

OFFICE OF THE DISTRICT & SESSIONS JUDGE, PATHANKOT

PUBLIC NOTICE

Applications on prescribed proforma are invited alongwith self attested copies of testimonials and two recent passport size photographs duly signed by candidate with complete bio-data up to **10th June, 2024** by **05:00 PM** for filling up the following vacant posts of Clerks on ad-hoc basis. The qualification and other criteria to fill up these posts are as under :

Post	No. of Posts	Pay Scale	Essential Qualification	Age
Clerks (On Adhoc Basis)	Total = 22 General: 10 BC: 01 SC: 05 ESM: 03 SC(ESM): 01 Sportsman: 01 Handicapped: 01	Fixed monthly emoluments of Rs. 14,237/- (Being minimum wages) as per Punjab Government Letter No.7/204/2012-4FPI/66 dated 15.01.2015, further revised vide Punjab Govt. letter No. 7/204/2012-4FPI/1049 dated 21.12.2015 or as admissible from time to time.	Candidates must have possessed a Degree of BA/B.Sc or equivalent thereto from a recognized University with Punjabi as one of the subjects in Matriculation with proficiency in Computer. The candidate should have proficiency in operation of computer.	The candidate should be between 18 to 37 years of age as on 01.01.2024 for General Category. The relaxation of age will be given to the candidates belonging to reserve category, as per instructions of the Hon'ble High Court as well as Punjab Govt.

PROFORMA

APPLICATION FOR THE POST OF CLERK (ON ADHOC BASIS)

1. NAME : _____
(To be filled in Capital Letters)
2. FATHER'S/HUSBAND'S NAME : _____
(To be filled in Capital Letters)
3. DATE OF BIRTH (Attach Proof) : _____
4. AGE AS ON 01.01.2024 : _____ YEARS _____ MONTHS _____ DAYS

Affix Recent
Passport
Size Photograph

5. EDUCATIONAL QUALIFICATION : _____
(Attach Proof)
6. CATEGORY (Attach Proof) : _____
(General/SC/BC/OBC/ESM etc.)
7. PERMANENT ADDRESS : _____
9. CORRESPONDENCE ADDRESS : _____
10. NATIONALITY : _____
11. EXPERIENCE, if any : _____
12. TELEPHONE/MOBILE NO. : _____
13. WHETHER ANY FIR/CRIMINAL CASE IS/WAS PENDING OR REGISTERED OR CONVICTED IN ANY CRIMINAL CASE. : _____

Dated:

(Signature of applicant)

NOTE/INSTRUCTIONS:

1. Posts shall be filled up on the basis of the following qualifying criteria:

A :- Written Test

Sr. No.	Subject	Max. Marks	Qualifying Marks
01	English Composition	25 Marks	33%
02	Punjabi	25 Marks	33%
03	General Knowledge	50 Marks	33%

B :- From the candidates satisfying the requisite criteria, the shortlist of candidates having more merit, shall be prepared and called for Computer Proficiency Test.

2. Venue and schedule of test/interview shall be notified on or after 10.06.2024 on the website of this office i.e. <https://pathankot.dcourts.gov.in/notice-category/recruitments/> from time to time. No separate information/letter will be issued for the same, as such the candidates are requested to check the website of this office in routine for further information.

3. The incomplete applications and applications received after 05:00 PM either by post on due date i.e. 10.06.2024 shall be rejected, without assigning any reason. This office shall not be responsible for any postal delay or wrong delivery, whatsoever.
4. Number of abovesaid posts may increase or decrease on both sides.
5. If no suitable candidate is available for the reserved category posts, then the reserved post will be filled up from amongst General Category candidates.
6. In case of cancellation/postponement of test/interview for the aforesaid posts, due to administrative reasons, this office shall not be responsible.
7. Merely satisfying the eligibility criteria do not entitle any candidate to be selected. This office reserve the right to alter/modify or change any of the terms and conditions including selection criteria etc. spelt out in the advertisement.
8. Candidate belonging to reserve category will have to attach a copy of certificate issued by the authorities concerned alongwith the application failing which his/her application shall be treated in General Category.
9. The application form should be addressed to the office of the District and Sessions Judge, Pathankot. The **“Application Form”** is also available on the website of this office.
10. No T.A/D.A will be given to the candidate appearing for the test/interview.
11. The candidates are requested to visit/check official website of this Sessions Division time to time for updation in this regard.


District & Sessions Judge,
Pathankot. ^(u)

Endst. No. 2227 Dated 14-05-2024

Copy forwarded to :-

1. The Registrar General, Hon'ble Punjab and Haryana High Court, Chandigarh for information.
2. All the District & Sessions Judges through E-mail in the State of Punjab, with the request to obtain and send applications alongwith service record of retrenched/surplus employees, if any, to this office on or before 10.06.2024 and to display the notice on the Notice Board.

3. All the Judicial Officers in this Sessions Division for getting the same displayed on the Notice Boards of their respective Courts.
4. The District Employment Generation and Training Officer, Employment Exchange, Pathankot for sending the lists of eligible candidates for the abovesaid posts on or before 10.06.2024.
5. To the Manager, Daily Charhdikala, Patiala, to publish the above mentioned Public Appointment Notice in the newspaper on 18.05.2024 and send the copy of the Newspaper alongwith bill to this office at the earliest.
6. Dealing official of this office with the direction to display this notice on the notice board of this Court/office.



**District & Sessions Judge,
Pathankot.**