

MAHARASHTRA LEGISLATURE SECRETARIAT

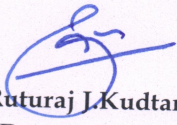
Applications are invited for the post of "**Reporter (Junior) (Group-A) (Gazetted)**" in Maharashtra Legislature Secretariat.

- A) **Number of posts & reservation :-** Total posts - 12.
Marathi Reporter (Junior) :- 12 Posts [S.C.-1 Post, S.T. - 2 Posts, V.J.(A) - 2 Posts, N.T. (C) - 1 Post, N.T. (D) - 1 Post, S.B.C. - 1 Post, O.B.C. - 4 Posts].
- B) **Pay Scale :-** PB-3 Rs.15600-39100 and Grade Pay Rs.5400 *plus* Other Allowances.
- C) **Educational & other Qualifications :-** Candidate should be a graduate from recognized University and
Marathi Reporter (Junior) :- I) For the post of Marathi Reporter (Junior), Candidate should possess Government Commercial Certificate of 120 w.p.m. in Marathi shorthand and 40 w.p.m. in Marathi typewriting.
II) Candidates applying for the post of Marathi Reporter (Junior) will have to appear for a shorthand test at the speed of 140 w.p.m.
- D) **Age :-** As on 1st August, 2017, minimum age of a candidate should not be less than 18 years and the maximum age of a candidate from Reserved Category should not be more than 43 years and in any other case should not be more than 38 years. For Candidates already in Government Service, age will be relaxed up to 48 years.
- E) **Probation Period :-** Two years.
- F) **Other Information :-** 1) Candidates appointed are required to complete a course in computer operation as prescribed by Government of Maharashtra and produce a certificate thereof within stipulated period.
2) Number of posts and reservation may vary. All the rights pertaining to the same are reserved by appointing authority.
3) The right to reject any or all applications without giving any reason, at any stage of selection process is reserved.
- G) **Scheme of Examination :-** Shorthand examination will be conducted at the speed of 140 w.p.m. The duration of shorthand passage will be of five minutes. Candidates will be given 2 hours to translate the shorthand passage into longhand.

General Instructions :-

- 1) Applications in prescribed format should be addressed to The **Deputy Secretary, (Establishment), Maharashtra Legislature Secretariat, Vidhan Bhavan, Backbay Reclamation, Mumbai - 400 032 (By registered A.D. or by speed post only)**. The last date for receipt of applications is **Friday, 1st September, 2017** Candidates should clearly specify the name of the post applied for in bold letters on the envelope. Applications received after last date will not be considered.
- 2) It is necessary to enclose duly attested copies of Certificates regarding Educational Qualifications, Shorthand and Typewriting, Caste & Age proof.
- 3) Candidates will have to appear for shorthand test at their own cost.
- 4) Candidates should affix self-attested latest passport size photograph on application.
- 5) The condition of small family specified in (Small Family Declaration) Rules, 2005 shall be applicable to the Candidates.
- 6) Candidates who are already in government service are required to submit their applications through proper channel.
- 7) The format of application is available on the following website of this Secretariat :-
www.mls.org.in
- 8) Selected Candidates from backward castes will have to get their caste certificate validated from caste verification committee within Six month from the date of appointment. If the cast verification committee declares the caste certificate invalid, the candidate's appointment order shall be cancelled.
- 9) National Pension Scheme (NPS) shall be applicable to the selected candidates.
- 10) The "Non-creamy Layer" principle has been made applicable to V.J.N.T., OBC and SBC categories. Hence, appointment orders shall not be issued unless latest "Non-creamy Layer" certificate is produced by candidates from these categories.

Place : Mumbai
Date : 9th August, 2017


(**Ruturaj J. Kudtarkar**)
Deputy Secretary,
Maharashtra Legislature Secretariat,
Vidhan Bhavan, Mumbai.

MAHARASHTRA LEGISLATURE SECRETARIAT

Application format for the post of 'Marathi Reporter (Junior) (Group-A) (Gazetted)'

To,

The Principal Secretary,
Maharashtra Legislature Secretariat,
Vidhan Bhavan, Mumbai 400 032.

- 1) Name of the Post :- _____
- 2) Name of Candidate :- _____
(In Devnagari Script) (Surname) (First Name) (Father's / Husband's Name)
- (In English) :- _____
- 3) Address :- _____
Permanent Address :- _____
Present Address of Communication :- _____
- 4) Date of Birth :- Day Month Year
In Words :- _____
Age as on 1st August, 2017 :- Years Months
- 5) Contact No. :- _____
- 6) Male / Female :- _____
- 7) Married / Unmarried :- _____

Please affix
Self attested
passport size
photograph.

8) (A) To be Mark \checkmark in the box below against the Category from which the candidate is applying :-

S.C.	S.T.	V.J. (A)	N.T. (C)	N.T. (D)	S.B.C.	O.B.C.

(B) Religion Caste Sub Caste

9) A) Have you registered your name in Employment Yes / No.

Exchange :-

B) If yes, please specify the details :-

10) Educational Qualification :-

Sr.No.	Educational Qualification	Name of Board / University	Year of passing	Total Marks	Percentage	Grade
1.						
2.						
3.						

11) (a) **Shorthand Speed :-** Marathi w.p.m.(b) **Year of Passing Shorthand Examination :-** Year12) (a) **Typewriting Speed :-** Marathi w.p.m.(b) **Year of Passing Typewriting Examination :-** Year13) **Experience (If any) :-**

Sr.No.	Name of Organisation / Institution	Post	Period		Job profile
			from	to	
1.					
2.					

14) **Languages Known :-** _____

I hereby declare that, all information mentioned above is true and correct. In support of this, I hereby enclose attested copies of certificates. I also hereby declare that if the above information is found to be false or incorrect, my selection for this post shall be cancelled and I shall be liable to legal action. The decision of Appointing Authority regarding this shall be binding on me and I shall not have any grievance for the same.

Place :-

Date :-

()
Candidates name and Signature

Maharashtra Civil Service (Small Family Declaration) Rules, 2005

Form "A"

(See Rule - 4)

I, Shri / Smt. / Kum son / daughter / wife
of Shri./Smt..... aged years, resident
of.....
..... do hereby declare
as follows :-

1. That I have filled my application for the post of
2. I have (Number) living children as on today. Out of which number of Children born after 28th March, 2005 is (Mention dates of birth, if any)
3. I am aware that if any total number of living children are more than two, due to the children born after 28th March, 2006, I am liable to be disqualified for the same post.

Place :-

Date :-

(
Candidates name and
Signature

(Note :- Unmarried candidates should mention 'Not Applicable' on above said declaration. Declaration if not signed shall be treated as incomplete and rejected.)