

OFFICE OF CITY CIVIL COURT AT CALCUTTA
[ENGLISH DEPARTMENT]
**Notification for recruitment of different categories of
staff in the Commercial Court at Calcutta**

to be inaugurated shortly

**within the territorial jurisdiction under the Judgeship of
City Civil Court at Calcutta**

**Employment Notification No.01-2025, dated Kolkata, the
27th day of January, 2025.**

Online applications are invited from eligible Indian citizen in the prescribed proforma for preparation of panel to fill up the vacancies mentioned below, in different categories of posts in respect of **Commercial Court at Calcutta** within the territorial jurisdiction under the Judgeship of City Civil Court at Calcutta.

Application must be submitted through online in the websites <https://citycivilcourtcaltutta.dcourts.gov.in/> <https://www.calcuttahirghcourt.gov.in/>, commencing from 28.01.2025 (00 hour midnight). The last date of submission of online application is 16.02.2025 (23:59 hour midnight). No other mode of application will be accepted. Applicants are to visit <https://citycivilcourtcaltutta.dcourts.gov.in/> for further notification relating to ongoing recruitment process.

The details of Vacancy, Scales of Pay, Application Fees, Eligibility Criteria, Mode of Examination and instructions are given hereunder:

1. Vacancy:

A. Permanent posts

SL No.	Name of the post	Existing Vacancy	Scale of Pay (As per revised W.B.S.(ROPA) Rules 2019 of Govt. of W.B)
1	English Stenographer(Group-B)	2 (SC-1, UR-1)	Pay Level - 10 [Rs. 32,100/- – 82,900/-]
2	L.D.C/ Lower Division Assistant (Group-C)	4 [SC-1, UR-1, EWS(E.C)-1, ST-1]	Pay Level - 6 [Rs. 22,700/- – 58,500/-]
3	D.E.O (Data Entry Operator) (Group-C)	4 [SC-1, UR-1, EWS(E.C)-1, ST-1]	Pay Level - 6 [Rs. 22,700/- – 58,500/-]
4	Group- D	4 [SC-1, UR-1,	Pay Level – 1 [Rs. 17,000 – 43,600/-]

		EWS(E.C)-1, ST-1]	
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For EWS candidates:

The candidates seeking benefit of reservation under EWS category should furnish an Income and Asset Certificate issued by;

- 1) Block Development Officer (B.C.O) of Rural Areas
- 2) Sub-Divisional Officer (S.D.O) for Municipal Areas
- 3) District Welfare Officer, Kolkata (D.W.O) for Kolkata Municipal Corporation areas (KMC).

NOTE: The reservation for the EWS candidates will be guided by the Notification No. 325-PAR(AR)/3P-1/2019 dated 09.07.2019 of the Personnel and Administrative Reforms Department, Govt. Of West Bengal read with Gazette Notification No. 18-Emp (EC)/LABR-27011(20)/1/2020-EC dated 07.02.2023. The Recruitment Committee will verify the veracity of the Income and Asset Certificate and other certificates submitted by the candidate through the certificate issuing Authority.

For S.C/ S.T Candidates*:-

Candidates seeking the benefit of reservation as S.C/ S.T must produce a certificate issued by:

- 1) The Sub-Divisional Officer (S.D.O) of the Sub-Division concerned,
- 2) The District Welfare Officer, (D.W.O) Kolkata for Kolkata,
- 3) The District Magistrate, (D.M) or the Additional District Magistrate,(A.D.M), as authorized by the District Magistrate, for the District: South 24 Parganas.

The said certificate must confirm to the West Bengal S.Cs & S.Ts (Identification) Act. 1994 and S.Cs & T.W Department Order no. 261-TW/EC/MR-103/94 dated 06.04.1995.

2. Eligibility age:

Every candidate for direct recruitment shall on 1st January, 2025 must attain the age of eighteen (18) years and must not exceed the age of -

(a) In case of English Stenographer (Group- B) Post:

- (i) Thirty-five (35) years, in the case of a person belonging to the Scheduled Castes/Other backward classes,
- (ii) Thirty-seven (37) years, in the case of a person belonging to Scheduled Tribes or other category of persons for which reservation is made by law,
- (iii) Thirty-two (32) years, in the case of any other person.

