

OFFICE OF DISTRICT & SESSIONS JUDGE, TARN TARAN

PUBLIC NOTICE

Applications on plain papers alongwith two recent identical passport size attested photographs with complete bio-data and attested copies of testimonials, are invited in the office of undersigned upto 05:00 p.m. of 21/3/21 for the following posts:-

Post	No. of Posts	Pay scale	Educational Qualification	Age Limit
Stenographer Grade-III (on Adhoc basis)	Total=05 (Gen. - 04 B.C. - 01)	Fixed monthly emoluments as per D.C. rates declared time to time in the pay scale of Rs. 10300-34800+3600 Grade Pay as per Punjab Government letter No. 7/204/2012-4FP1/66 dated 15.01.2015 further revised vide letter no. 7/204/2012-4FP.1/1049 dated 21.12.2015 of Govt. of Punjab or as admissible from time to time.	Candidate must have possessed a Degree of B.A/B.Sc or equivalent thereto from a recognized University with Punjabi as one of the subjects in Matriculation. The Candidate will have to qualify the test of taking dictation in English Shorthand at the speed of 80 WPM and transcribe the same on computer typing at the speed of 20 WPM having proficiency in the operation of computer.	The candidate should be between 18 to 37 years of age as on 01.11.2021 for General Category. The relaxation of age will be given to the candidates belonging to reserve category, as per instructions of the Hon'ble High Court as well as Punjab Government.

PROFORMA

APPLICATION FOR THE POST OF STENOGRAPHER GR-III (ad-hoc Basis)

1. NAME : _____
2. FATHER'S/HUSBAND NAME : _____
3. DATE OF BIRTH : _____
4. QUALIFICATION : _____
5. EXPERIENCE : _____
6. CATEGORY : _____
7. PERMANENT ADDRESS : _____
8. CORRESPONDENCE ADDRESS : _____
9. NATIONALITY : _____
10. CONTACT NUMBER : _____

Signature of the applicant

Note:

1. Attested copies of relevant testimonials i.e. proof of qualification, date of birth, identity proof etc. must be attached with the applications and should reach in this office on or before by 05:00 P.M of 21/3/2021
2. The incomplete applications and those received after last date due to postal delays or any other reasons shall not be entertained.
3. Application form of ineligible candidates would be rejected without giving any prior notice.
4. Date of test for the post of Stenographer Gr-III (ad-hoc basis) will be notified later on, on the website of this office

<https://districts.ecourts.gov.in/india/punjab/tarn-taran/recruit>

5. The number of vacancies may be increased or decreased without any notice, depending upon the vacancy position at the time of preparing merit list.
6. In case of any administrative reasons arising later on, test can be canceled/postponed without prior notice. For any update in this regard, visit official website of this Sessions Division.
7. Candidates who belong to reserved category will have to attach a copy of certificate issued by the authority concerned along-with the application otherwise he/she will be considered in General Category.
8. Use of face mask for all the candidates is mandatory. Only the candidates, wearing face mask, will be allowed for test.
9. Every candidate shall maintain adequate and safe physical distance and avoid the over crowding.


District & Sessions Judge,
Tarn Taran.

Endst. no. 538/EB

Dated 17/3/21

Copy forwarded to:-

1. The Ld. Registrar General, Punjab & Haryana High Court, Chandigarh w.r.t. letter no. 2865/E II/VII.B.4(Pb.)9-E dated 17.02.2021 for information.
2. All the District & Sessions Judge in the State of Punjab, through e-mail with the request to display the same on the notice board.
3. All the Judicial Officers in this Sessions Division for getting the same displayed on the Notice Boards of their respective Courts.
4. The Employment Generation and Training Officer, Tarn Taran with the request to obtain and send the applications of eligible candidates alongwith the list of the candidates to this office till 21/3/21 till 05.00 PM.
5. The System Officer of this office to upload the Notice on official website.
6. Daftri of this office to display the notice on the notice board of this Court.


District & Sessions Judge,
Tarn Taran.