rate + Transport Allowance + HRA (if NJA accommodation not availed) and any other allowance(s).
- ii) In addition, the Appointee will also be entitled to EPF, Medical Insurance Cover, Children Education Allowance (CEA) and any other allowances/ perks admissible as per Academy's resolutions/rules.
 - iii) The leave facility and leave travel concession to the Appointee at par with the contract staff of the Government of India as per the GOI circular for staff serving on contract basis.
 - iv) The Academy provides medical insurance cover to the Appointee, his / her spouse, two dependent children & wholly dependent parents during the currency of contract period. However, in the event of the Appointee leaving the services of the Academy before completing the year of currency of insurance policy, the Academy shall have the right to deduct the amount incurred in obtaining Medical Insurance policy on pro rata basis for the remaining period of the medical insurance policy.
 - v) Annual increment will be admissible on completion of the year at the rate as per Academy's resolutions/rules in this behalf.
7. The contract service of the Appointee may, during the period of contract, be terminated by the Academy at any time by 30 days' notice in writing or in lieu on payment of the salary for one month.

The Appointee may terminate his/her contract of service by giving to the Competent Authority, 30 days' notice in writing or an amount equivalent to the amount of the salary for one month in lieu of notice period.

IN WITNESS WHEREOF on the day and the year first above written, Registrar of the Academy has hereinto set his/her hand and the Appointee has hereinto set his/her hand.

**Registrar
National Judicial Academy
Bhopal (M.P.)**

Signature of the Contract Employee

Name:-

Address:-

Witness (Name & Address)

1. _____

2. _____

