

PUBLIC APPOINTMENT NOTICE**LAW & PROSECUTION DEPARTMENT
CHANDIGARH ADMINISTRATION****Advertisement No.5**

Applications are invited, from the eligible candidates, to fill up Ten(10) posts of Assistant District Attorney (for short ADA), on regular basis, in the Law & Prosecution Department, Chandigarh Administration, in the pay scale of 10,300-34,800+Grade Pay 4800/- usual allowances, as admissible from time to time, under the Relevant Rules/Government Instructions and again out of said 10 (ten) posts, 05 (five) are reserved for General category, 03 (three) are reserved for OBC category and 02 (two) are reserved for SC category. Again out of these 10 (ten) post, 06 (six) are against existing vacant vacancies and 04 (four) are against anticipated vacancies. During selection process, number of posts may increase or decrease.

Age:- up to 30 years (further relaxable for 03 year for OBC category, 05 year for SC category). It is further relaxable for departmental candidate up to 40 year in case of General Category, 43 year for OBC category and 45 year for SC category (Departmental Candidate means, candidate from Law & Prosecution Department, Chandigarh Administration only). The age limit shall be reckoned as on 01.01.2014.

Educational qualification:- The candidate should have Bachelor of Law Degree (Professional) eligible to be enrolled as an Advocate, and must be having two year experience at Bar as an Advocate, on the last date of submission of application (here two year experience at Bar means, a certificate must be issued by Bar Association concerned, duly issued under the hand and seal, of its President or Secretary, certifying the period of experience, where he or she is, actually, practicing or practiced law as an Advocate). However, certificate issued by the Bar Council concerned, certifying continuity of enrolment as an Advocate, will not be substitute for “actual practice of law” as lawyer and will not be considered for the purpose of experience and application shall be rejected.

The candidate claiming reservation against OBC category is required to furnish/attach OBC certificate with the application and his/her caste must fall in the list issued by Chandigarh Administration or the Central Government. It is made clear, if any caste is declared as “Backward Class”, by the particular State Government and it also falls in OBC list of Chandigarh Administration or Central Government, as the case may be, then, attaching/submitting of Backward Class Certificate, in place of OBC certificate, will not serve the purpose and the application shall be rejected. Similarly, any candidate, who seeks reservation in SC category, fails to attach SC certificate with the application then, his/her application

shall also be rejected. Candidate may not having OBC/SC certificate, may apply in General category, subject to payment of fee, fixed for General category.

The candidate already working in Government Department, Semi-Government, Corporate Bodies, Autonomous Bodies, shall apply through their Head of the Department, otherwise his/her application shall be rejected.

The applications received from the candidates, shall be scrutinized, on the basis of age, experience, LLB Degree, reservation, fee, date of receipt of application etc. and thereafter, the candidates, who are found, prima facie eligible, to compete for the post of Assistant Director Attorney, shall be called for Written Test, provisionally, and no separate public notice in this regard, shall be given. However, necessary information may be uploaded on the official website of Chandigarh Administration, i.e. www.chandigarh.gov.in.

The candidates, who will be called for Written Test, shall be issued Roll Number and they shall be informed, in this regard, through separate letter. In case any of the candidates, in whose favour Roll Number is issued but, fails to receive the Roll Number, up to three day prior to the date of Written Test, then, he or she may collect the duplicate Roll Number from the office of the undersigned by visiting, personally, with identity proof or should reach at the examination centre, one hour prior to the Written Test along with his/her identity proof and on satisfaction by the Examination Committee, (constituted by the Head of the Department), present at the Centre, he/she may be permitted to sit in the Written Test, provisionally.

The Written Test, which will be of Objective Type, shall be carrying on 160 marks (One Hundred and Sixty) and major portion of it shall be relating to substantial as well as procedural law, supposed to be in the knowledge of Law Graduate and practicing lawyer. It will also contain few questions, of General Knowledge, English, History, Current Affairs, etc. may be ranging between 30 to 40 only. Written Test (Objective Type) shall be having multiple choice to answer such as A, B, C, D etc. **Its duration shall be of 2:30 hours (Two Hours Thirty Minutes).** Detail instructions shall be appended to the Question Paper-cum-Answer Sheet.

It has been experienced by the Department that sometime few questions of Law, carry on two way answer, for example: if option A is tick marked, it is also right and if option B or C is tick marked, it is also right, so in the eventuality of any ambiguity or wrong with any of the questions, it shall be treated as cancelled, for example: if two question falls in this category, same being cancelled, then, written test may be treated of 158 marks, so and so forth, or grace marks equivalent to the number of such questions shall be awarded to each candidate, who appeared in Written Test, to keep the total marks 160 (One Hundred Sixty).

