

High Court of Delhi

New Delhi

Short Vacancy Notice

Senior Personal Assistant and Personal Assistant Examination -2026

Online applications are invited from persons, who are citizens of India or subjects of Nepal as per instructions issued by the Government of India from time to time, for filling up following existing vacancies for the posts of **Senior Personal Assistant & Personal Assistant** and preparing a panel thereof.

(i) SENIOR PERSONAL ASSISTANT:-

Post	Classification and Level	No. of Vacancies					Total
		GEN	EWS	OBC-NCL	SC	ST	
Senior Personal Assistant	Group- 'B' 8th Level of Pay-matrix of 7th CPC	43	14	32	16	12	117
Out of the aforesaid total 117 vacancies:-							
(i) Total vacancies reserved for PwBD on horizontal basis -							07
(ii) Break-up of aforesaid 07 vacancies reserved for PwBD on horizontal basis:-							
a) OL-One Leg, BL-Both Legs, LC-Leprosy Cured, Dw-Dwarfism, AAV-Acid Attack Victim;							03
b) ASD-Autism Spectrum Disorder (M=Mild, MoD=Moderate), SLD-Specific Learning Disability, Mental Illness (MI) and;							02
c) Multiple Disabilities amongst the persons having any disabilities coming under (a) and (b)							02

(ii) PERSONAL ASSISTANT:-

Post	Classification and Level	No. of Vacancies					Total
		GEN	EWS	OBC-NCL	SC	ST	
Personal Assistant	Group- 'B' 7th Level of Pay-matrix of 7th CPC	NII	07	16	05	05	33
Out of the aforesaid total 33 vacancies:-							
(i) Total vacancies reserved for PwBD on horizontal basis-							03
(ii) Break-up of aforesaid 03 vacancies reserved for PwBD on horizontal basis:-							
a) OL-One Leg, BL-Both Legs, LC-Leprosy Cured, Dw-Dwarfism, AAV-Acid Attack Victim;							02
b) ASD-Autism Spectrum Disorder (M=Mild, MoD=Moderate), SLD-Specific Learning Disability, Mental Illness (MI) and; Multiple Disabilities amongst the persons having any disabilities coming under (a) and (b)							01

Essential Qualifications (As on 05.10.2026):

- For the post of Senior Personal Assistant:-** Graduate from a recognised University and having speed of not less than **110 w.p.m.** in Shorthand (English) and **40 w.p.m.** in Typewriting (English) on Computer with good working knowledge of Computer. (Only such candidates, who possess essential qualifications as on the last date of submission of online applications, need to apply.)
- For the post of Personal Assistant:-** Graduate from a recognised University and having speed of not less than **100 w.p.m.** in Shorthand (English) and **40 w.p.m.** in Typewriting (English) on Computer with good working knowledge of Computer. (Only such candidates, who possess essential qualifications as on the last date of submission of online applications, need to apply.)

Schedule of Dates:

Commencement Date for submission of online applications	15.09.2026 (1100 hours)
Last date and time for receipt of online applications & for making online fee payment	05.10.2026 (2300 hours)
Date of Correction Window of Application Form and online payment of Correction Charges	12.10.2026 (1100 hours) to 14.10.2026 (2300 hours)
Downloading of Admit Card from Delhi High Court website, i.e., www.delhihighcourt.nic.in	To be announced later through public notice on official website
Date, Time & Venue of Examination	To be announced later through public notice on official website

Age Limit:

Applicant - Candidate's age should not be below **18 years** and over **32 years** as on 01.01.2026. Thus, the applicant should have been born not earlier than 02.01.1994 and not later than 01.01.2008. Candidates should note that Date of Birth as recorded in Matriculation / Secondary Examination Certificate / Mark-Sheet or an equivalent Certificate only will be accepted for determining the age eligibility and no subsequent request for its change will be considered/entertained.

The detailed advertisement, containing information with respect to age relaxation to certain categories, reservation, mode of selection, examination fee, how to apply, other general instructions, etc., is available on the website of Delhi High Court i.e. www.delhihighcourt.nic.in.

Date: 02.09.2026

(ARUN BHARDWAJ)
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