



THE HIGH COURT OF KERALA

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Dated : 10.11.2025

HCKL/7593/2025-REC1-HC KERALA

NOTIFICATION

Applications are invited from qualified Indian citizens for appointment on contract basis to the following post in the High Court of Kerala. Candidates shall apply online through the Recruitment Portal (<https://hckrecruitment.keralacourts.in>) of the High Court. No other means/ modes of applications will be accepted.

2. **Recruitment No.** : 14/2025
3. **Name of the Post** : TRANSLATOR (ON CONTRACT BASIS)
4. **Remuneration per month** : ₹31,020/-
5. **Number of vacancies** : 20 (Twenty)
6. **Age Limit** : Candidates born between 02/01/1989 and 01/01/2007 (both days inclusive) are eligible to apply.
7. **Qualification**: Bachelor's degree in any subject awarded or recognised by any of the Universities in Kerala.
Desirable: Knowledge in computer operations.
8. **Tenure of appointment** : Till 19.07.2026 (may be extended subject to Government sanction for continuance of the posts and on the basis of performance assessment).
9. **Mode of Selection** : Selection will be on the basis of **Translation Test and interview**. Maximum marks for the Translation Test is 50 and that of Interview is 10. The duration of the Translation Test is 2 hours. The syllabus for the translation test will be translation of English passage into Malayalam and vice versa, translation of English words / legal terms into Malayalam and vice versa. The minimum marks for being included in the short list is 20 marks in the Translation Test. However, if the number of candidates so qualified is disproportionately high, the number of candidates to be included in the Short List of candidates to be called for the interview will be decided by the High Court having regard to the number of vacancies notified.

10. **Validity of the ranked list:** The ranked list prepared pursuant to this notification shall remain in force for a minimum period of one year from the date on which it is brought into force and shall continue to remain in force until the publication of a fresh list or till the expiry of two years, whichever is earlier.
11. **Application fee: ₹500/-** (Rupees Five Hundred Only). For payment of fee, candidates should either use system generated Fee Payment Challan or pay online through Debit Card/ Credit Card/Net Banking by following instructions on the screen. Bank Transaction charges for Payment of application fee, if applicable, will have to be borne by the candidate.
12. **Examination Centres** :The translation test will be conducted at Ernakulam.
13. **Scribe/ Compensatory time for Differently abled candidates in written test:**
 - (I) Differently abled candidates whose writing speed is affected can avail the services of a scribe. Such candidates should indicate their intention to avail the service of scribe in their online application form. **Only those candidates who opts for scribe in the application will be allowed to use the service of scribe.**
 - (ii)The use of scribe will be governed by the guidelines prescribed by the High Court and candidates will have to produce a medical certificate and declaration at the time of test in the prescribed format available in the recruitment portal (Please see 'Downloads' link in <https://hckrecruitment.keralacourts.in> for guidelines and certificate formats). **The qualification of the scribe shall be atleast one step below the minimum qualification prescribed for the post.**
 - (iii)Differently abled candidates whether availing the facility of scribe or not, will be allowed compensatory time of 20 minutes and/or part thereof for every hour of the examination on production of Medical Certificate to the effect that the candidate has physical limitation to write. The format of medical certificate is given in the 'Downloads' link in the recruitment portal of the High Court. (<https://hckrecruitment.keralacourts.in>)
14. Candidates who wish to apply for from abroad have to forward an email detailing their location with public IP address to the email id 'recruitment,hckerala@nic.in' and they will be allowed access to the recruitment portal in order to apply for the post. Such candidates also have to inform via email after completing online application process.
15. Candidates possessing degrees which are not awarded by the Universities in Kerala should obtain certificate of recognition of their degrees from any of the Universities in Kerala and keep it with them. The certificate of recognition of the degree should be produced as and when called for, failure of which will entail cancellation of candidature.
16. Documents in original to prove age, qualifications, etc should be produced as and when called for, failure of which will entail cancellation of candidature.
17. The candidate, while applying, should ensure that he/she fulfill the eligibility and other norms

mentioned here. **The date for determining whether a candidate does possess the qualification shall be the date fixed for closure of online application process.**

