

OFFICE OF THE DISTRICT & SESSIONS JUDGE-CUM-CHAIRMAN, DISTRICT LEGAL SERVICES AUTHORITY, SRI MUKTSAR SAHIB

PUBLIC NOTICE

As per letter bearing No.14273-14282 dated 20.11.2014 received from the Member Secretary, Punjab Legal Services Authority, Chandigarh, applications for the following posts on the prescribed proforma are invited along with two recent identical passport sized photographs with complete bio-data and self attested photo copies of testimonials. The last date for the receipt of applications is 07.09.2015 at 4:00 P.M. (by hand or by post).

No application will be entertained thereafter. Incomplete applications will be rejected. The qualification and other criteria to fill up these posts are as under: -

Sr. No	Post	No. of Posts	Pay Scale	Minimum Qualification	Age as on 01.01.2015
1.	Stenographer on Contract basis	1 (One)	At the rates fixed by the Mediation & Conciliation Committee Punjab and Haryana High Court, Chandigarh or at Deputy Commissioner rates fixed from time to time whichever is higher	Degree of B.A./B.Sc or equivalent there at from a recognized University and has passed matriculation examination with Punjabi as one of the subjects and to qualify the test at the speed of 80 W.P.M. in English shorthand and 20 W.P.M. in transcription of the same and having proficiency in the operation of computer.	The candidate should be between 18 to 37 years of age as on 01.01.2015. Relaxation in upper age limit will be given as per Punjab Government Rules/Instructions
2.	Clerk on Contract basis	1 (One)		Decree of Bachelor of Art/Science/Commerce or equivalent there at from a recognized University and has passed matriculation examination with Punjabi as one of the subjects. The applicant should have proficiency in operations of Computers.	
3.	Peon on Contract basis	1 (One)		Middle pass and should have knowledge of Punjabi upto Middle Standard	

Notes

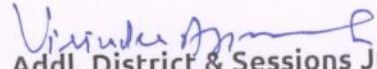
- 1) Self attested copies of relevant testimonial i.e. proof of Qualification, Date of Birth etc. must be attached with the applications and should reach in the office of Secretary, District Legal Services Authority, Sri Muktsar Sahib, Judicial Courts Complex, Sri Muktsar Sahib by 4:00 PM on or before 07.09.2015.
- 2) Applications must be on prescribed proforma which can be taken from the Website i.e. <http://ecourts.gov.in/muktsar/history>. Applications received without prescribed proforma, copies of relevant testimonials and that received after 07.09.2015 will not be entertained and will be rejected summarily. No separate intimation will be given in this regard.
- 3) Candidates willing to apply for more than one post have to submit separate application for each post.
- 4) The candidates applying for the post of Clerk shall have to appear to qualify the computer proficiency test and for interview on 24.09.2015 at 9:30 AM. The candidates should appear alongwith their original certificates in the office of Secretary, DLSA, Sri Muktsar Sahib.

The candidates applying for the post of Stenographer shall have to appear to qualify the test of English Shorthand at a speed of 80 W.P.M. and its transcription at a speed of 20 W.P.M. held on 25.09.2015 at 9.30 AM. The candidates should appear along with their original certificates at Bhai Maha Singh College of Engineering, Kotkapura

Road, Sri Muktsar Sahib.

The candidates applying for the post of Peon shall have to appear for interview along with their original certificates in the office of Secretary, DLSA, Sri Muktsar Sahib on 28.09.2015 at 9:30 AM.

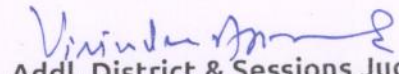
- 5) In case of cancellation/postponement of test for the above said posts, due to administrative reasons, this office shall not be responsible and intimation in this regard will be displayed on the relevant website of this Sessions Division.
- 6) Merely satisfying the eligibility criteria do not entitle a candidate to be selected. This office reserves the right to alter/modify or change any of the terms and conditions including selection criteria etc. spelt out in the advertisement.
- 7) No TA/DA will be paid to the candidates appearing for the test/interview.


Addl. District & Sessions Judge
-cum-Chairman,
District Legal Services Authority,
Sri Muktsar Sahib

Endst. No. 2925/EB dated 19-8-15

Copy forwarded to: -

- 1) All the District & Sessions Judges in the State of Punjab with a request to obtain and send the applications of retrenched/surplus officials, if any, to this office on or before the date fixed for the post of Stenographer/Clerk/Peon.
- 2) All the Judicial Officers working in Sri Muktsar Sahib Sessions Division, with a request to display this public notice on the Notice Board of their respective Courts.
- 3) The District Employment Officer, Employment Exchange, Sri Muktsar Sahib
- 4) Sh. Sumit Pacharwal, System Officer with the directions to upload the same on the official website <http://ecourts.govt.in/muktsar/history>
- 5) Daftri of this office to display this notice on notice board of this office.


Addl. District & Sessions Judge
-cum-Chairman,
District Legal Services Authority,
Sri Muktsar Sahib

To

The Secretary,
District Legal Services Authority,
Sri Muktsar Sahib.

Photo

Subject:-APPLICATION FOR THE POST OF _____

1	Name (in Block Letters)			
2	Father/Husband Name			
3	Age as on 01.01.2015	Years	Months	Days
4	Date of Birth			
5	Communication Address			
	Alongwith E-mail ID			
6	Permanent Address			
7	Contact No.			
8	Category			
	(attach proof)			
9	Educational Qualification (Matric onwards)			
	Name of Examination	Board/ University	Year of Passing	Marks secured
	8th/Middle			
	10th/ Matriculation			
	+2			
	Graduation			
	Post Graduation			
	Other			
10	Exeperience, if any.			

Declaration:-

I hereby certify that the above said particulars are correct and true to the best of my knowledge and nothing has been concealed therein and in the case found false, my candidature will be liable to be rejected.

Place: _____

Date: _____

Signature of the Applicant