OFFICE OF THE DISTRICT JUDGE, PASCHIM BARDHAMAN

ENGLISH DEPARTMENT, ASANSOL-713304

Employment Notification No. 03 dated- Asansol, the 05th day of December, 2025.

Applications are invited from the willing and eligible retired Government Employees (Indian Citizens) who are physically fit and mentally alert for filling up the below mentioned 01 vacancy of Bench Clerk (Peshkar) in the different Additional District Judge, Fast Track Courts under the Judgeship of Paschim Bardhaman purely on contractual basis for one (01) year and such contractual service may be extended till the age of 62 years of the incumbent (as per existing Government order) after evaluation of performance. Preference will be given to the candidate who has experience in running day to day proceedings of a Court. This recruitment/engagement shall abide by the final result of the W.P.A No. 16317 of 2024 pending before the Hon'ble High Court, Calcutta.

Details of the post:-

Name of the Post	No. of Vacancy
Peshkar (Bench Clerk)	01

Age limit of the applicant :- Less than 62 years as on 1st day of January, 2025

Qualification of the applicant :

Minimum Madhyamik (Secondary), knowledge in Bengali and English language and knowledge in Computer operation is must for the post of **Peshkar (Bench Clerk)**.

Selection Procedure:-

Interview with document verification, followed by Computer test for the post of Peshkar (Bench Clerk).

Pay structure:- Last Pay drawn (Pay + Dearness Allowance) at the time of retirement- Minus- Pension + Relief on pension on the date of contract in view of Notification No. 6716-J/JD/P/1B-126/2001, Dated- 14.09.2001 of the Judicial Department, Government of West Bengal. There will be no annual increment.

District Judge, Paschim Bardhaman
-cum-
Chairman, District Recruitment Committee 05/12/2025
Paschim Bardhaman, Asansol

Last date of submission of Application in prescribed format:- 05th day of January, 2026 by 04.00 P.M along with photo copies of relevant documents as regards qualification, experience, age, P.P.O and medical certificate of fitness.

Publication of the names of Eligible Candidates to attend Interview:- To be published in the website : https://paschimbardhaman.dcourts.gov.in/ for all further communication and information regarding the recruitment process/Notification/Dates etc.

Application in closed envelope is to be addressed to the "The District Judge, Paschim Bardhaman, Asansol, Pin – 713304" and the application in closed envelope may be sent either by Speed post to the office of the District Judge, Paschim Bardhaman at Asansol or may be dropped in the drop box, which is placed in the opposite of the office of the Nezarath Department, District Judge's Court building, Paschim Bardhaman at Asansol. "**Application For the post of Peshkar (Bench Clerk) in the Fast Track Courts, Paschim Bardhaman"** must be mentioned on the envelope.

Any personal communication is strictly prohibited.

No application shall be considered which will be received after expiry of last date for submission.

Tentative date of Interview: - Date will be published on the website after completion of scrutiny of applications and documents.

District Judge, Paschim Bardhaman 05/12/2025
---- Cum ----
Chairman, District Recruitment Committee
Paschim Bardhaman.

District Judge, Paschim Bardhaman
-cum-
Chairman, District Recruitment Committee
Paschim Bardhaman, Asansol

APPLICATION FORMAT

Affix a current Passport size photograph

Name of the post applied for : .....

1. Name (in capital letters) : .....
2. Father's Name : .....
3. Present Address: .....
4. Permanent Address : .....
5. Date of Birth : .....
6. Age (as on 01.01.2025) :.....
7. Educational Qualification : .....
8. Experience : .....
9. Nationality : .....
10. Sex : .....
11. Date of retirement :.....
12. Medical fitness certificate : .....
    (Must be from a Regd. Medical Practitioner)
13. Certificate as to Extracurricular Activities, if any : .....
14. Mobile No. & email id of the candidate : .....
15. Details as regards knowledge in computer operation: .....
16. Languages known : .....

-: Declaration :-

I, 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.

Signature of the candidate

*N.B :- Applicants are directed to submit only the self attested supportive documents as asked for and also his/her recent fitness certificate, issued by a Registered Medical Practitioner.