

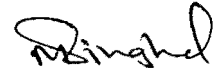
**ESTABLISHMENT BRANCH**

No. 509/Estt./E2/DHC  
Date: 23.03.2013

**CIRCULAR**

**Sub.: Circular for filling up 01 post of Chief Administrative Officer in Delhi Judicial Academy on deputation basis**

One post of Chief Administrative Officer in the Delhi Judicial Academy is to be filled up by deputation. Options are invited from eligible and willing officers such as Assistant Registrars, Administrative Officers (Judicial), Court Masters and Private Secretaries for being considered for appointment as Chief Administrative Officer on deputation in Delhi Judicial Academy. The qualification and eligibility criteria for the said post are given overleaf. Eligible and willing officers may submit their applications for the said post to the Establishment branch on or before 06.04.2013.



**Assistant Registrar (Estt.I)**

1. On the official Notice Board of this Court.
- ✓ 2. On the website of this Court.
3. To all Assistant Registrars, Admn. Officers (Judl.)/ Court Masters and Private Secretaries of this Court.

The requisite qualification for the post of Chief Administrative Officer in the old pay-scale of ₹12,000-375-16,500 are as follows:-

Chief Administrative Officer (Selection Post)	<p>Post-Graduate degree with 55% marks and Post-Graduate Diploma in Management/ personnel Management &amp; Industrial Relations with 05 years experience in Central/ State Government's Department/ Autonomous Bodies/ Educational Institutions/ Universities etc. OR</p> <p>Graduate with 60% marks and Post-Graduate Diploma in Management/ personnel Management &amp; Industrial Relations with 08 years experience in Central/ State Government's Department/ Autonomous Bodies/ Educational Institutions/ Universities etc. OR</p> <p>Graduate with 60% marks (Law graduate to be preferred) with 10 years experience in Central/ State Government's Department/ Autonomous Bodies/ Educational Institutions/ Universities etc. OR</p> <p>Graduate with 5 years service in the pay scale of ₹10000-325-15200 in Central/ State Government's Department/ Autonomous Bodies/ Educational Institutions/ Universities etc.</p>	<p>By direct recruitment on permanent or temporary basis through a written test and interview. OR</p> <p>By direct recruit on contract basis on the basis of recommendation by the Patron-in-Chief. OR</p> <p>By selection on merit on deputation.</p>
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