(b) In case of L.D.A/ Lower Division Assistant (Group-C) & D.E.O / Data Entry Operator (Group-C) & Group D (Peon) Post:

- (i) Forty-three (43) years, in the case of a person belonging to the Scheduled Castes/Other backward classes,
- (ii) Forty-five (45) years, in the case of a person belonging to Scheduled Tribes or other category of persons for which reservation is made by law,
- (iii) Forty (40) years, in the case of any other person.

Note: As proof of Age, Birth certificate issued by concerned Government department/ Admit card/Certificate of Madhyamik (10th standard) or equivalent examination issued by any recognized Board/Council will only be accepted in case of English Stenographer.

3. Essential Qualification:

Candidates applying for the post of English Stenographer

- 1) Must have Bachelor's degree from any university recognized by the University Grants Commission;
- 2) A Certificate in Computer Training from a recognized Institution;
- 3) A satisfactory fingering speed in Computer operation;
- 4) He or she must have knowledge in the vernacular of the State;
- 5) For English Stenographer, a minimum speed @ 80 w.p.m. in Shorthand and a minimum speed @ 30 w.p.m. in Typewriting from a legible manuscript in English for 10 minutes are required;
- 6) The candidate must have also at least a Certificate in Computer Training from recognized Institution and a satisfactory fingering speed in Computer operation is required.

Candidates applying for the post of Lower Division Assistant (Group- C)

- 1) Must have passed in the Madhyamik Examination (10th standard) from the West Bengal Council of Secondary Education or its equivalent examination from a recognized Council/ Board;
- 2) Must have knowledge or qualification in Computer Operation and must possess at least a Certificate in Computer Training from recognised Institution and a satisfactory fingering speed in computer operation;
- 3) Must have knowledge in the vernacular of the State.

Candidates applying for the post of Data Entry Operator (Group- C)

- 1) Must have passed Madhyamik Examination of the West Bengal Board of Secondary Education or its equivalent from a government recognized Council or Board or Institution;
- 2) Must have passed one year Diploma in Computer Application from recognized institution;
- 3) Must possess a speed of not less than 8000 key depressions per hour.

Note: 1 – Candidate experienced in data entry job shall be given preference at the appropriate stage of this recruitment process.

Note: 2 – A candidate possessing a Bachelor Degree from a recognized University with Diploma in Computer Application from an institute recognized by any University or AICTE shall be given preference at the appropriate stage of this recruitment process.

Note: 3- Candidate having degree in Computer Application from any University or any Government recognized Institution may also apply, subject to his/her undertaking as provided in the online application form.

Candidates applying for the post of Group-D

- 1) Must have passed Class-VIII from any recognized School or recognized Madrasa or any other recognized equivalent Institution
- 2) Must have knowledge in the vernacular of the State.

4. Mode of Examination:

(A) For the post of English Stenographer: -

*a) There will be three phase examination.

i) Phase-I - Screening Test (Paper-I: General English) - It will be of 100 marks having 100 questions of one (1) mark each. A written examination consisting of objective type (100 marks)–100 Multiple choice questions covering spelling, correct use of words, correctness of sentences, use of common phrases, synonyms & antonyms and Punctuation. **Time limit** – One and half hours.

ii) Only those candidates who will secure the qualifying marks in Paper-I, fixed by the Authority, will be called for Paper-II & Paper-III examination.

iii) Phase-II -"Dictation & Transcription" (400 marks) comprising of Dictation lasting for 6 minutes followed by transcription of shorthand notes in candidates own handwriting for an hour.

iv) Phase-III- (Paper-III) – There will be Typing Test of 100 marks. The candidates are required to type from a manuscript accurately on the typewriter @ not less than 30 w.p.m. The test will be for 10 minutes.

v) On the basis of the result of Paper-II & Paper-III examination, a number of candidates securing qualifying marks shall be called in the ratio decided by the District Recruitment Committee time to time for Personality test (30 marks) and also Computer proficiency test (20 marks) on OS Ubuntu.

vi) On the basis of the marks obtained in these two papers (Paper-II & Paper-III), personality test and computer proficiency test, a final panel will be prepared.

vii) The number of errors that shall be admissible in respect of Paper II & Paper III and qualifying marks in any or all the papers and in aggregate shall be fixed at the discretion by the Recruitment Committee.

viii) Candidates have to bring their Typewriter machines for typing test. Shorthand notebook and transcription sheets will be provided by the authority.

