

**OFFICE OF THE REGISTRAR  
KARNATAKA STATE ADMINISTRATIVE TRIBUNAL,  
BENGALURU.**

**NOTIFICATION**

**NO.KAT/EST(1)/PPL-RCT/LC-cum-RA/35/2016, Dated:11-10-2023**

**RECRUITMENT TO THE POST OF "LAW CLERK-CUM-RESEARCH  
ASSISTANTS"**

**LAST DATE FOR RECEIPT OF APPLICATIONS: 15.11.2023**

In view of Govt. Order No. ಸಿಆಸುಇ 4 ಸೇಆನ್ಯಾ 2023 dated:12.09.2023

and in order to encourage brilliant and talented Law Graduates to join the legal profession and to give them exposure to various facets of litigation and branches of law and familiarity with Court Proceedings, the proposal for appointing **six** (06) Law Clerks-cum-Research Assistants in the Karnataka State Administrative Tribunal for a period of one year, on Honorarium basis at the rate of **Rs.20,000/-** per month, has been approved by the Government.

Applications are invited from interested candidates for appointment to **06 posts** of Law Clerks-cum-Research Assistants on the following terms and conditions:-

- 1) The Law Clerks-cum-Research Assistants will be attached to the Hon'ble Chairman/Members of the Karnataka State Administrative Tribunal and he/she will assist the Hon'ble Chairman/Members not only in the judicial work but also in the Administrative work.
- 2) The duties and responsibilities of a Law Clerk-cum-Research Assistant are:
  - (i) **Reading of case files, preparation of the case including case summary and notes and chronology of events;**
  - (ii) **Identifying facts and issues and questions that may arise or may have to be addressed;**
  - (iii) **Presence in the Court during the hearing of cases, taking notes of arguments and citations;**

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- (iv) **Research work on case law, books and articles for the purpose of assisting the Hon'ble Chairman/Members in the preparation of judgments; and**
- (v) **Assisting the Hon'ble Chairman/Members to prepare speeches and academic papers.**

- 3) The Law Clerks-cum-Research Assistants will have free access to the Court Room and Library and also to all materials including Computers and Internet. If necessary, he / she will be allowed access to the chamber of the Hon'ble Chairman/Members, with the permission of the respective Hon'ble Chairman/Members.
- 4) The assignment will be for a period of **one year** from the date of appointment. During the period of assignment the Law Clerks-cum-Research Assistants will be paid a monthly **honorarium of Rs.20,000/- (Rupees Twenty Thousand)** only.
- 5) The assignment as Law Clerks-cum-Research Assistant is a full-time one and during the assignment, the Law Clerks-cum-Research Assistants will not be entitled to practice as a Lawyer or to take up any other employment. He / she is liable to maintain confidentiality at all times.
- 6) After the conclusion of the assignment, the Law Clerks-cum-Research Assistants attached to Hon'ble Chairman/Members will not be entitled to appear before that Hon'ble Chairman/Members for a period of one year during the practice. He / she will not be entitled to appear in any case handled by the Hon'ble Chairman/Members to whom he/she was attached, regardless of whether he/she had worked on that case.
- 7) Only on satisfactory completion of the assignment, the Law Clerks-cum-Research Assistants will be entitled to a Certificate to be issued by the Karnataka State Administrative Tribunal certifying that he / she has satisfactorily completed the

assignment as Law Clerks-cum-Research Assistant in the Karnataka State Administrative Tribunal. The assignment as Law Clerks-cum-Research Assistant will not confer any right or preference for any employment in the Karnataka State Administrative Tribunal or the Government.

- **Eligibility:**

The applicants who are eligible to apply are:-

- I. Must possess a degree in Law granted by a recognized University established by Law in India with a minimum aggregate of 50% marks.
- II. Must not have completed the age of 30 years as on the last date of application.
- III. Must have enrolled as an Advocate in Karnataka State Bar Council.
- IV. Must have knowledge of operation of computers.

**Note:-** Applications of ineligible candidates will summarily rejected without notice.

- **Method of Selection:**

The Hon'ble Chairman will select the candidates on the basis of academic record, achievements in co-curricular activities and performance in the interview. If there are large number of applicants, candidates will be short-listed for interview on the basis of academic record and achievements in co-curricular activities.

- **Format of application and Documents to accompany with the application:**

The candidates who are eligible and willing to apply shall submit the Application in the prescribed format annexed to this notification along

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with the relevant information and documents as stated therein, by downloading the same from the Official Web Site, <http://ksat.karnataka.gov.in>.

