

OFFICE OF DISTRICT & SESSIONS JUDGE, FARIDKOT
PUBLIC NOTICE

Applications for the following posts are invited alongwith two recent identical passport size photographs with complete bio-data and photo copies of testimonials. The last date for receipt of applications is 02.03.2016 , till 5.00 p.m. No application will be entertained thereafter. Incomplete applications will be rejected. This office will not be responsible for any postal delay or wrong delivery, whatsoever.


Sr. No.	Name of the post	No of Posts	Pay	Qualification	Age as on 01.01.2016
1.	Stenographer Gr.III on adhoc basis, for a period of six months or till regular appointment is made, whichever is earlier.	8 (five Genl., one SC, one BC and one SC (Ex. Service man	Fixed monthly emoluments of Rs.8370/- 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 or amended from time to time.	Degree of Bachelor of Arts/ Science or equivalent thereto from a recognized University and should have passed matriculation examination with Punjabi. Have to pass a test at the speed of 80 W.P.M in English shorthand and 20 W.P.M. in Transcription of the same.	18 to 37 years of age, for general category and relaxation to the reserved categories will be given as per instructions of the Pb. Govt.
2.	Process Server (on regular basis)	2 (one Genl, and one other SC	Fixed monthly emoluments of Rs.5300/- in the pay scale of Rs.4900-10680 +1650 GP as per Punjab Govt.Letter dated 15.01.2015 or amended from time to time./-	The Candidate should be matriculate with the knowledge of Punjabi language.	
3.	Peons (One Mali-cum-Chowkidar and One Chowkidar (on regular basis)	07(Genl-03, SC- 01 , SC(ESM) -01, Sportsman-01 and BC-01)	Fixed Monthly emoluments of Rs. 4900/- in the pay scale of Rs. 4900-10680 +Rs. 1300/- GPas per Pb. Govt. letter dated 15.01.2015 or amended from time to time.	The Candidate should have knowledge of Punjabi language upto middle standard.	

Notes:

1. The candidates applying for the post of Steno-typist shall have to appear to qualify the test of English Shorthand on 16.03.2016(Wednesday) at 9.30 A.M.
2. The candidates applying for the post of Process Server shall be appointed on the basis of merit. The candidates shall appear for their interview on 17.03.2016(Thursday) at 9.30 A.M.
3. The Interview will be conducted, for the post of Peon in this office at 9.30A.M. Alphabets of the first name of the candidates and date of interview will be as under:-

A to M	18.3.2016 (Friday)
N to Z & candidates recommended by Employment Exchange, Faridkot	19.03.2016 (Saturday)

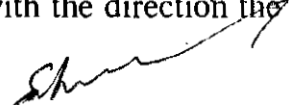
4. No TA/DA will be paid for attending interview.
5. In case of any administrative reasons arising later on, interview can be postponed/cancelled without any prior notice or the number of posts may increase or decrease.
6. If no candidate from one category is found suitable then the candidate from the other category will be selected.
7. Date(s) of test/interview may be changed/extended depending upon unforeseen circumstances and number of candidates.
8. No separate call letters for test/interview will be issued and the candidates are required to appear for test/interview at their own on the aforementioned dates with original certificates.


District & Sessions Judge,
Faridkot.


Endst.No. 513 /EB Dated 17/2/16

Copy forwarded to :-

1. All the District & Sessions Judges in the State of Punjab, with the request to obtain and send the applications alongwith service record of retrenched/ surplus officials, if any, to this office on or before 15.07.2013 for the posts of Stenographer Grade-III/ Process Servers and Peons.
2. All the Judicial Officers working in Faridkot Sessions Division, for displaying the same on the notice board of the Court.
3. The Manager, The Manager, Daily Newspaper "Chardikala", Patiala, with the request to publish the above mentioned notice and send the copy of newspaper alongwith bill, under DAVP rates (Govt.approved rates), to this office at earliest.
4. The Employment Officer, Employment Exchange, Faridkot.
5. Shri Iqbal Khan, Inspection Clerk with the direction to upload the same on the official website.


District & Sessions Judge,
Faridkot.

Attested.


Superintendent,
District & Sessions Court,
Faridkot 18/02/16.