

*New Syllabus*

# Calcutta High Court Lower Division Assistant

**20 Suggestive Practice Set**

**Important Information of Calcutta High Court  
&  
Computer Proficiency**

*Editors*

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## Some Important Information

Applications in online mode are invited from eligible Indian citizens possessing knowledge in the vernacular of the State for preparation of a panel for filling up the vacancies of **291** posts of **Lower Division Assistant** on the Appellate Side and Original Side Establishments of the High Court at Calcutta. The appointments will initially be made on purely temporary basis but are likely to be made permanent.

- **Pay Scale (Level in Pay Matrix):**

Level – 6 (Rs. 22,700/- – Rs. 58,500/-) with minimum pay at Rs. 24,100/- along with other allowances as admissible under the relevant rules.

- **Educational Qualification:**

1. Must have passed in the Higher Secondary Examination (12<sup>th</sup> standard) from the West Bengal Council of Higher Secondary Education or its Equivalent examination from a recognized Council/ Board.
2. Must have knowledge in the vernacular of the State.

- **Age Limit:**

- a) Age not less than 18 years and not more than 40 years as on **1<sup>st</sup> January, 2024** (Upper age limit is relaxable by 5 years in case of S.C. and S.T. candidates of **West Bengal only**). In case of Persons with disabilities, the upper age limit is relaxable up to 45 years.
- b) Candidates belonging to Ex-serviceman category will get upper age relaxation as per the existing Government Rules.
- c) Age as recorded in the Admit Card/Certificate of Madhyamik (10<sup>th</sup> standard) or Equivalent examination issued by any recognized Board/Council will only be accepted.

- **Mode of Selection:**

### **Preliminary Screening Test (Phase-I):**

On successful submission of the online applications, candidates are required to undergo a Preliminary Screening Test (OMR based) which shall be as follows:

<b>Preliminary Screening Test (Time 90 minutes)</b>	
<b>SUBJECTS</b>	<b>Total Marks</b>
<b>1. Arithmetic</b>	<b>100</b>
<b>2. General Knowledge and Computer Proficiency</b>	
<b>3. General Intelligence</b>	
<b>4. English</b>	

There shall be total hundred (100) questions and each question shall carry one (1) mark.

There shall be negative marking of one (1) mark for each wrong answer.

The question papers shall be available in **English** language only.

There will be four (4) series of question booklets.

Marks obtained by the candidates in Preliminary Screening Test shall not be carried forward in the further stages. Admit Cards issued at the inception shall be valid for further stages of examination including viva-voce.

**The cut-off/qualifying marks in Phase-I Examination (OMR based) shall be 50% to qualify for Phase-II Examination (Competitive Written Test). On the basis of the result of Phase-I Examination (OMR based), the number of candidates shall be called for in the Phase-II Examination (Competitive Written Test) ten (10) times of the vacancies as detailed under Sl. No. 1 of this Notification, as per availability.**

### **Competitive Written Test (Phase-II):**

Candidates selected and shortlisted in the Preliminary Screening Test (OMR based) are required to appear in a Competitive Written Test in i) Arithmetic, ii) English essay and precis writing and iii) General Knowledge. Each subject shall carry hundred (100) marks, aggregating to three hundred (300) marks and the duration of



Competitive Written Test shall be of three (3) hours in single seating.

Candidates securing forty per cent (40%) of the marks in each of the three (3) subjects and fifty per cent (50%) in the aggregate, shall be considered to have passed the Competitive Written Test (Phase-II).

A certain number of candidates will be selected category wise, according to merit, as qualified candidates (as per vacancy ratio) for viva-voce from the candidates those who have secured pass marks.

**Viva-Voce Test (Phase-III):**

Candidates securing qualifying marks and selected in order of merit shall be required to appear at viva-voce test of hundred (100) marks.

The marks obtained in Competitive Written Test and viva-voce shall be considered at the time of preparing overall final merit list.

If at any stage(s) of selection process a candidate remains absent, his/her candidature shall be cancelled without making any further intimation to him/her.

Examination Centres:			
Zone 1 (For South Bengal)		Zone 2 (For North Bengal)	
Sl. No.	City / Town	Sl. No.	City / Town
1.	Kolkata	1.	Siliguri
2.	Howrah Sadar	2.	Jalpaiguri Town
3.	Chinsurah	3.	Kolkata
4.	Bardhaman Sadar		
5.	Midnapore Sadar		

**Date, Time & Venue of the Phase – I Examination:**

Date and venue of the OMR based examination shall be intimated to the candidates through e-Admit Card which can be downloaded. Without production of downloaded e-Admit Card, no candidate will be allowed to enter in the Examination Hall. The Phase - I examination shall be commenced from 12 Noon to 1:30 P.M. on the scheduled date.