

**OFFICE OF THE DISTRICT JUDGE OF PASCHIM BARDHAMAN,  
ENGLISH DEPARTMENT, ASANSOL-713304.**

**Employment Notification No. 09, Dated, Asansol, the 19<sup>th</sup> day of August, 2019.**

Applications are invited from the willing retired Government Employees (Indian Citizens) who are physically fit and mentally alert and preferable having knowledge in running day to day Court proceeding for filling up the following (clear and expected) vacancies in the Fast Track Courts under the Judgeship of Paschim Bardhaman, purely on contractual basis, up to 03 years, which may be further extended till the incumbent attains the age of 65 years. Preference will be given to retired staff of the Court.

**Names and numbers of Posts:-**

For Peshkar (Bench Clerk) \_\_\_\_\_ 02

For Stenographer \_\_\_\_\_ 01

**AGE:-**

Not more than 62 years as on 31<sup>st</sup> December, 2018 for Peshkar (Bench Clerk) and Stenographer.

**Qualification Required:-**

**For “Peshkar (Bench Clerk)”** \_\_\_\_ Minimum Madhyamik, knowledge in Bengali and English Language and knowledge in Computer operation is must.

**For “Stenographer”** \_\_\_\_ Minimum Madhyamik, knowledge in English Language, translation from Bengali and knowledge in Computer operation is must, Stenography speed 80 W.P.M. and Typing speed 30 W.P.M.

**Selection Procedure:-**

For Peshkar (Bench Clerk) \_\_\_\_ Interview with document verification.

For Stenographer \_\_\_\_ Interview with document verification, followed by Stenography test and typing test (eligible candidates to bring stationeries), Type test will be held on Computer.

**Pay:-**

For retired employees last Salary drawn (Pay + Dearness Allowance) (-) Minus (Pension + Relief on Pension on the date of contract).

(i) For Peshkar (Bench Clerk) (Basic= (Rs. 6240 + 2600) + D.A. and other allowance as admissible.

(ii) For Stenographer (Basic = (Rs. 7440 + 3600) + D.A. and other allowance as admissible)

**(There will be no Annual Increment).**

**LIST OF IMPORTANT DATES :**

Last date of submission of Application: The 04<sup>th</sup> day of September, 2019, till 5:00 P.M.

Publication of the names of Eligible Candidates to attend Interview: (To be published in the Website: <https://districts.ecourts.gov.in/paschim-bardhaman> only).

Tentative dates of Interview: Will be published on the website.

(Candidates are requested to visit the official website of the Paschim Bardhaman, District Court: <https://districts.ecourts.gov.in/paschim-bardhaman> for all further communication and information regarding the recruitment Process/Notification/Dates. There will be NO OTHER MODE OF COMMUNICATION TO THE CANDIDATES OTHER THAN THE OFFICIAL WEBSITE AS MENTIONED).

Interested and eligible Retired Govt. Employees may apply by filling up the prescribed format of application, which is affixed alongside. Application must be equipped with self attested photocopies of all testimonials and Fitness Certificate issued by a registered Medical Practitioner. One recent passport sized photograph of the candidate is to be pasted on top right hand corner of the application. Application is to be addressed to **“The District Judge, Paschim Bardhaman, Asansol, Pin-713304”** and the same are submitted in closed envelope in the Office of the District Judge, Paschim Bardhaman within 5:00 P.M. on or before the last date of application by Speed Post/Registered Post/Ordinary Post/Self. Any personal communication is strictly prohibited.

After 5:00 P.M. 04<sup>th</sup> day of September, 2019, no application either by Post or Self will be accepted.

**Sd/-**

**District Judge, Paschim Bardhaman  
-Cum-  
Chairman, District Recruitment Committee  
Paschim Bardhaman.**

**APPLICATION FORMAT**



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

1. Name [in capital letters): .....

2. Father's name: .....

3. Present Address: .....

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4. Permanent Address: .....

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5. Date of Birth: .....

6. Age as on (31.12.2018): .....

7. Educational Qualification: .....

8. Experience: .....

9. Nationality: .....

10. Sex: .....

11. Date of retirement: .....

12. Retired from which department: .....

12. Medical fitness Certificate: .....  
[Must be from a Regd. Practitioner)

**Signature of the Candidate.**