(B) Lower Division Assistant: -

i) The examination will be a two phase examination.

ii) Phase-I There will be a preliminary examination which will carry 100 marks having 100 questions of 1 (one) mark each, comprising multiple choice objective type questions on English, General Studies and Arithmetic. The duration of Phase-I examination shall be of One and half hours. **There will be negative marking of 0.5 marks for each wrong answer.**

iii) The candidates who will qualify in the preliminary examination will be consider to eligible to appear in Phase -II.

iv) Phase-II Examination will be comprising of two parts. First part examination will be of conventional descriptive type question on English (Group-A) 50 marks: letter writing, paragraph writing and translation.

Second part will be in Bengali / Hindi / Urdu / Nepali (Group-B) carrying 50 marks on letter writin, tanslation and report. The duration of Part-II examination shall be of 1 hour and will be subjective in nature and of Madhyamik standard. Candidates who will opt for Hindi/Urdu/Nepali, as the case may be, in lieu of Bengali in the Part-II examination shall, before confirmation, have to pass Departmental Examination in Bengali during the period of probation.

v) On the basis of the result of Paper-II & Paper-III examination, a number of candidates securing qualifying marks shall be called in the ratio decided by the District Recruitment Committee time to time for Personality test (30 marks) and also Computer proficiency test (20 marks) on OS Ubuntu.

vi) On the basis of the marks obtained in these two papers (Paper-II & Paper-III), personality test and computer proficiency test, a final panel will be prepared.

vii) Qualifying marks in any or all the papers and in aggregate shall be fixed at the discretion by the Recruitment Committee.

(C) Data Entry Operator (Group- C) –

Candidates shall undergo -

i) Phase- I : A competitive test on (i) Computer proficiency (ii) General Knowledge (iii) Mathematics and (iv) English language. This test will be OMR based/Computer Based Test (CBT). There will be 50 (fifty) questions each having 02 (two) marks. Total marks would be 100 (hundred). There will be 02 (two) marks for each right answer, while 01 (one) mark will be deducted for each wrong answer. The duration of the Phase- I examination will be of one (01) hour. The pass-mark of Phase-I examination will be 40 (forty) marks. The marks obtained in the Phase-I examination would not be carried forward in the subsequent phases.

ii) Phase- II : Successful candidates of Phase-I examination will be required to undergo a data entry speed test (key depression test). Total marks of key depression test will be 400 (four hundred). Phase- III: Shortlisted candidates of Phase-II examination will be called for Interview/Viva-voce. The total marks of Interview/Viva-voce would be 100 (hundred).

The competitive test may be taken in such manner as the Recruitment Committee may decide from time to time.

(D) Group-D (Peon): -

i) Written Examination on objective type questions of 100 marks comprising 50 Multiple Choice Questions each carrying 02 marks on Simple Arithmetic, English, Bengali and General Knowledge.

ii) One (1) mark shall be deducted for each wrong answer.

iii) The duration of the Examination will be of 60 minutes.

iv) On the basis of the result of the Written Examination (the minimum qualifying marks will be fixed by the District Recruitment Committee), the successful candidates will be called for Personality Test in the ratio of 1:5, i.e., five times the number of vacancies in each category, which will be of 30 marks. On the basis of the total marks obtained in the Written Examination and Personality Test, the final panel will be prepared. The standard of examination shall be similar to that of Class-VIII.

5. Important Information: -

1. The District Recruitment Committee shall have the discretion to fix qualifying marks in any or all of the tests for different categories of posts mentioned above, and to relax such marks in respect of candidates belonging to Scheduled Caste, Scheduled Tribe and E.C., if deemed necessary.

2. In case of non-availability of a suitable Exempted Category Candidate belonging to SC, ST for any of such reserved point according to 100-Point Roster, the said vacancy shall be

filled up by a non-Exempted Category Candidate belonging to SC, ST as the case may be in accordance with relevant Rules. Caste Certificates need to be produced at the time of physical document verification.

3. The benefits of reservation of vacancies and age concession for SC, ST candidates are admissible to SC, ST candidates of West Bengal only. SC/ST candidates belonging to States other than West Bengal will be treated as General Candidate. Such benefits are also admissible to all candidates with disabilities of 40% and above.

4. No claim for being a member of SC, ST or Exempted Category (E.C.) will be entertained any time after submission of the application.

5. In case of Person with Benchmark Disability in the category of Blindness, Locomotor Disability (both arms affected-BA) and Cerebral Palsy, the facility of scribe/reader shall be provided, if so desired by the person. Additional time shall be provided.

