

## **SUPREME COURT OF INDIA**

No.F.6/2019-SCA(I)  
New Delhi, dated February 20, 2019

### **ADVERTISEMENT**

Applications in the prescribed format are invited from the Indian Nationals who fulfill the following qualifications and other eligibility conditions for selection for appointment to one post of Accountant placed in Level 7 of Pay Matrix with initial Basic Pay of Rs. 44900/- plus other allowances (approximate Gross Salary with HRA – Rs. 64,891/- p.m.) as admissible under the rules.

#### **Essential qualification**

1. Bachelor's Degree in commerce of a recognized University
2. Proficiency in Cash, Accounts and Budget work
3. Knowledge of G.F.Rs and Treasury Rules etc.
4. Knowledge of Computer Applications viz., word processing, Spreadsheet and computer based accounting software.

#### **Experience**

Minimum 3 years experience in the relevant field in Cash, Accounts and Budget work.

#### **Age Requirement**

The candidates should not be more than 30 years of age as on 1.2.2019. Usual relaxation in age will be admissible to SC/ST/OBC/PH/Ex-Servicemen candidates as per Government Rules. There will be no upper age limit for those who are already working in the Registry of Supreme Court of India. Relaxation in upper age limit upto a maximum of 5 years will be considered in case of those Government Servants who are working in posts which are in same line/allied cadre.

#### **General Information**

Candidates who fulfill the prescribed qualifications, experience and age requirement as on 1.2.2019. should apply giving full particulars (Bio-data) as per the proforma enclosed supported by copies of all the relevant certificates and documents and a passport size photograph affixed on the application form, all duly self attested. Candidates who are already working in Government service should send their applications through proper channel. Applications not found as per prescribed Proforma or not

supported by duly self attested documents or self attested photograph will not be entertained. Candidates who do not fulfill the prescribed qualifications and other eligibility conditions need not apply.

The candidates applying for the post of Accountant should ensure that they fulfill all the eligibility conditions for the said post. If on verification at any time before or after the tests/interview, it is found that the candidate does not fulfill any of the eligibility conditions, his/her candidature for the said post shall stand cancelled without any notice or further reference.

Eligible candidates shall be called for a Written Test to ascertain knowledge about Cash, Accounts and Budget work, G.F.Rs., Treasury Rules, and related issues as also in Computer Knowledge Test based on accounting software. Those who qualify both the Written Test and Computer Knowledge Test will have to appear and qualify in an Interview.

Selected candidates will be appointed on probation for a period of two years in the first instance.

No TA/DA will be payable to the candidate for appearing in the Written Test, Computer Knowledge Test and Interview.

The application in a sealed cover indicating "**APPLICATION FOR THE POST OF ACCOUNTANT**" thereon and addressed to Registrar (Admn.I), Supreme Court of India, Tilak Marg, New Delhi-110201 may be sent so as to reach him on or before 16.3.2019. Applications received after due date will not be entertained.

(Deepak Jain)  
Registrar(Admn. I)

**SUPREME COURT OF INDIA**

**APPLICATION FOR THE POST OF ACCOUNTANT**

Affix here  
with a self  
attested  
recent  
passport size  
photo

1. Name of the applicant : \_\_\_\_\_
2. Father's Name : \_\_\_\_\_
3. Date of Birth : \_\_\_\_\_
4. Age as on **1.2.2019** : \_\_\_\_ Years \_\_\_\_ Months \_\_\_\_ Days
5. Category : \_\_\_\_\_  
(General/OBC/SC/ST/EX-S)
6. Permanent Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Correspondence Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Phone/Mobile No. : \_\_\_\_\_
9. E-mail address : \_\_\_\_\_

10. Educational Qualifications

S.No.	Examination	College/University	Year of passing

11. Computer related qualifications

S.No.	Examination	College/University	Year of passing

12. Details of Experience (in chronological order)

S. No	Name & address of the employer	Post held	Period				Job description in brief	Pay scale/salary drawn
			From	To	Total			
					Years	Months		

13. Certified that the information furnished above is true to the best of my knowledge & belief. If at any stage, any information is found to be false or incorrect, my application will be liable to be rejected.

Date :

Signature of candidate