

**HIGH COURT OF UTTARAKHAND  
AT NAINITAL**

**Engagement of Law Clerks (Trainees)  
For  
One Year on Contractual Basis**

**ADVERTISEMENT**

**Advertisement No. – 01/Law Clerks (Trainee)/2022  
Last Date: 15 /07/2022  
Till: 05:00 P.M.**

Applications are invited from all eligible candidates for the post of '**Law Clerks (Trainee)**' on contractual basis in the establishment of High Court of Uttarakhand at Nainital carrying a fixed honorarium of Rs.35,000/- per month with no Dearness and/or any other allowance and also without any other perquisite such as residential accommodation etc. The engagement shall be purely contractual for a fixed term of one year. However, the term may be terminated at any time, if the incumbent is found lacking.

**Number of Vacancies: 11 (Eleven)**

**Essential Qualifications:**

- 1. Three year Professional/Five Years Integrated Degree in Law from a reputed Law College or recognized University** throughout the country. Applicant should be a Law Graduate who has not started practice as an advocate or engaged in any other profession or vocation/service. Advocates up to 05 years of practice can also apply, but they will have to surrender their license to the Bar Council before joining, if selected. Those candidates who appeared/appearing in Final year of LL.B. Examination in 2021-22 and whose result is awaited may also apply. They will be required to submit their final mark sheet of LL.B. Examination before the joining.
- 2. Computer knowledge i.e., Data Entry, Word Processing and Computer Operations.**

**Age Limit:**

The candidate must have attained the **minimum age of 21 years** and must not have attained the age of more than **26 years** as on **15/ 07/2022 (Candidates born not before 15.07.1996 and not later than 15.07.2001 are eligible to apply).**

**Selection Procedure:**

For making selection, competence would be judged on the basis of the interview only, which will be held at Nainital. No T.A. will be payable for attending the interview. Date & time of the said interview will be uploaded in the official website of the Hon'ble High Court of Uttarakhand.

**Nature of work:**

The successful candidates will be attached with Hon'ble Judge(s) and shall discharge duties under the directions of their Lordships. Basically, the Law Clerk (Trainee) will be required to carry out search and research on legal points and principles as desired by the Hon'ble Judge(s) with whom he/she remains attached. He/she shall assist the Hon'ble Judge in searching out case laws, articles, papers and other relevant material as required by the Hon'ble Judge(s) in discharge of their judicial work and any other works as assigned by the Hon'ble Judge(s). The Law Clerk (Trainee) may also be asked to be present in the Court during hearing of the arguments, take down or prepare notes in cases. The research work assigned to the Law Clerk may include performing legal research, drafting memorandums and opinion, comment on statutes, regulations or such scholarly commentary relevant to questions of law, text books and other materials. They may also be assigned the task of drafting memorandum on particular subject/subjects including issues involved in the case or on any other topic. Assistance from the Law Clerk may also be taken in proper maintenance of case files. Assistance in preparation of research of academic papers, maintaining record of judgments, points of Law decided in various judgments by a Judge, maintenance of records and the like.

Apart from the above mentioned duties and responsibilities enumerated above, the Law Clerk (Trainee) shall perform any other

duty as assigned by the Judge concerned with regard to his judicial and administrative functions. The nomenclature "Law Clerk (Trainee)" makes it abundantly clear that they shall be imparted training with regard to the procedure and substantive law to assist the Hon'ble Judge in discharging their judicial and administrative functions. The Law Clerk (Trainee) will also be provided the schedule of training and the details of nature of job, which they have to perform during their year of engagement. Specific assignments shall be given by the Judge with whom they are attached.

**Restriction of Practice:**

Judge's Law Clerk (Trainee) from the date of termination of his/her engagement as Law Clerk (Trainee) shall not appear or practice before the Hon'ble Judge(s) with whom he/she remained attached for a minimum period of one year. Further, he/she shall not appear in any case handled by the Hon'ble Judge(s) with whom he/she remained attached, irrespective whether he/she had or not worked on the case during the period of his/her engagement. The candidates shall furnish an undertaking to the above effect.

