

**OFFICE OF THE DISTRICT & SESSIONS JUDGE, GURDASPUR**

**PUBLIC NOTICE**

Applications, on the prescribed proforma given below, with complete Bio data alongwith attested copies of relevant testimonials i.e. proof of qualification, date of birth, category belongs to and two passport size photographs out of which one should be pasted on the right upper side of the application, are invited for (Twelve) 12 vacant posts of Stenographer Grade-III (Adhoc basis), upto 5.00 P.M. on 22.09.2021, as per details given below:-

Sr. No.	Name of the Posts	No. of the Posts	Pay Scale	Minimum Qualification	Age as on 01.01.2021
1.	Stenographer Grade-III (Adhoc basis)	Total=12 General= 1 SC(Mazbhi Sikh/ Balmiki)=3 SC(other)= 2 BC/OBC=2 PHC of Punjab=1 ESM(Gen)=2 ESM(SC)=1	Consolidated Salary as per Punjab Govt. letter No.7/204/2012-4FP.I/66 dated 15.01.2015 & 07/204/2012-4FPI/1049 dated 21.12.2015 and as per instructions, received from the Hon'ble High Court of Punjab & Haryana, Chandigarh for a period of six months or till recommendation for regular appointments are made, by the Hon'ble High Court, whichever is earlier.	Degree of BA/ B.Sc or equivalent thereto from a recognized University and to qualify the test at a speed of 80 wpm in English Shorthand and transcription of the same and having proficiency in operation of computer.	18 to 37 years for General Category and relaxation to reserved categories will be given as per Punjab Govt. rules.

*Ranjit Singh*

PROFORMA

OFFICE OF THE DISTRICT AND SESSIONS JUDGE, GURDASPUR

APPLICATION FOR THE POST OF \_\_\_\_\_ :

1. Name (In Block letter) \_\_\_\_\_ :

2. Father's/Husband's Name \_\_\_\_\_ :

3. Permanent Address \_\_\_\_\_ :

4. Address for Correspondence \_\_\_\_\_ :

\_\_\_\_\_ :

5. Date of Birth \_\_\_\_\_ :

6. Qualification \_\_\_\_\_ :

7. Nationality \_\_\_\_\_ :

8. Experience, if any \_\_\_\_\_ :

9. Category \_\_\_\_\_ :

10. List of document attached \_\_\_\_\_ :

11. Special aptitude, if any \_\_\_\_\_ :

12. E-mail ID \_\_\_\_\_ :

13. Telephone No. \_\_\_\_\_ :

Dated:

(Signature of applicant)

**Note:** Last date for submission of application : 22.09.2021 upto 5.00 P.M.


1. The incomplete application and those received after 5.00 PM on due date i.e. 22.09.2021 shall be rejected, without assigning any reason. This office will not be responsible for any postal delay or wrong delivery, whatsoever.
2. Before applying the post, the candidate should ensure that he/she fulfills eligibility criteria. This office shall reject the applications not fulfilling the requisite criteria at any stage of recruitment and if erroneously appointed such candidate shall be removed from the service.
3. All the candidates will appear alongwith their original testimonials in the office of undersigned on the date fixed for interview. No TA/DA will be paid to the candidate for the said purpose.
4. Number of posts, may be increased or decreased due to administrative reasons. In case of cancellation/postponement of interview due to

*Renu Anand*

- administrative reasons, this office shall not be responsible.
5. The posts of reserve category will be offered to the candidate of General category, if no suitable candidate from the reserve category is found eligible as per law whatever permissible.
  6. All candidates must mentioned their contact number and e-mail Ids in the applications.
  7. The interview/test for the post of Stenographer Grade-III (Adhoc) will be conducted in this office at 10.00 A.M. Alphabets of the first name of the candidates and date of interview/test will be as under:-

Stenographer Grade-III(Adhoc)	
A to K	27.09.2021
L to Z	28.09.2021

Proforma of application form is also available on the official website of this office i.e. <https://districts.ecourts.gov.in/gurdaspur>. The candidate will be solely responsible to appear in the interview. No separate information in this regard will be sent to the candidates.



(Ramesh Kumari)  
UID No.PB0039  
District & Sessions Judge,  
Gurdaspur.

Endst. No. 13787-92/E9 Dated 01-09-2021.

**Copy forwarded to:**

1. All the District & Sessions Judges, in the State of Punjab, with the request to obtain and send applications alongwith service record and ACRs files of retrenched/surplus employees, if any, to this office on or before 22.09.2021. They may also be directed to attend this office on the abovesaid dates for interview.
2. All the Judicial Officers of this Sessions Division for getting the same displayed on the notice board of their respective court, for information of the General Public.
3. The District Employment Generation and Training Officer, District Employment Exchange, Gurdaspur, Employment Officers of Employment Exchange at Batala, for sending the lists of eligible candidates for the abovesaid posts on or before 22.09.2021.
4. The Editor "The Nawan Zamana", Jalandhar, with the request to publish the above mentioned notice, immediately and send the copy of newspaper alongwith bill to this office at the earliest.
5. Daftri of this office with the directions to display this notice on the notice board of this Court/Office.
6. System Officer of this office to upload the same on the official website of this office.



(Ramesh Kumari)  
UID No.PB0039  
District & Sessions Judge,  
Gurdaspur.