

**OFFICE OF THE DISTRICT & SESSIONS JUDGE,
SOUTH 24-PARGANAS**

18, Judges Court Road, Alipore, Kolkata – 700027

Employment Notification No. 1

Dated: 14th day of March 2024

Applications are invited from the willing and eligible retired Government Employees who are physically fit and mentally alert for filling up the following vacancies in the Fast Track Courts under the Judgeship of South 24-Parganas purely on contractual basis for a period of one year subject to the approval of the Government as per the provisions made in Judicial Department No- 6716-J dated 14-09-2001 and No- 10408(17)-J dated 27-11-2001. Engagement of retired employees shall not exceed 65 years of age in terms of F.D. Memo No.-6093-F(P) dated 25-11-2016.

Name and number of vacant Posts:

Sl. No.	Name of the Post	Number of vacancy
1	English Steno-Typist	09 (Nine)
2	Bench Clerk (Peshkar)	08 (Eight)
3	Peon	01 (One)

Eligibility Criteria:

For English Steno-Typist — Minimum Madhyamik or it's equivalent, English Shorthand speed 80 w.p.m. & Typing speed 40 w.p.m. having knowledge of Computer operation. A candidate having knowledge of Court proceeding shall be given preference at the appropriate stage of this recruitment process.

For Bench Clerk (Peshkar) — Minimum Madhyamik or it's equivalent, having Knowledge in Computer Operation. A candidate having knowledge of Court proceeding shall be given preference at the appropriate stage of this recruitment process.

For Peon — Minimum Class VIII pass. A candidate having knowledge of Court proceeding shall be given preference at the appropriate stage of this recruitment process.

Age for all the categories of posts:

Not more than 64 years as on 01-01-2024 in terms of F.D Memo No- 4941-F(P) dated 19-09-2014.

Selection Procedure:

1. For English Stenog-Typist: Skill Test in Shorthand, Computer Test and Interview (Total -100 marks)
2. For Bench Clerk (Peshkar) —Computer Test and Interview (Total -50 marks).
3. For Peon — Interview (Total 50 marks).

Reservation:

Since the service is purely contractual, there is no reservation of posts in any category.

Pay:

Consolidated monthly remuneration at the rate as follows:-

- a) **Steno-Typist @** Last pay drawn (Pay and D.A. at the time of their retirement- (minus)- Pensions and Relief on pension on the date of contract in terms of J.D. Memo No- 6716-J dated 14-09-2001.
- b) **Bench Clerk/ Peshkar @** Rs. 10,000/- (Rupees Ten Thousand) only per month;
- c) **Group-D @** Rs. 8,000/- (Eight Thousand) only per month; or

Re-employment remuneration as per existing Government Orders whichever is less.

There will be no increment.

The above pay of Bench Clerk/Peshkar & Group-D may be revised subject to outcome of the letter addressed to the Principal Secretary, Judicial Department, Govt. of West Bengal vide this office letter no- 232-SDR dated 10-01-2024.

Procedure for filling up application:

Interested retired Government employees may apply by filling up the prescribed format, neatly hand written or typed and addressed to the District and Sessions Judge, South 24-Parganas in sealed envelope. Application must be submitted with self-attested photocopies of all testimonials, P.P.O./ Last Pay Certificate and fitness Certificate issued by a registered medical practitioner. One recent passport sized photograph of the candidate to be pasted on the application.

The words "**Engagement of retired employees on contract at the Fast Track Courts under Judgeship of South 24-Parganas**" and Employment Notification Number must be written of the top of the envelope.

No Application Fees is payable.

Last Date of submission of Application: 17th April 2024 by 4.30 P.M.

Date and time of Walk in interview and Skill Test: Will be notified later and will be published in the District Court website.

Venue: District Judge' Court, Alipore, South 24-Parganas.

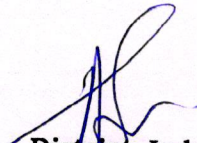
The notification to be displayed at the Notice Board and to be published in the District Website, South 24-Parganas at <https://south24parganas.dcourts.gov.in>

**District Judge,
South 24-Parganas**

**District Judge
South 24-Parganas
Alipur**

Copy forwarded for information and wide circulation to :

1. The Chief Judge, City Civil Court / City Sessions Court, Calcutta.
2. The District magistrate, South 24 Parganas at Alipore
3. The District Judge, North 24 Parganas / Nadia / Jhargram / Howrah / Hooghly / Purba Burdwan / Paschim Burdwan / Purulia / Bankura / Birbhum / Malda / Murshidabad / Purba Medinipur / Paschim Medinipur / Uttar Dinajpur / Dakshin Dinajpur / Darjeeling / Jalpaiguri / Coochbehar / Kalimpong.
4. The Additional District and Sessions Judge, _____ Court, Alipore / Sealdah / Baruipur / Diamond Harbour / Kakdwip. The Additional District Judges' of Sub-Divisions other than Alipore are requested to display this order on the Notice Board.
5. The Additional District and Sessions Judge, Fast Track _____ Court, Alipore / Sealdah / Baruipur / Diamond Harbour / Kakdwip.
6. The Registrar, District Judges' Court, South 24 Parganas Alipore.
7. The S.D.O., Alipore / Baruipur / Diamond Harbour / Canning / Kakdwip.
8. The Commissioner, Kolkata Municipal Corporation, Kolkata.
9. The Asst. Registrar, Sheristadar, District Judges' Court, Alipore to note.
10. The System Officer, South 24 Parganas with a direction to upload the same in the Official website.
11. Guard file.


**District Judge,
South 24-Parganas**

**District Judge
South 24-Parganas
Alipur**

APPLICATION FORM

POST APPLIED FOR _____

To
The District & Sessions Judge,
South 24 Patganas,
at Alipore

One recent
passport size
photograph
duly signed by
the candidate
to be pasted
here.

I beg to apply for the post of, on contract basis, in the Judgeship of South 24-Parganas. I beg to submit the following particulars as per prescribed format:-

1. Full Name (in block letter):

2. Name of the Father/Husband:

3. Date of Birth :

(Self-attested supporting documents to be attached)

4. Age as on 01 .01.2024:

(Self-attested supporting documents to be attached)

5. Sex (Male/Female) :

6. Nationality :

7. Religion:

8. a) Address (Permanent) :

b) Address (Present) :

9. Physicality Handicapped (Yes/No.) :

(Self-attested supporting documents to be attached)

10. Educational Qualification:

(Self-attested supporting documents to be attached)

11. Details of knowledge in Computer Operation)

(self-attested supporting documents if any to be attached)

12. Knowledge in Shorthand (English)

(Only for Stenographers)

(Attested supporting documents if any to be attached)

13. Other Qualifications, if any :

(Attested supporting documents if any to be attached)

14. Details of Working Experience :

(Attested supporting documents if any to be attached)

15. P.O.O Number:

16. Mobile Number & E-mail ID:

Declaration

I, hereby declare that, all statements made in this application are true, complete and correct best of knowledge and belief and in the event of any information being found false, my candidature is liable to be cancelled.

Date & Place:

Yours faithfully,

Signature of the Applicant