**Other Conditions of Engagement:**

The Law Clerk (Trainee) shall be governed by such rules of attendance, leave and other related matters as might be prescribed from time to time by Hon'ble the Chief Justice, High Court of Uttarakhand at Nainital.

**Period of Engagement:**

The engagement shall be for a fixed tenure of one year, which may be terminated without notice at any time. However, the tenure may be terminated at any time, if the incumbent is found lacking in any manner.

**Marital Status:**

A candidate having more than one spouse or married to such a person who already has a living legally wedded wife/husband, will not be eligible for the above post.

**Disqualification:**

- (1) A candidate involved in any kind of criminal case whether convicted or charge-sheeted shall be barred from applying for the above post.

- (2) Those candidates who have already worked as Law Clerk (Trainee) will not be eligible to apply.

**How to apply ?**

- (1) The application form can be downloaded from the web site of the High Court of Uttarakhand at [www.highcourtofuttarakhand.gov.in](http://www.highcourtofuttarakhand.gov.in) and may be sent along with a fee of Rs. 150/- (non-refundable) through postal order or bank draft in favour of Registrar General, High Court of Uttarakhand at Nainital.
- (2) The application form along with one self attested copy of High School mark sheet, High School Certificate in proof of age/date of birth, Intermediate Mark Sheets, Intermediate Certificate, Law Graduation/Post Graduation Mark Sheet and Certificates and testimonials regarding extracurricular activities & Computer Knowledge along with two self addressed envelopes (size 5"x 10") each bearing postal stamps worth Rs. 22/- should be sent to the Registrar General, High Court of Uttarakhand at Nainital either by Speed Post, Registered Post with A.D. or through Courier.

**(Vivek Bharti Sharma)  
Registrar General  
High Court of Uttarakhand**



**11. Do you have knowledge of Data Entry, Word Processing and Computer Operation?**

**(Yes/No).....**

**(a) Whether you have undergone any certificate/diploma course in computer operation from a recognized institute? Please give particulars.....**

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**12. Are you married? If so, do you have more than one spouse living or married a person having a spouse living?.....**

**13. Number and Date of Bank Draft/Postal Order and value:**

**Number..... Amount: Rs..... Date:.....**

**Name of Bank:.....**

**Dated:**

**Place:**

**(Signature of applicant)**

**NOTE:**

1. Candidate should affix a latest coloured photograph taken on or after 1<sup>st</sup> March 2022 in passport size with his/her signature thereon at the place provided in the application.
2. The envelope containing application should be marked “APPLICATION FOR THE POST OF LAW CLERK (TRAINEE) – 2022”
3. Envelope shall contain only one application form. An envelope containing more than one application form shall stand rejected.
4. Candidate must attach with the application form, self attested copies of the certificates in support of his/her age and educational qualifications, extracurricular activities and also in support of having computer knowledge.
5. Application may be sent either by Speed Post, Registered Post with AD or through Courier.
6. Application will be rejected if photo is not pasted or Bank Draft/Postal Order is not attached or if certified copies of certificates are not attached with it, or if it is not signed by the applicant or if it is not received by the last date/time.
7. Applications received after last date shall not be entertained and the Court will not be responsible for any postal delay. The defective applications, which are not complete in any respect will be rejected out-right.
8. Selected candidates shall give an undertaking on the prescribed format that during the engagement as Law Clerk (Trainee), he/she shall not practice in any court of law nor engage him/herself in any professional pursuit.
9. Information regarding format of application any other information are available on the website of the High Court of Uttarakhand at [www.highcourtofuttarakhand.gov.in](http://www.highcourtofuttarakhand.gov.in)

**(Vivek Bharti Sharma)**  
Registrar General  
High Court of Uttarakhand