• **Last date for submission of application:**

Applications along with the relevant self-attested documents should reach the Registrar, Karnataka State Administrative Tribunal, 6<sup>th</sup> & 7<sup>th</sup> Floor, Kandaya Bhavana, K.G.Road, Bengaluru-560009, on or before **05.00 PM** of **15.11.2023**. Applications received thereafter will not be considered. The cover containing the application shall be super scribed as:

**“Application for Appointment of Law Clerk-cum-Research Assistants”**

**“BY ORDER OF HON’BLE THE CHAIRMAN”**

**sd/-  
REGISTRAR  
KARNATAKA STATE ADMINISTRATIVE TRIBUNAL  
BENGALURU.**

**To:-**

1. Notice Board, K.S.A.T., Benches at Bengaluru, Belagavi and Kalaburagi.
2. Notice Board, Advocates Association, High Court of Karnataka, City Civil Court, Bengaluru.
3. Official Web site, K.S.A.T., Bengaluru.
4. Spare.

**APPLICATION FOR RECRUITMENT TO THE POST OF  
LAW CLERK – CUM – RESEARCH ASSISTANTS  
IN THE KARNATAKA STATE ADMINISTRATIVE TRIBUNAL,  
BENGALURU.**

**NO.KAT/EST(1)/PPL-RCT/LC-cum-RA/35/2016, Dated:11.10.2023**

**TO:**

**The Registrar,  
Karnataka State Administrative Tribunal,  
6<sup>th</sup> & 7<sup>th</sup> Floor, Kandaya Bhavana,  
K.G.Road, Bengaluru - 560009.**

**AFFIX  
PASSPORT SIZE  
PHOTO**

(Please read the instructions annexed hereto before filling)

1	Name of the Applicant (in block letters as in SSLC or equivalent certificate)	
2	Name of his/her father/ husband/guardian	
3	Gender	
4	Date of Birth (as mentioned in the SSLC or equivalent certificate)	
5	Age (in years)	
6	Permanent postal address	
7	Present postal address, if any	
8	Telephone (Landline with STD Code)	
9	Mobile No.	
10	E-mail	
11	Date of Enrolment with Karnataka State Bar Council	
12	Enrolment No.	

**EDUCATIONAL QUALIFICATION:  
LL.B**

13	Name of University from where LL.B. degree is secured	
14	Name and place of the Law College in which studied	
15	Year of passing	
16	Percentage (Aggregate of all the years/ semesters)	

17. Marks Secured in LL.B.,

Semester / Year	Marks Secured	Maximum Marks	Semester / Year	Marks Secured	Maximum Marks
I			VI		
II			VII		
III			VIII		
IV			IX		
V			X		
			<b>Total of all Semesters / Years</b>		

18	<b>Additional qualifications, if any,</b>	
19	<b>Achievements in LL.B., (shall be accompanied with relevant Certificates)</b>	
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20	<b>Achievement in Co-curricular Activities (shall be accompanied with relevant Certificates)</b>	
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21	<b>Any other information / details :-</b>	

I do hereby solemnly and sincerely affirm that the statement made and the information furnished above are true to the best of my knowledge. Should it however be found that any information furnished herein is untrue in material particulars, I realize that my candidature to the post of Law Clerks-cum-Research Assistant shall be cancelled.

PLACE:

DATE:

**SIGNATURE OF THE APPLICANT**

**Instructions to the candidates before submitting the application:**

- 1. The candidates shall see that the application is complete in all respects.**
- 2. Copies of the relevant certificates that accompany the application shall be self-attested.**
- 3. Copies of certificates shall be placed in following order along with the application as stated hereunder:**
  - a. Filled Application**
  - b. SSLC or its equivalent Certificate**
  - c. Enrolment Certificate**
  - d. LL.B Marks Cards of all years / Semesters in ascending order**
  - e. Convocation Certificate, if any**
  - f. Certificates of other Educational Qualifications, if any, as stated at Column No.18 of the application**
  - g. Certificates of Achievement in L.L.B to be placed in order as stated at Column No.19 of the Application**
  - h. Certificates of Achievement in Co-curricular activities to be placed in order as stated at Column No.20 of the Application.**
  - i. Certificates of Achievement in Co-curricular activities to be placed in order as stated at Column No.20 of the Application.**

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