OFFICE OF THE DISTRICT & SESSIONS JUDGE, GURDASPUR

PUBLIC NOTICE

Applications on the prescribed proforma given below with complete Bio data alongwith self attested copies of relevant testimonials i.e. proof of qualification, date of birth, category and two passport size photographs out of which one should be pasted on the right upper side of the application, are invited for 16 (sixteen) posts of Stenographers 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, Chandigarh, whichever is earlier, upto **05:00 P.M. on 18.09.2025** as per detail given below :-

Sr. No.	Name of the Post	Number of Post	Pay Scale	Minimum Qualification	Age as on 30.06.2025
1.	Stenographer Grade - III **(Adhoc basis)**	**TOTAL = 16** General = 03 EWS (General) = 01 EWS (General) Women = 01 SC (Mazbi Sikh) = 01 SC (Others) = 01 SC (Mazbi Sikh) Women =01 SC (Others) Women = 01 BC = 02 BC Women = 01 ESM (General) = 01 ESM (SC) = 01 ESM (General) Women = 01 PwBD (Person with Bench Mark disability) = 01	Consolidated salary amounting to Rs. 29200/- in view of the instructions issued by the Hon'ble Punjab and Haryana High Court Chandigarh, vide letter No. 1230Spl/E.II/VII. B.4(Pb.)7-E dated 03.12.2024.	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 computer.	18 to 37 years for General Category and relaxation to reserved categories will be given as per Punjab Government rules.

PROFORMA
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 **18.09.2025 upto 5:00 P.M.**
2. The incomplete application and those received after 05:00 PM on due date i.e. 18.09.2025 shall be rejected, without assigning any reason. This office will not be responsible for any postal delay or wrong delivery, whatsoever.
3. 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.
4. All the candidates will appear alongwith 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 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. spelt 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 categories found eligible, as per law, whatever permissible.
8. All applicants must mention contact number and Email ID in the application form.
9. The test/interview for the post of Stenographer Grade -III (Adhoc) will be conducted in this office at 10:00 AM. as per schedule mentioned below :-

Candidates whose name start with alphabet	Date of test/interview
A to H	23.09.2025
I to Q	24.09.2025
R to Z	25.09.2025

The Nodal Official/System Assistant, of this office to upload the same on the official website of this office.

No 210 15/ E9 Dated 03-09-2025

District & Sessions Judge
Gurdaspur

OFFICE OF THE DISTRICT & SESSIONS JUDGE, GURDASPUR

PUBLIC NOTICE

Applications, on the prescribed proforma are invited for filling up of 18 posts of Stenographers 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, Chandigarh, whichever is earlier on the consolidated salary amounting to Rs. 29200/- in view of the instructions issued by the Hon'ble Punjab and Haryana High Court Chandigarh, vide letter No. 1224Spl/E.II/VII.B.4(Pb.)7-E dated 27.08.2025, subject to any further revision as per latest instructions/Clarifications received from Government of Punjab and duly adopted by Hon'ble Punjab and Haryana High Court, Chandigarh. The applications on prescribed proforma duly sealed in the envelope on which it be inscribed "Application for the post of Stenographer Grade-III (Adhoc Basis)" shall reach the below mentioned address by **18.09.2025 before 05:00 p.m.**

"Office of the District & Sessions Judge, Gurdaspur,
Judicial Court Complex, Gurdaspur"

With regard to the details of these posts e.g. educational qualification, age limit, category of posts, date of interview, selection criteria, Proforma of application form etc., as mentioned in the separate Employment notice are available on the official website https://districts.ecourts.gov.in/gurdaspur. The candidate will solely be responsible to appear in the test/interview. No Separate information in this regard will be sent to the candidates.

District & Sessions Judge
Gurdaspur

Endst No. 2106-21/E9 **Dated** 03-09-2025

Copy forwarded to :-

1. All the District and Sessions Judges, in the State of Punjab, for information with a request to get this notice displayed on the notice boards of their respective Sessions Divisions.
2. All the Judicial Officers of this Sessions Division for getting the same displayed on the notice board of their respective Courts, for information of the General public.
3. The Editor "The Tribune" with the request to publish the above mentioned notice and send the copy of newspaper alongwith bill to this office at the earliest.
4. The District Employment Generation and Training Officer, District Employment Exchange, Gurdaspur and Employment Officer, Employment Exchange, Batala for sending the lists of eligible candidates for the above said posts on or before 18.09.2025.
5. The Nodal Official/System Assistant, of this office to upload the same on the official website of this office.
6. Daftri of this office, with the direction to display this notice on the notice board of this Court/Office.

District & Sessions Judge
Gurdaspur