

OFFICE OF THE DISTRICT JUDGE, ALIPURDUAR.  
(ENGLISH DEPARTMENT)

**Employment Notification No. 01**

**Dated, Alipurduar the 6<sup>th</sup> July, 2024**

**NOTICE**

It is hereby informed for all concerned that applications are invited for making a panel of retired Govt. Employees for re-employment on contract basis to the post of 1(one) English Stenographer for the Additional District & Sessions Judge, 1st Fast Track Court of this Judgeship as per G.O. No. 6716-J/JD/P/1B-126/2001 dated 14.09.2001. The willing retired Government employees (within 62 years of age) may submit their testimonials along with their applications in prescribed format and requisite documents viz. Age proof, P.P.O, Medical Certificate of his/her fitness. Last Pay Drawn(Pay+Dearness) etc. On or before 25.07.2024.

In this context, this is for general information to all that in view of the Judicial Department's Notification No. 2651(5) dated 25.04.2012 the retired Govt. Employees be selected shall not be retained on the re-employment beyond the age of 62 years.

**Qualification required:**

**For English Stenographer:** Minimum Madhyamik or its equivalent passed, Shorthand Certificate, Computer Knowledge in operation is must. Stenography speed 80 w.p.m and typing speed 35 w.p.m.

**Pay:-**

Last Salary drawn( Pay + Dearness Allowance) Minus( Pension+ Relief on Pension on the date of contract). There will be no annual increment.

Application are to be received on or before 25.07.2024(only in working days) through speed post in the address with the heading " Application for the post of English Stenographer in the Fast Track Court" to " The Ld. District Judge, Alipurduar pin-7361222.

**Date of Interview:-29.07.2024 at 4.30 PM at the Office of the District Judge, Alipurduar.**

Shortlisted list of candiatges will be published in two days before the date of interview. For further details, may follow the notice board at District Judge's Court, Alipurduar and official website of the " District Judge, Alipurduar."

System Assistant is directed to publish the same in the Judicial website of Alipurduar Judgeship.

Inform all concerned accordingly.

Sd/-  
District Judge,  
Alipurduar

Application Format.

Affix one recent  
Passport size  
Photograph duly  
signed by the  
Applicant.

Name of the post Applied for.....

1. Full Name( IN CAPITAL LETTERS).....

2. Father's Name.....

3. Date of Birth(dd/mm/yyyy).....

4. Age as on 01.07.2024.....

5. Sex.....

6. Nationality.....

7. Present Address.....

8. Permanent Address.....

9. Educational Qualification.....

10. Date of retirement.....

11. Medical fitness certificate( must be from Regd. Medical Practitioner).....

12. Computer knowledge( Yes/No) if Yes certificate from a Regd. Institution is mandatory.

13. Mobile No. email id.....

Declaration

I, do hereby declare that all the statements made in this application are true and correct to the best of my knowledge and my candidature is liable to be cancelled, if any information supplied by me is found false or incorrect.

Date:  
Place:

Signature of the Candidate.