Office of the Principal District & Sessions Judge, Sheikhpura

Advertisement Notice No.01/2026

(Advertisement notice inviting applications for engagement of dedicated supportive staff in the evening Court of Sheikhpura Judgeship)

Applications are hereby invited from eligible retired Civil Court employees for engagement as supportive staff in the Evening Court, Civil Court, Sheikhpura on contractual nature, against the following categories of Posts: -

SI. NO.	Name of the post	No. of the Post
1.	Stenographer	01
2.	Clerk	01
3.	Peon/Orderly	01

1. **Eligibility Criteria: -**

(i) The applicant must be a retired Civil Court employee.

(ii) Only those retired Civil Court employees who have retired within the preceding three years, prior to the period when the selection is being made for such evening courts or as per the guidelines issued by the Hon'ble High Court of Judicature at Patna and Ministry of Law and Justice, Government of India.

(iii) The applicant must be physically and mentally fit to discharge the duties assigned to the respective post.

(iv) The applicant must possess satisfactory service records and subject to the following conditions: -

(a) Who is facing any vigilance case.

(b) Against whom any departmental proceedings are pending.

(c) Against whom any serious charges are pending.

(d) Against whom any criminal case of any kind is registered.

(e) Against whom any major punishment has been awarded during the service period.

(v) For the post of stenographer, the applicant must have the requisite experience and proficiency in short hand and typing in Hindi or English as the case may be.

(vi) For the post of Clerk, the applicant must have adequate knowledge and experience of Clerical work done in Civil Court of both posts i.e Office Clerk and Bench Clerk.

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(vii) For the post of peon/orderly, the applicant must be capable of performing the duties attached to the post and experience of working as Office Attendant and Orderly.

2. Terms and Conditions: -

(i) The engagement shall be purely on contractual basis in nature for the above evening court and engagement of retired staffs can be terminated at any time on the found of non-satisfactory performance.

(ii) The period of engagement, remuneration and other conditions shall be governed by the applicable rules, guidelines and orders of the competent authority.

(iii) The engagement shall not confer any right to claim regular appointment or continuation in service.

(iv) The selected candidates shall be required to perform their duties for a minimum period of 05 hours on each working days as prescribed for evening court.

(v) The competent authority reserves the right to cancel or modify the advertisement or selection process without any reason.

(vi) The decision of the competent authority regarding selection and engagement shall be final, subject to applicable rules and directions.

The applicant must submit the following documents along with their respective willingness: -

(i) Copy of Pension Payment Order.

(ii) Copy of Aadhar Card

(iii) Copy of PAN Card.

(iv) An undertaking regarding details of Departmental proceeding pending/disposal, if any.

The applications along with all relevant documents as mentioned above must reach to the Office of the Principal District & Sessions Judge, Sheikhupura latest by 21.12.2026 till 05:00 P.M through registered post or personally.

Judge I/C (Administration), Civil Court, Sheikhpura is hereby directed to publish this notice of advertisement on the Notice Board of Civil Court, Sheikhpura.

The System Officer, Civil Court, Sheikhpura is hereby directed to upload this advertisement of Notice on the website of Civil Court, Sheikhpura for its wide circulation.

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Further, The System Officer, Civil Court, Sheikhpura is hereby directed to circulate this advertisement to all Principal District & Sessions Judges through e-mail for information and its wide circulation.

Santosh 21/11/2026

(Santosh Kumar Tiwary)

Principal District and Sessions Judge,

Sheikhpura

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Copy forwarded to all the Principal District & Sessions Judge of Bihar with a request to publish this notice on Notice Board of their respective Judgeship and District Magistrate, Sheikhpura for uploading the same in the website of District and publish this on Notice Board of the District.

Santosh 21/11/2026

(Santosh Kumar Tiwary)

Principal District and Sessions Judge,

Sheikhpura

21-11-2026