

OFFICE OF THE DISTRICT AND SESSIONS JUDGE, MOGA.

Public Notice

Applications on plain papers giving complete bio-data and accompanied by attested copies of testimonials i.e. proof of qualification, date of Birth, Category belongs to, two passport size photographs out of which one should be pasted on the right upper side of the application, are invited up to 20.06.2017 at 5.00 p:m for five posts of Stenographers Grade-III, on Adhoc basis, initially for a period of six months or till regular appointments are made by the Hon'ble High Court whichever is earlier. As per details given below.

Sr. No	Post	No. of Posts	Scale	Qualification	Age as on 01.01.2015.
1	Stenographers Grade-III (On Adhoc Basis)	Total:5 General-4 S.C.-1	Fixed monthly emoluments of Rs. 10,958/- as per DC rates (amended from time to time) p.m in the pay scale of Rs 5910-20200+2800 GP as per Punjab Govt. letter No. 7/204/2012-4FP1/66 dated 15.01.2015	Candidate must hold a degree of B.A./B.Sc. or its equivalent thereto from a recognized University and have passed matriculation examination with Punjabi as one of the subject in Matriculation and to qualify the test at a speed of 80 WPM in English Shorthand and transcription of the same at speed of 20WPM and having proficiency in the operation of computers.	18 to 37 years as on 01.01.2017 with the relaxation in age to the reserved categories as per rules/instructions of the Punjab Government

Note:-

1. The Shorthand and computer proficiency Test for the Stenographers Grade-III on Adhoc basis will be held on 06.07.2017 from 11:00 Pm onwards in the office of the undersigned. No separate letters will be issued for the same.
2. Applications for the post of Stenographers Grade-III on Adhoc basis should reach in this office of undersigned by 5.00 p:m on 20.06.2017. Applications without copies of relevant testimonials and that received after 5.00 p:m on 20.06.2017 shall not be entertained.
3. Incomplete applications will be rejected summarily without any notice.
4. All the candidates must bring the original testimonials with them, at the time of interview as well as computer proficiency test. No TA/DA will be paid to the candidates appearing for interview as well as computer proficiency test and no separate information regarding interview will be given.

5. The post of reserved category will be offered to the candidates of General Category, if no suitable candidate from the reserved category is found.
6. The candidates applying for the post of Stenographers Grade-III on Adhoc basis shall be appointed on the basis of merit whose names shall be displayed on the notice board of the office of District and Sessions Judge, Moga.
7. The number of posts may increase or decrease. On account of any administrative reason arising later on, the test for the aforesaid posts can be cancelled/postponed, and this office will not be responsible for the same.

Ms
District & Sessions Judge,
Moga @ 6/6/17

Ends. No. 1413 /EB Dated 6-6-17

Copy forwarded to:-

1. The District Employment Generation and training Officer, Moga for sending the list of eligible candidates to this office on or before 20.06.2017.
2. All the District and Sessions Judges in the State of Punjab with request to obtain and send the applications along with service record of retrenched/surplus Stenographers Grade-III if any, who are willing to opt the appointment under the aforesaid conditions, to this office on before on or before the date fixed.
3. The Editor Chardi Kalan with the request to publish the above mentioned notice and send the copy of newspaper along-with bill to this office.
4. System Officer to upload the public notice on the official website of the Moga Sessions Division.
5. Copy of the same be affixed on the notice board of this office.

Ms
District & Sessions-Judge,
Moga @ 6/6/17

ATTESTED
K
Superintendent
District & Sessions Judge,
Moga. 6/6/17