

**OFFICE OF CHAIRMAN, DISTRICT LEGAL SERVICES AUTHORITY  
(ADR CENTRE), SANGRUR**

Phone no. 01672-230725

email:- [dlsa.sgr@punjab.gov.in](mailto:dlsa.sgr@punjab.gov.in)

Applications on prescribed Performa along with attested copies of testimonials and two passport size photographs, complete in all respects are hereby invited up from 10.08.2021 to 31.08.2021 till 05:00 P.M. for filing up 01 post of Stenographer, for Mediation Centre, Sangrur purely on temporary and contract basis as per the rates fixed by the Mediation & Conciliation Committee, Punjab & Haryana High Court, Chandigarh or at D.C. rates fixed from time to time whichever is higher.

**OFFICE OF THE DISTRICT LEGAL SERVICES AUTHORITY,  
SANGRUR (PERFORMA) APPLICATION FOR THE POST OF  
STENOGRAPHER IN THE OFFICE OF DISTRICT LEGAL SERVICES  
AUTHORITY, SANGRUR FOR MEDIATION CENTRE, SANGRUR (ON  
CONTRACT BASIS)**

Attested  
passport size  
photo

1 Name \_\_\_\_\_

2 Father's Name \_\_\_\_\_

3 Permanent Address: \_\_\_\_\_

4 Correspondence Address \_\_\_\_\_

5 Category \_\_\_\_\_

6 Date of Birth \_\_\_\_\_

7 Qualification \_\_\_\_\_

8 Nationality \_\_\_\_\_

9 Experience (if any) \_\_\_\_\_

10 List of Documents attached \_\_\_\_\_

11 Contact No. (Mandatory) \_\_\_\_\_

12 E-mail ID \_\_\_\_\_

Date \_\_\_\_\_

Signature of the Applicant

## **Eligibility Criteria**

1 Age:- Must be between 18 to 37 years of age as on 01.01.2021, with upper age relaxation for candidates of reserved categories as per Govt. rules.

2 Qualification: B.A. or B.Sc or equivalent thereto from a recognized University. He/She should have passed matriculation examination with Punjabi as one of the Subject.

## **Selection Criteria:-**

Candidates must be Graduate from recognized university and will be required to pass a test at the speed of 80 W.P.M. in English Shorthand and transcription thereof at the speed of 20 W.P.M. and also to show proficiency in computers. The Candidates who have knowledge of Punjabi Typing will be preferred.

## **RESERVATION**

The Post is not reserved for any category and candidate belonging to any category may apply.

## **DATE/TIME/PLACE FOR TEST**

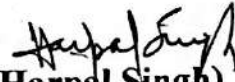
Intimation in this regard will be uploaded on the **website of District Court Sangrur** and candidates can also visit to the following link for updates <https://districts.ecourts.gov.in/india/punjab/sangrur/recruit> .Candidates are advised to visit the **website of District Court Sangrur** or on the above said link regularly for updates.

## **NOTE:-**

- 1 Incomplete applications and those received after due date shall be rejected without assigning any reason and this office is not responsible for any postal delay.
2. No separate call letters for test will be issued.
- 3 In case of any administrative reason arising later on, the test for the above said post can be cancelled.
- 4 Candidates are advised to visit the website of District Court Sangrur or link <https://districts.ecourts.gov.in/india/punjab/sangrur/recruit> for eligibility criteria, date of test and others details.

5 No TA/DA will be given to the candidates appearing for the test.

6 The envelope containing application should be superscribed in capital letters as  
"APPLICATION FOR THE POST OF STENOGRAPHER FOR  
MEDIATION CENTRE, SANGRUR (ON CONTRACT BASIS)"

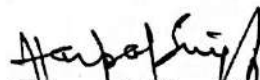
  
(Harpal Singh)  
CHAIRMAN,  
DISTRICT LEGAL SERVICES AUTHORITY,  
SANGRUR

Endst. no. 2528 to 2530

Dated 9/8/21 9/8/21

Copy forwarded to:-

1. The Director, Employment Generation and Training Bureau, Sangrur for information and with a request to send the names of desirous eligible candidates to this office. **The date, time and place for test will be notified later on and his office will be required to give intimation about the same to the candidates whose name are sent by his office.**
2. Daftri of this office to display the notice on the Notice Board of this office.
3. System Officer/System Assistant of District & Session Court Sangrur to upload the same on the official website of District Court Sangrur.

  
(Harpal Singh)  
CHAIRMAN,  
DISTRICT LEGAL SERVICES AUTHORITY,  
SANGRUR.

9/8/21

**OFFICE OF CHAIRMAN, DISTRICT LEGAL SERVICES AUTHORITY  
(ADR CENTRE), SANGRUR**

**Employment Notice**

Phone no. 01672-230725

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(Harpal Singh)

**CHAIRMAN,  
DISTRICT LEGAL SERVICES AUTHORITY,  
SANGRUR.**

9/8/21