Apart from Written Test marks, 15 (Fifteen) marks shall be awarded to the candidate called for interview on the basis of academic qualification in the following order;

1_ The candidate who passed LLB Professional with Third division and below 50% marks	01
2_ The candidate who passed LLB Professional with Second division with 50% and below 60% marks	03
3_ The candidate who passed the LLB Professional with first division i.e. 60% or above	05
4_ The candidate who passed LLM in any division	05
5_ The candidate who is PHD or qualified in NET in law (mere enrolment in PHD will not carry on any mark)	05
<u>Maximum :</u>	<u>15</u>

Experience Marks:

The candidate called for interview shall be awarded one mark against experience of one year at Bar with maximum cap of 05 marks (the candidates having experience more than 05 year at Bar shall not be awarded more than 05 marks). 05

Interview Marks:

20

Against one post, only three candidates, from each category, who secured highest marks, in Written Test, in proportion to number of posts, shall be called for interview, without disclosing the order of merit. However, if two or more than two candidates in any category, secure equal marks, in Written Test, then, they all shall be called for interview. No public notice shall be issued to provide information, which of the candidates have been called for interview. However, requisite information to this effect may be uploaded, within reasonable time, on the official website of Chandigarh Administration.

The merit of the candidate called for interview, before the Selection Committee constituted by Chandigarh Administration, shall be assessed on the basis of marks secured in Written Test + Academic Marks + Experience Marks + Interview Marks = out of total 200 marks. After, the completion of selection process, detail result shall be uploaded, within reasonable time, on the official website of Chandigarh Administration, for the information of all concerned.

After the Written Test, answer key, shall be uploaded on the official website of Chandigarh Administration, i.e. www.chandigarh.gov.in and any candidate, who appeared in the Written Test, may file any objection to the answer key, within the period of, three working day only, from the date, when it is uploaded on the website, thereafter, no representation in this regard, shall be entertained.

The application on prescribed proforma/format, duly tagged, mentioning the number of pages, complete in all respects, along with self attested copies of all the testimonials, in support of age, qualification, experience, caste, Demand Draft, should be sent to the Office of Legal Remembrancer-cum-Director of Prosecution, Room No.415, 4th Floor, Deluxe Building, UT Secretariat, Sector-9, Chandigarh, so as to reach not later than 31.10.2014. Application other than prescribed proforma/format shall be rejected straight-away.

Incomplete application, in any form or application received after the last date, shall not be entertained under any circumstances. Application must be accompanied by three self addressed envelope, having size of 2X10 cm, with postal stamps of Rs.25/- affixed on each, and fee, in the form of Demand Draft of Rs.500/- only for candidate belonging to SC category (who has attached SC certificate with the application) and Rs.1500/- for all other categories, payable at Chandigarh, in favour of Law and Prosecution Department, Chandigarh Administration. Payment of fee by any another mode shall not be acceptable and the application shall be rejected.

This advertisement and application format/proforma may be downloaded from the official website of Chandigarh Administration www.chandigarh.gov.in. No query, of any kind, in this regard, shall be answered on telephone by the Law Department.

Sd/-

Legal Remembrancer-cum-
Director of Prosecution,
Chandigarh Administration.

PROFORMA

- 1. Application for the post of : Assistant District Attorney
- 2. Category : _____
- 3. Number & Date of caste Certificate, if attached : _____
- 4. Name : _____
- 5. Father's/Husband's Name : _____
- 6. Date of Birth : _____
- 7. Sex : _____
- 8. Marital Status : _____
- 9. Nationality : _____
- 10. Permanent Address : _____

- 11. Correspondent Address : _____

- 12. E-mail address, if any : _____
- 13. Educational Qualification : _____



Examination passed	Year of passing	Total Marks	Marks obtained	Percentage of marks	University/ Institution

- 14. Whether any criminal case has ever been registered against you or whether you have been ever convicted of any offence by any court in India? : _____
- 15. Have you ever been discharged/ removed or dismissed from service of any Government/Semi-Government / Board / Corporation? If yes, give details. : _____
- 16. Name of the Government Department, Semi-Government, Corporate Body, if already in service. : _____

Signature with Seal of Head of the Department

- 17. Particular of Demand Draft : Draft No. _____ Dated: _____
Bank Name: _____

Date: _____
Place: _____ Signature of the candidate

“DECLARATION BY THE CANDIDATE”

I _____ S/o/D/o _____ solemnly declare that the particular(s) / information(s) given by me in Column No. 1 to 17 above is true and correct to the best of my knowledge and nothing has been concealed therefrom. I further undertake that in the event of any of the particular(s) / information(s) given above is/are found to be incorrect/false at any stage, my candidature/appointment, if so made, be treated as cancelled/terminated and I shall also be liable to be prosecuted under the relevant provisions of Indian Penal Code 1872. My application, including enclosures attached to it, contains Page No. 1 (one) to

Date: _____
Place: _____ Signature of the candidate