6. Candidates already in service under Government / Public Sector Undertakings, and within the prescribed age limit, must submit their application through proper Channel with 'No Objection' Certificate of the concerned Authority.

7. Information uploaded on the website shall not be provided to the candidate under R.T.I Act, 2005. The uploaded information in the website shall be retained for a specific period. Therefore, the candidates are advised to download the uploaded information and keep up with them for future. In course of the recruitment examination, no application under the Right to Information Act, 2005 shall be entertained nor any information be provided. Factual information under R.T.I Act shall be provided only after declaration of final results. Replies to inferential (speculative) question shall not be provided.

8. The character of a person participating in the process for direct recruitment to service must be such as to render him suitable in all respects for appointment to the service. Persons dismissed by the Union Government or by a State Government or by a Local Authority or a Government Corporation owned or controlled by the Central Government or State Government will be deemed to be ineligible for the appointment.

9. No recommendation either written or oral will be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his candidature by other means will disqualify him for appointment.

10. Candidates are required to produce necessary medical certificate as required for their candidature at the time of appointment/joining.

11. Mobile phones, pagers, Bluetooth devices, calculators and any other electronic gadgets/communication devices are not allowed inside the premises where the examination will be conducted. Any infringement of these instructions shall entail immediate elimination and possible disciplinary action.

12. Canvassing in any form and use of unfair means during the examination/test will

disqualify the candidature of the applicant.

13. The decision of Recruitment Committee/ Selection Committee shall be final in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of examination process, allotment of examination centers, selection and appointment to the posts etc.

14. After the appointment of the candidate, the matters regarding his/her service, seniority, promotion etc. will be regulated by the Government Rules & Regulations.

15. The results shall be displayed on the official website <https://citycivilcourtcaltutta.dcourts.gov.in> and information with regard to the next stage of examination shall be made available on the aforementioned website in due course of time.

6. Application Fee: -

Application Fees for different posts, castes and categories of candidates are stated in the following chart.

A. Permanent posts

SL No.	Name of the post	UR	SC	ST	EWS (EC)
1	English Stenographer(Group-B)	700/-	700/-	—	—
2	L.D.C/ Lower Division Assistant (Group-C)	600/-	600/-	600/-	450/-
3	D.E.O (Data Entry Operator) (Group-C)	600/-	600/-	600/-	450/-
4	Group- D	500/-	500/-	500/-	450/-

No fees required by the candidates belonging to the Exempted Categories whose names will be sponsored by the appropriate authorities.

This exemption of fees is not applicable to the candidates, belong to Exempted Category, applying directly without any sponsorship from the Labour Department, Government of West Bengal.

7. Mode of Application & Mode of payment of Application Fees: -

i) Applications will be received in ONLINE MODE only.

ii) Application Fees are to be paid Online using Debit Card or Credit Card or Internet Banking or UPI. Any other mode of payment will not be accepted under any circumstances. Payment gateway charges and Service Taxes (if any) may be charged and debited additionally. Candidates should retain the 'Payment Confirmation Receipt' generated online and keep a printout of the same for future reference. Application fees including the additional category is **NOT REFUNDABLE** in any case.

iii) One candidate can apply for one post only. The candidature of an applicant shall be cancelled without citing any notice if he/she applies for more than one post.

iv) The candidature of the candidate shall also be cancelled if he/she fails to upload his/her clear photograph and with legible signature in the jpg format, or the relevant documents namely, certificates containing correct date of birth, educational qualification, exempted category certificate or the caste certificate for the concerned candidate.

v) Admit Card containing the Venue, Date and Time of Examination and other information will be made available for download 02 (Two) weeks before the date of Examination till the very day of Examination. Candidate must download the Admit Card (Hall Ticket) and bring a printout of the same to enter the Examination Venue. Candidates called for test(s) shall be required to appear at their own expense and no T.A. / D.A. will be admissible.

vi) Admission to the test / examination will be deemed provisional, subject to verification and determination of the Candidate's eligibility and suitability in all respect. If at any stage of the process, a candidate is found to be ineligible for admission to the test(s) in terms of this Notice, his / her candidature shall be cancelled without making any reference to him / her and without assigning any reason. It is to be noted that if a candidate has been allowed to appear in the examination / test, it does not imply that the candidate's eligibility has been verified.

vii) The candidate are required to submit online application forms with correct and complete information carefully. If any incomplete or false information is given, then the candidates will be responsible for the same and on the basis of false and incomplete information, the application form shall be rejected at any stage without giving any reason / notice.

