

OFFICE OF THE DISTRICT & SESSIONS JUDGE, PATHANKOT

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 the undersigned **upto 05.00 p.m of 11.02.2020**, for filling up the six (06) posts of Clerks (On Adhoc Basis) for a period of six months or till the regular appointments are made by the Hon'ble High Court, whichever is earlier, at the rates fixed by the Deputy Commissioner, Pathankot:

Post	No. of Posts	Pay Scale	Essential Qualification	Age
Clerks (On Adhoc Basis)	Total = 06 (Reservation of posts will be as per policy of the Punjab Government as well as the Hon'ble High Court of Punjab and Haryana, Chandigarh)	At the rates fixed by the Deputy Commissioner from time-to-time, in the pay scale of Rs. 10300-34800+3200 Grade pay, as per Government letter No. 7/204/2012-4FP.1/66 dated 15.01.2015 further revised vide letter No. 7/204/2012-4FP.1/1049 dated 21.12.2015 of the Govt. of Punjab or as admissible from time to time	Candidates must have possessed a Degree of BA/BSc. or equivalent thereto from a recognized University with Punjabi as one of the subjects in Matriculation with proficiency in Computer	The candidate should be between 18 to 37 years of age as on 01.01.2020 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 Govt.

PROFORMA

APPLICATION FOR THE POST OF CLERK (ON ADHOC BASIS)

1. NAME : _____
2. FATHER'S/HUSBAND'S NAME : _____
3. DATE OF BIRTH : _____
4. EDUCATIONAL QUALIFICATION :

Name of Course / Degree	Name of University	Year of passing	Percentage of Marks	Division

5. EXPERIENCE : _____
6. CATEGORY : _____
7. PERMANENT ADDRESS : _____
8. CORRESPONDENCE ADDRESS : _____
9. NATIONALITY : _____
10. CONTACT NUMBER : _____

Dated : _____

Sign. of Candidate. _____

Note:

1. Attested copies of relevant testimonials i.e. proof of qualification, date of birth etc. must be attached with the applications and should reach in this office on or before by **05.00 p.m. of 11.02.2020**. No application will be entertained thereafter.

2. **Only short listed candidates based on merit list will be called for the test/interview.**
3. Preference will be given to candidates who will have working experience in Judicial Department.
4. Application form of ineligible candidates would be rejected without giving any prior notice.
5. The incomplete applications and those received after due date shall not be entertained.
6. Date of test/interview of the suitable candidates will be notified later on, on the website of this office
<https://districts.ecourts.gov.in/india/punjab/pathankot/recruit>
7. The number of vacancies may be increased or decreased without any notice, depending upon the vacancy position at the time of preparing merit list.
8. In case of any administrative reasons arising later on, test/interview can be cancelled / postponed without prior notice. For any update in this regard, please visit official website of this Sessions Division.
9. Candidates who belong to reserve category will have to attach a copy of certificate issued by the authority concerned alongwith the application otherwise he/she will be considered in General Category.
10. If no suitable candidate from reserved category is found then the candidate amongst general category will be selected.


**District & Sessions Judge,
Pathankot.**

Endst. No. 304 / Dated 22-1-2020

Copy forwarded to :-

1. All the District & Sessions Judges in the State of Punjab, with the request to obtain and send applications alongwith service record of retrenched/surplus employees, if any, to this office **on or before 11.02.2020** and to display the notice on the Notice Board.
2. All the Judicial Officers in this Sessions Division for getting the same displayed on the Notice Boards of their respective Courts.
3. The District Employment Generation and Training Officer, Employment Exchange, Pathankot for sending the lists of eligible candidates for the abovesaid posts **on or before 11.02.2020**.
4. To the Advertising Manager, Daily Charhdikala, Patiala, with the request to publish the above mentioned Public Appointment Notice in the newspaper and send the copy of the Newspaper alongwith bill, to this office, at the earliest.
5. Daftri of this office with the direction to display this notice on the notice board of this Court.


**District & Sessions Judge,
Pathankot.**