

OFFICE OF THE DISTRICT & SESSIONS JUDGE, FAZILKA.

PUBLIC NOTICE

Applications of the eligible candidates on prescribed proforma, given below, with complete Bio-data along with self attested copies of relevant testimonials i.e. proof of qualification, date of birth, category belongs to, two passport size photographs out of which one should be pasted on the right upper side of the prescribed proforma, are invited to filling up Three (03) posts of Stenographers Grade-III (Adhoc basis), upto 05:00 PM. on 14.03.2024 as per detail given below for a period of six months or till the regular appointment are made by the Hon'ble High Court, Chandigarh, whichever is the earlier :-

Sr. No	Name of the Post	Number of Posts	Pay Scale	Minimum Qualification	Age on 01.01.2024
1	Stenographers Grade-III (Adhoc basis)	Total= 03 SC (Mazbi Sikh/ Balmiki) = 01 SC (other) = 01 Ex-Serviceman (General) = 01	At the rates fixed by Deputy Commissioner Fazilka from time to time or any further revision as per instruction/ clarification received from the Hon'ble High Court as well as Government of Punjab from time to time.	Degree of BA/B.Sc or equivalent thereto from a recognized University and to qualify the test at a speed of 80 W.P.M. in English shorthand and 20 W.P.M. in transcription of the same and having proficiency in operation of computers.	18 to 37 years as on 01.01.2024 with the relaxation to reserved categories will be given as per Punjab Government rules.

(PROFORMA)

OFFICE OF THE DISTRICT & SESSIONS JUDGE, FAZILKA

APPLICATION FOR THE POST OF STENOGRAPHER GRADE-III (ADHOC BASIS)

1. Name (In Block Letters) : _____
2. Father's /Husband's Name : _____
3. Permanent Address : _____
4. Address of Correspondence : _____
5. Date of Birth : _____
6. Qualification : _____
7. Nationality : _____
8. Experience, if any : _____
9. Category : _____
10. List of documents attached : _____
11. Special aptitude, if any : _____
12. E-mail : _____
13. Telephone No. : _____

Declaration by Candidate

I hereby declare that the information given above has been filled by me and is correct to the best of my knowledge.

(Signature of Candidate)

NOTE:

1. **Last date of submission of application is 14.03.2024 upto 05:00 P.M.**
2. The incomplete application and those received after 05:00 P.M. on due date i.e. 14.03.2024 shall be rejected, without assigning any reason. This office will not be responsible for any postal delay or wrong delivery whatsoever.
3. Before applying for 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.
4. All the candidates will appear along with their original testimonials in the office of undersigned on the date fixed for test/interview. No TA/DA will be paid to the candidates for the said purpose.
5. Number of Posts, may be increased or decreased due to administrative reasons. In the case of cancellation/postpone of test/interview due to administrative reasons, this office shall not be responsible.
6. Merely satisfying the eligibility criteria does not entitle the candidate to be selected. This office reserves the right to alter/modify or change any of the term and condition including selection criteria etc. Spell out in the advertisement.
7. The post of reserve category will be offered to the candidate of General category, if no suitable candidate from the reserved category found eligible, as per law, whatever permissible.
8. All applicants must mention contact number and e-mail ID in the application form.
9. The test/interview for the post of Stenographers Grade-III (Adhoc) will be conducted in this office at 10:00 A.M as per schedule mentioned below:-

Candidates whose name start with alphabet	Date of test/interview
A to M	05.04.2024
N to Z	06.04.2024

10. **All the candidates are advised to regularly check the official website of this office i.e. "<https://fazilka.dcourts.gov.in/>", for any updation/modification. No separate information in this regard will be sent to the candidates.**

Sd/-

(Jatinder Kaur),
District & Sessions Judge,
Fazilka.

Endst.No.1876/EB

Dated : 28.02.2024.

Copy forwarded to:-

1. All the District & Sessions Judges in the State of Punjab with the request to arrange to get the Public Notice, displayed on the notice board of their respective Sessions Divisions;
2. The District Employment Generation and Training Officer, Fazilka, for sending the list of eligible candidates to this office on or before 14.03.2024;
3. All the Judicial Officers posted in Fazilka Sessions Division to get the notice displayed on the notice board of their respective courts and copy be also given to Daftri of this office for similar compliance;
4. The Manager, "Daily Charhdikala" Newspaper, Patiala, for publishing this Public notice in the newspaper on 29.02.2024;
5. System Officer/System Assistant of this office to upload the same on the official website of this office.

Sd/-

(Jatinder Kaur),
District & Sessions Judge,
Fazilka.