viii) A candidate furnishing incorrect or false particulars or suppressing material information or furnishing false certificate indicating wrong category / sub-category regarding caste will be disqualified, and, if appointed, shall be liable for dismissal from service and authority of City Civil Court may take necessary action.

ix) The District Recruitment Committee reserves the right to offer appointment to the selected candidate at any place of the judgeship and not according to the preference / option given by the applicant.

x) Once appointed, the matters regarding service, seniority, promotion etc. in respect of an appointee will be regulated by the Rules followed in this Judgeship.

xi) In case of any dispute, the decision of the District Recruitment Committee shall stand final.

xii) Candidates whose applications will be found not in order, will not be allowed to appear in the examination and authority will bear no responsibility to inform the candidates.

xiii) The District Recruitment Committee reserves the right to make short lists of successful candidates.

The panel(s) thus formed shall remain effective till the process of giving appointment against the notified vacancies, is complete. However, the panel(s) shall remain valid for a maximum of 01(one) year from the date of its formation.

****Apart the applicants are advised to go through the detailed information related to online application as provided under “How to Apply” and “General Instructions for Applicants” before Online Submission of Application through links of the website in which online application has to be submitted. Further, in case of any query regarding online application submission, applicants are advised to send e-mail to commercialcourtcalttarectt@gmail.com . No other mode of communication and/or correspondence will be permitted.**

For further information and update, applicants are advised to check the official website of the **City Civil Court, Calcutta i.e. <https://citycivilcourtcaltutta.dcourts.gov.in/> on a regular basis.**

Sd/-

(Jayashree Banerjee),
Chief Judge-cum-Chairman,
Recruitment Committee,
City Civil Court, Calcutta.

Dated: 27th day of January, 2025 at Kolkata

HOW TO APPLY & GENERAL INSTRUCTIONS

1. Online application for City Civil Court, Calcutta Staff Recruitment 2025 will commence on 28.01.2025 from 00 hour. and applications will be accepted till 16.02.2025 upto 23:59 hrs. The Application Form is to be filled in & payment of examination fees shall be made by the applicant through online mode only. The online application form shall be filled up through the links (<https://onlineapplication.in.net/comc>) provided in the website of District Court,

City Civil Court, Calcutta i.e. <https://citycivilcourtcalthutta.dcourts.gov.in/>. The link will be activate on and from 28.01.2025 (00 hour midnight) and will be alive till 16.02.2025 (23:59 hour midnight).

2. Candidates are requested to read the advertisement & when satisfies about the eligibility conditions of the same, then only apply.

3. The applicant will have to make payment by Debit Card/Credit Card/Net Banking/UPI.

4. SC/ST candidates belonging to states other than West Bengal will be treated as unreserved candidates only.

5. Non sponsored candidates of Exempted category will also have to apply online directly with requisite examination fees as applicable.

6. The District Recruitment Committee, City Civil Court, Calcutta Judgeship reserves the right to offer appointment to the selected candidate at any place of the judgeship & not according to any preference/option/representation given by an applicant.

7. Candidates, whose application will be found not in order, will not be allowed to appear before the test/s and the authority shall not have any responsibility to inform him/her.

8. Candidates already in service under Govt./Public Sector Undertakings, & within the prescribed age limit, must submit their applications through Proper Channel with the "No Objection" Certificate of the concerned Authority.

9. In case of any dispute, the decision of the District Recruitment Committee, City Civil Court, Calcutta Judgeship shall stand final.

10. The District Recruitment Committee, City Civil Court, Calcutta Judgeship shall also have the full discretion to fix minimum qualifying marks in respect of all categories of post & relaxation of all or any of the norms.

Guidelines for filling up of application form & payment of application fees

The Online Application will be of 2(two) parts viz Part-I and Part-II:

Part-I:

i) The applicant will have to fill in his/her basic information. After submission of the information, the applicant will be asked to verify the information submitted & to rectify, if any. After verification, the applicant will have to press "I agree" button that will appear on the screen ensuring that the information supplied by him/her are in order & no further rectification is required. No further rectification/modification will be allowed to the applicant after he/she presses the "I agree" button.

ii) Now, an 8(eight) digit numeric code as Application Number will appear on the screen which the applicant will have to remember throughout this recruitment process. It is suggested that the applicant must note down this Application Number & 8-digit password as entered by him/her while filling up the application form.

