

THE HIGH COURT OF KERALA

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REC-1/79554/2010

Kochi : 682 031
Dated : 02.11.2011

NOTIFICATION

Applications are invited from qualified Indian Citizens for appointment to the post of Principal Counsellor in the Family Courts in the State of Kerala. Applications should be submitted in the prescribed format which is available in the website (www.highcourtofkerala.nic.in) and notice board of the High Court. Application form contains 3 pages. The candidate should download the same from the website in good quality A4 size paper and fill up the application in accordance with the instructions in this notification and send it to the High Court by post.

1. **Recruitment No** : 9/2011
2. **Name of the post**: Principal Counsellor
3. **Scale of pay** : ₹ 20740-36140
4. **Number of vacancies**: 5 Existing & 8 Probable. Vacancies that may arise during the currency of the select list prepared pursuant to this notification will also be filled up from the list. The ranked list prepared pursuant to this notification shall remain in force for a minimum period of one year from the date of approval and shall continue to remain in force until the approval of a fresh list or till the expiry of three years, whichever is earlier.
5. **Method of appointment**: Direct recruitment.
6. **Mode of Selection**: The selection will be on the basis of an interview or written test and interview, having regard to the number of applications received vis-a-vis the number of vacancies. The syllabus for the written test, if any, shall be general knowledge, basic principles of law relating to family and child welfare, analytical ability, social work and psychology.
7. **Age Limit**: Candidates should have been born between 2-1-1976 and 1-1-1993(both days inclusive). Upper age limit shall be raised by five years in the case of candidates belonging to any of the Scheduled Castes or adult members of such castes and their children when such adult members are converted to other religions, or Scheduled Tribes and by three years in the case of candidates belonging to any of the Other Backward Classes. For further relaxation of age limit for other categories of persons, relaxation provided for in rule 10 of the Kerala State and Subordinate Services Rules, 1958, as amended from time to time, shall also apply.
8. **Qualifications**: Must have a Master's Degree in Social Work or a Post Graduate Degree in Psychology and experience for a minimum period of two years in family counselling. The conditions regarding minimum experience in family counselling may be relaxed in the case of candidates otherwise exceptionally qualified and found suitable. Preference shall be given to women.
9. **Application fee**: ₹250/-(Rupees Two Hundred and Fifty Only). SC/ST and Unemployed Physically Handicapped candidates are exempted from payment of fees. The fee should be remitted by way of Demand Draft drawn on the State Bank of India in favour of "Registrar General, High Court of Kerala" and payable at Ernakulam. Candidates should write their name and address on the reverse of the Demand Draft and send it along with the filled in application. Fee once remitted will not be refunded under any circumstances.

10. **Reservation of appointment:** The rules relating to reservation of appointment for Backward Classes, Scheduled Castes and Scheduled Tribes contained in Part II of the Kerala State and Subordinate Services Rules, 1958 (Rules 14 to 17) shall apply to appointment.
11. **Training:** Every person selected for appointment shall undergo such training as may be prescribed by the High Court. During such period, training allowance will be paid.
12. **Probation:** Every person appointed shall be on probation for a total period of two years on duty within a continuous period of three years from the date on which he joins duty.
13. **Tests:** Every person appointed shall, within the period of probation, pass department tests, if any, prescribed from time to time.
14. Candidates should affix their passport size photograph (taken within the last six months) at the space provided for the same in the application form and sign across it. The signature on the photograph should be clearly legible.
15. The candidates who are in the service of the Government of India or any of the State Governments should obtain No Objection Certificate from their Head of Office or Department and keep it with them. If the candidate fails to produce the No Objection Certificate as and when called for, his/her candidature will stand cancelled.
16. Candidates should read carefully this Notification and all the columns of the application form, before filling them. Applications which are not in accordance with this notification and which are not in the prescribed format will be rejected.
17. All the columns should be filled up by the candidate in his / her own hand. Do not fill up any column by dashes or dots or any other marks or leave any column blank. If any column is not applicable, write 'not applicable' against that particular column.
18. Anything not specifically claimed in the application against the appropriate column will not be considered at a later stage. Proof submitted without proper claim in the application also will not be considered.
19. No alteration or modification of entries in the application form shall be permitted after the same is submitted to the Registrar General and any request in this regard shall render the application invalid.
20. The candidates should have acquired the qualification and the experience prescribed on or before the last date fixed for receipt of applications.
21. Candidates should send along with the application self attested photocopies of the following documents:
 - a) Degree certificates/Provisional Degree Certificates and mark sheets to prove qualification and exceptional qualification, if any.
 - b) Experience certificate from the Head of the Institution where the candidate worked/is working, to prove claim of experience.Failure to produce copy of applicable documents (qualification and exceptional qualification/experience) will entail rejection of application.
22. The originals of certificates to prove age, community, qualifications, experience, non-creamy layer status, disability certificate, claim for exemption from payment of application fees, etc should be produced when called for.
23. The candidate should ensure that the particulars furnished by him/her are correct in all respects. In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and/or that he/she has furnished any incorrect/false information or has suppressed any material facts, his/her candidature will stand cancelled. If any of these shortcomings is detected even after appointment, his/her service shall be liable to be terminated.

24. The envelope containing the application shall be superscribed "APPLICATION FOR THE POST OF PRINCIPAL COUNSELLOR" and sent to the REGISTRAR GENERAL, HIGH COURT OF KERALA, ERNAKULAM, KOCHI-682 031.
25. Last date for receipt of filled in application is **30th November 2011**.
26. Applications received in the High Court after the last date shall, under no circumstances, be considered.
27. Applications submitted not in accordance with the instructions in this notification and instructions in the website will be summarily rejected.
28. For removal of doubts, candidate may contact the Recruitment & Examination Cell (Ph: 0484-2562235).

(By order)

Venu Karunakaran
Registrar (Recruitment and Computerisation).