

OFFICE OF THE DISTRICT & SESSIONS JUDGE,
SHAHEED BHAGAT SINGH NAGAR.

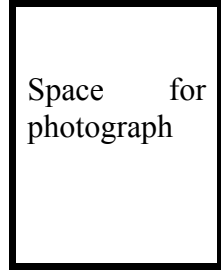
PUBLIC APPOINTMENT NOTICE

Applications on prescribed proforma are invited along with self attested copies of testimonials and two recent passport size photographs duly signed by the candidate with complete bio-data for filling up **Nine (09) vacant posts of Clerks on adhoc basis** for a period of six months or till regular appointments are made by Hon'ble High Court, whichever is earlier, **upto 20.08.2024 by 5.00 P.M.**

Post	No. of posts	Pay Scale	Qualification	Age limit (Age as on 01.08.2024)
Clerks (On adhoc basis for a period of six months or till regular appointments are made by Hon'ble High Court, whichever is earlier.	Total: 09 General: 05 PHC of Punjab: 01 ESM of Punjab (Gen.): 01 ESM of Punjab (SC): 01 ESM of Punjab (BC/OBC): 01	Monthly salary will be paid as per rate fixed by the Deputy Commissioner, SBS Nagar from time to time, as per latest instructions/clarifications received from Government of Punjab and the Hon'ble High Court of Punjab & Haryana, Chandigarh.	1. The Candidate must have possessed a Degree of B.A./B.Sc or equivalent thereto from a recognised University. 2. The candidate should have passed Punjabi language as a subject in Matriculation examination. 3. The candidate should have proficiency in operation of computer.	18 to 37 years with the relaxation in age to the reserved categories as per rules.

PROFORMA

APPLICATION FOR THE POST OF **CLERK (ON ADHOC BASIS)**



1. Name (In Block letter) : _____
2. Father's/Husband Name : _____
3. Date of birth (Attach Proof) : _____
4. Age as on 01.08.2024 : _____
5. Education Qualification : _____
(Attach proof)

Name of the Examination	Board/University	Year of Passing	Marks (Secured/Total)	Percentage
Matric				
Graduation				

6. Category (Attach Proof) : _____
7. Permanenet Address : _____

8. Correspondencne Address : _____

9. Nationality : _____
10. Experience, if any : _____
11. Telephone/Mobile No. : _____
12. E-mail I.d. : _____
13. Whether any FIR/ CrI. Case is/was pending or registered against you. : _____

Declaration:-

I have read the terms and conditions of the advertisement and agree to the same. I hereby certify that the above said particulars are correct and true to the best of my knowledge and nothing has been concealed

therein and in case anything found false, my candidature may be rejected. I further certify that the attested copies of the certificates/documents attached with the application are correct and true copies.

Date: _____

(Signature of applicant)

NOTE/INSTRUCTIONS

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

A:- Written Test

Sr. No.	Subject	Maximum Marks	Duration	Qualifying Marks
01	English Composition	50 Marks	2 hours	33% marks in each subject, but no candidate shall be considered for appointment unless he/she obtains 40% marks in the aggregate of both subjects.
02	General Knowledge	50 Marks		

B:- Out of the candidates who qualify the written test, ten times of advertised posts shall be called for Computer Proficiency Test/Computer Typing test in English at the speed of 30 W.P.M.

2. The Venue and schedule of test/interview shall be notified on the website of this office i.e <https://districts.ecourts.gov.in/nawanshahr>. **No separate information /letter will be issued for the same, as such the candidates are requested to check the website of this office regularly for updates.**

3. The incomplete applications and those received after 05:00 P.M. either by post on due date i.e 20.08.2024 shall be rejected, without assigning any reason. This office will not be responsible for any postal delay or wrong delivery, whatsoever.

4. No TA/DA will be paid to the candidates appearing for the Test/interview.

5. Before applying for the post, the candidate should ensure that he/she fulfills eligibility criteria. This office shall reject the applications of candidates who are not fulfilling the requisite criteria at any stage of recruitment and if erroneously appointed such candidate shall be removed from the service.

6. Number of above said posts may be increased or decreased due to administrative exigency. In case of cancellation/postponment of test due to administrative reasons, this office will not be responsible.

7. The posts of reserved category will be offered to the candidate of General category, if no suitable candidate from the reserve category is found eligible as per rules, wherever permissible.

8. All candidates must mention their **contact number and e-mail Id's** in the applications.

-Sd/-

(Priya Sood)
District & Sessions Judge,
Shaheed Bhagat Singh Nagar.

Endst. No.4550-53 DSJ-53 Dated, SBS Nagar, the 03 August, 2024.

Copy forwarded to :-

1. The Registrar General, Hon'ble Punjab & Haryana High Court w.r.t. letter No. 16046/E.II/VII.B.4(Pb)7-E Dated 14.06.2024 for information, please.
2. All the District & Sessions Judges in the State of Punjab, through e-mail with the request to obtain and send the applications along with service record and ACRs files of retrenched/surplus officials, if any to this office on or before 20.08.2024.
3. All the Judicial Officers in this Sessions Division to get the notice displayed on the Notice Board of their respective Court.
4. The District Employment Exchange, SBS Nagar for information and with the request to send the names of eligible candidates to this office till 20.08.2024 upto 05.00 P.M.
5. Daftri of this office with the direction to display this notice on the notice board of this Court.
6. System Officer/System Assistant of this office to upload the same on the official website of this office.

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-Sd-
(Priya Sood)
District & Sessions Judge,
Shaheed Bhagat Singh Nagar.