iii) Scanned passport size recent colour photograph of the applicant (Image format will only be .jpg & of size between 30KB to 50KB) is to be uploaded in the specified space in the website. Image of size more than 50KB will not be accepted by the website. Further, black & white/unclear/hazy/doctored/morphed images, if uploaded by the applicant & detected at any later stages of this recruitment process, will result in summarily rejection of the application. The applicant has to retain 6 identical copies of this photograph which has been uploaded & will have to produce them before the Authority as & when called for. Photograph must be a colour picture against a light-coloured, preferably white background.

iv) If you wear glasses make sure that there are no reflections and your eyes can be clearly seen. Photographs containing caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face. Size of file should be between 30KB to 50KB and only in .jpg format. Scanned full signature of the candidate is to be uploaded in the space specified & the image should be in .jpg format & will be of maximum size 20 KB & preferred dimension is 200x100 pixels. Scanned signature exceeding the maximum size will not be accepted by the website.

v) The applicant has to sign on white paper with Blue / Black Ink pen. The signature must be signed only by the applicant and not by any other person. The applicant has to ensure that uploaded signature is clearly visible/identifiable.

vi) If the Applicant's signature on the answer script, at the time of the examination, does not match the signature on the Attendance Sheet, the applicant will be disqualified.

vii) Scanned documents in support of Caste Certificate/EC Certificate/EWS certificate, Proof of Age, Graduation & Class-VIII pass Certificate, as applicable for individual applicants, is to be uploaded in the space specified & the image should be in .jpg format & will be of maximum size 100 KB & preferred dimension is 1250x1750 pixels.

viii) Any application without uploaded valid scanned photograph, full signature & documents (as applicable) will be summarily rejected without assigning any reason to the candidate thereof.

ix) No subsequent request for change of any entry in filled up online application form will be considered or granted.

Procedure for Uploading the Photograph, Signature & documents: -

While filling in the Online Application Form the candidate will be provided with a link to upload his photograph, signature & documents. There will be two separate links for uploading Photograph and Signature. Click on the respective link "Upload Photograph / Signature / Documents". Browse & select the location where the Scanned Photo / Signature / Documents file has been saved. Select the file by clicking on it & then click the 'Upload' button.

Part-II:

i) This part relates to payment of application fees to be paid through online payment portal of State Bank of India. Upon completion of the aforesaid stages, the applicant will have to click

on 'Make Payment' option & will be automatically taken into the online payment portal for payment. The applicant will have to make payment by Debit Card/Credit Card/Net Banking/UPI/E-Challan. The application fees can be paid online till 11:59 p.m. on 16.02.2025. Bank charges as fixed by the Bank will be levied upon in addition to the application fees as specified earlier. On successful payment of application fees, the Bank will provide a receipt which will have to be noted down carefully by the Applicant for future reference.

ii) Usually, Bank provides the status of successful receipt of the payment within 72 hours of the transaction i.e. if fees is paid on 4th February, 2025, bank will update its status to us within 8th February, 2025. Candidates are advised to log-in (with their application number and password) after 72 hours of their payment and download filled -in-form (which will be generated as soon as Bank provides us the successful payment status) and thereby the process for Registration gets completed. In-case the Bank does not receive them payment within 72 hours of transaction, the corresponding payment transaction will be treated as incomplete. In such a scenario, it is advised to initiate fresh payment of Application Fee by logging in to the portal.

Kindly note, the candidates will have to complete both Part I and Part II of application process. Partial completion of any stage viz. Part I only or Part II only will be treated as ineligible application. No further communication will be made to candidates whose applications are considered ineligible.

Applicants are advised to enter correct/valid data in respect of various information as sought by the website. Incorrect details, if any, entered by any applicant will result in summarily rejection of the application at any stage of the recruitment process.

**** Selected candidates shall be issued appointment letters on the date Commercial Court is inaugurated by the Hon'ble Chief Justice, High Court Calcutta.**

For any Technical Support, contact the following HELPLINE e-mail ID during working days (Monday-Saturday). The facility of help desk will be available from 28.01.2025(Tuesday).

Helpline e-mail ID for Registration	commercialcourtcalttarectt@gmail.com
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Sd/-

(Jayashree Banerjee),
Chief Judge-cum-Chairman,
Recruitment Committee,
City Civil Court, Calcutta.

Dated: 27th day of
January, 2025 at
Kolkata.