

OFFICE OF THE DISTRICT & SESSIONS JUDGE, PATHANKOT

PUBLIC NOTICE

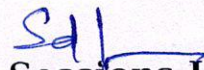
Applications are invited from the eligible candidates on the prescribed proforma alongwith self attested copies of testimonials and two recent passport size photographs duly signed by candidate with complete bio-data up to 25.02.2026 by 05:00 PM for filling up the 09 vacant posts of Stenographer Grade-III on adhoc basis, initially for a period of six months or till the regular appointment is made by the Hon'ble High Court, on the consolidated monthly salary. The qualification and other criteria to fill up these posts are as under :-

Post	No. of Posts	Pay Scale	Essential Qualification	Age
Stenographer Grade-III (On Adhoc Basis)	Total - 09 General - 01 General (EWS Women) -01 BC (Women)- 01 SC- 01 SC (Women)- 02 ESM- 01 ESM (Women)-01 Handicapped-01 (Lower Limb)	Fixed monthly emoluments amounting Rs.29,200/- in the light of letter No. Home-JD-0MISC/54/2023/2JUD11/926404/2024 dated 12.09.2024 of the Department of Home Affairs and Justice, Government of Punjab conveyed by the Letter No.1230Spl./E.II/VII.B.4(Pb.)7-E dated 03.12.2024 of the Hon'ble Punjab and Haryana High Court, Chandigarh, subject to any further revision and as per latest instructions/clarifications received from the Government of Punjab and Hon'ble Punjab and Haryana High Court, Chandigarh.	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. The Candidate will have to qualify the test of taking dictation in English Shorthand at the speed of 80 W.P.M. and transcribe the same on computer typing at the speed of 20 W.P.M., having proficiency in the operation of computer.	The candidate should be between 18 to 37 years of age as on 01.01.2026 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.

NOTE/INSTRUCTIONS :-

1. The venue and schedule of test will be uploaded on the official website in due course i.e. "<https://pathankot.dcourts.gov.in/notice-category/recruitments/>". No separate/individual information will be given to any candidate by this office.

2. Application sent by post in an envelope must be subscribed "**Application for the post of Stenographer Grade-III on Adhoc basis**". The application form should be addressed to **the office of the District and Sessions Judge, Pathankot**. "Application Form" is also available on the website of this office.
3. Applications received after 05:00 PM on due date i.e. 25.02.2026 will not be entertained thereafter and be rejected, without assigning any reason. This office will not be responsible for any postal delay or wrong delivery.
4. The form which are wrongly filled up or having incomplete information shall be summarily rejected. No correspondence in this regard will be made by this office.
5. Before applying the post, the candidate should ensure that he/she fulfills eligibility criteria. This office will 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 immediately.
6. Candidates who belong to reserved category will have to attach a copy of certificate issued by the authority concerned along-with application, otherwise he/she will be considered in General Category.
7. In case no candidate of reserved category is available or found eligible, appointment will be made from General category.
8. All the candidates must bring their original testimonials, photo, and identity proof with the on the date of test. No TA/DA will be paid to the candidates appearing for he test.
9. Number of above said posts can be increased or decreased by this office without giving any prior intimation to the candidates. In case of any Administrative reason arising later on, the recruitment for the aforesaid posts can be cancelled/postponed and this office will not be responsible for the same. However, notice in this regard will be notified on official website of this office "**<https://pathankot.dcourts.gov.in/notice-category/recruitments/>**".
10. Merely satisfying the eligibility criteria does not entitle any candidate to be selected. This office reserves the right to alter/modify or change any of the terms and conditions including selection criteria etc. spelt out in the advertisement.
11. Date of test for the post of Stenographer Grade-III on adhoc basis will be notified later on, on the website of this office i.e. "**<https://pathankot.dcourts.gov.in/notice-category/recruitments/>**". No separate letter will be issued for the same, as such the candidates are advised to check the website in routine for further information.

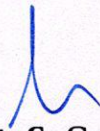


**District & Sessions Judge,
Pathankot.**

OFFICE OF THE DISTRICT AND SESSIONS JUDGE, PATHANKOT

Endst. No. 628 Dated 10/02/2026

Copy forwarded to :-

1. 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 25.02.2026 and to display the notice on the Notice Board.
2. All the Judicial Officers in this Sessions Division for getting the same displayed on the Notice Boards of their respective Courts.
3. The District Employment Generation and Training Officer, Employment Exchange, Pathankot for sending the lists of eligible candidates for the abovesaid posts on or before 25.02.2026.
4. The Manager, Daily Charhdikala, Patiala, to publish the above mentioned Public Appointment Notice in the newspaper on 11.02.2026 and send the copy of the Newspaper alongwith bill to this office at the earliest.
5. Dealing official of this office with the direction to display this notice on the notice board of this Court/office.


**District & Sessions Judge,
Pathankot.** 

OFFICE OF THE DISTRICT AND SESSIONS JUDGE, PATHANKOT
APPLICATION FOR THE POST OF STENOGRAPHER GRADE-III(ON ADHOC BASIS).

1. Name **(in Capital Letters)** _____
2. Father's/Husband's Name **(in Capital Letters)** _____
3. Date of Birth **(Attach Proof)** _____
4. Age as on 01.01.2026 _____ **Day** _____ **Month** _____ **Years**
5. Category **(Attach Proof for reserved category)** _____
6. Nationality _____
7. Communication Address _____

8. Contact No. **(Mandatory)** _____
9. Whether any FIR/Criminal case is/was pending or registered or convicted in any criminal case _____
10. Whether passed Matriculation Examination with Punjabi as one of the subject **(Yes/No)** _____
12. Experience (Attach experience Certificate) _____

Affix Recent
Self Attested
Passport
Size Photograph

13. **Educational Qualification**

Name of Examination	Board/ University/ Equivalent Institution	Year of Passing	Marks secured	Total Marks	% age of marks
10 th class					
12 th Class					
Graduation					
Post-Graduation					
Other Qualification					

14. **Experience of Judicial Department**

Name of the Sessions Division	Post held	Period of Service*	
		From	To

***Attach Experience Certificate from the concerned Sessions Division.**

Declaration :-

I have read the terms and conditions of the Advertisement and agree to the same. I hereby certified that the above said particulars are correct and true to the best of my knowledge and nothing have been concealed therein and in case found false, my candidature will be liable to be rejected. I further certify that the attested copies of the certificates/documents attached with the application are correct and true copies.

Place _____

Dated _____

(Signature of applicant)

LIST OF DOCUMENTS TO BE ATTACHED :-

1. Proof of Date of Birth.
2. Certificate of All the Educational Certificates.
3. Caste/Category Certificate or any other certificate for which he is seeking age relaxation.
4. Experience Certificate, if any.
5. Aadhar Card and two Identical photographs (paste one Recent Passport size photograph and attached another with the Application).