18. The person appointed on contract basis will have no claim for regularization under any circumstances. Further, the selected candidates will have to execute an agreement with the High Court fixing and regulating conditions of service.
19. The candidate should ensure that the particulars furnished by him/her are correct in all respects. Anything not specifically claimed in the application against the appropriate field will not be considered at a later stage. In case it is detected at any stage of the recruitment that a candidate does not fulfill the eligibility norms and/or that he/she furnished any incorrect/false information or has suppressed any material facts, his/her candidature will stand cancelled. If suppression of material facts or furnishing of any incorrect/false information is detected even after appointment, his/her service is liable to be terminated.
20. Applications not submitted in accordance with the eligibility and other norms mentioned in this notification as well as the instructions published in the Recruitment Portal of the High Court will be summarily rejected.
21. **If candidates are found to indulge in any malpractices during the conduct of translation test or at any stage of the selection process, they are liable to be disqualified from the selection process and/or debarred by the High Court from applying for any post in the High Court either permanently or for any period as decided by the High Court.**
22. Canvassing in any form will entail cancellation of candidature.
23. High Court reserves its right to modify or cancel the notification at any stage of the selection process. Decisions of the High Court in all matters regarding eligibility, conduct of written examinations/other test/ selection would be final and binding on all candidates. No representation or correspondence will be entertained by the High Court in this regard. In the event of cancellation of notification, the remitted fee will be returned to the designated bank account.
24. **Steps for One Time Registration and submission of applications:**
 - a) Candidates must complete "One Time Registration" using "One Time Registration Login" link in the website (<https://hckrecruitment.keralacourts.in>) before applying for the post. The steps for "One Time Registration" are given in "How to apply" link in the website. Candidates shall read notification and "How to apply" carefully before submitting online application and be ready with scanned images of photograph (passport size) and signature, details of qualification, etc. **While uploading the photograph, the face and shoulder should be clearly visible with face being centrally focused and the background of the photograph should be white/light colored.**

- b) After entering the required details in “My Profile”, the candidates can apply for the post from “Apply Now” in the ‘Dashboard’ and proceed as per the instructions on the screen. Candidates must ensure that the details entered are correct by checking the preview of the application before submission of the application. Once submitted, no changes/ editing can be made in the application. No request for changes/ editing in the application form will be entertained thereafter.
- c) Payment of application fee is the last stage of the application process and the applications without completion of application fee payment process will be incomplete and will not be considered for selection process. Online and Offline payment methods are available for payment of application fee. For online payment, candidates shall follow the steps detailed for the same in “How to apply” link and ensure that the online payment is successful even though they have received message from the bank regarding successful payment of the amount. For offline payments, challan can be downloaded from the website and the timeline for offline payments is given in the notification. Copy of the paid challan shall be retained by the candidate and be produced if called for.
- d) Payment of fee by Demand Draft/ Cheque/ Money Orders/ Postal Orders etc. will not be accepted. Fee once paid will not be refunded on any account nor can it be held in reserve for any other examination except for the condition mentioned in clause 23. Candidates are instructed to refer to the Terms & Conditions and policies with respect to payment, available in the payment page of the website.
- e) Candidates shall keep a copy (soft/hard) of the Application for future reference. They need not send the printout of the online application or any other documents to the High Court.

25. **Admission Tickets/Call Letters for Test/ Interview:**

- i) The candidates should login to their profile to download the Admission Ticket/Call Letter (<https://hckrecruitment.keralacourts.in>).
- ii) The Admission Tickets for the written test/practical test will be ready for download three weeks prior to the date of the test and the Call Letters for Interview will be ready for download two weeks prior to the Interview and the candidate will be intimated through SMS/e-mail. **The candidate who attempts to appear / or appear with an edited modified format of admission ticket other than the one originally available for download will be disqualified from the selection process and/or debarred either permanently or for such period as decided by the High Court.**
- iii) If a candidate is unable to download Admission Ticket/Call Letter, he/she should contact the High Court at 0484-2562235 during office hours. In case no communication is received in the office of the High Court from the candidate regarding non-receipt of his/her Admission

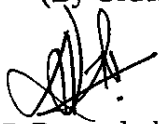
Ticket/Call Letter at least one week before the tests/Interview, as the case may be, he/she will solely be responsible for non-receipt of Admission Ticket/Call Letter. The candidates are also advised to visit the recruitment portal of the High Court (<https://hckrecruitment.keralacourts.in>) at least once in a week to know about the schedule of the test/ Interview.

- iv) The candidates should note that their admission to the tests/ interview will be purely provisional based on the information given by them in the Online Application Form. This will be subject to verification of all the eligibility conditions by the High Court.
- v) The mere fact that Admission Ticket/Call Letter has been issued to a candidate does not imply that his/her candidature has been finally cleared by the High Court or that entries made by the candidate in his/her application for the post has been accepted by the High Court as true and correct. The High Court takes up the verification of eligibility conditions of a candidate, with reference to original documents, at the time of certificate verification.

26. Important dates with regard to submission of online applications:

Date of commencement of filing of online application and remittance of application fee through online mode	17.11.2025
Date of closure of filing of online application and remittance of application fee through online mode	16.12.2025
Date of commencement of remittance of application fee through offline mode	18.12.2025
Last date for remittance of application fee through offline mode	24.12.2025

27. Candidates are advised in their own interest to submit online applications much before the closing date to avoid the possibility of inability/failure to login to the recruitment portal of High Court.
28. In case of doubts, candidate may contact at 0484 - 2562235 (Recruitment & Examination Cell, High Court) on all working days between 10 a.m. and 4.30 p.m.

(By Order)

P. Devendrakumar
Registrar (Recruitment)

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