

OFFICE OF THE DISTRICT & SESSIONS JUDGE , FAZILKA.

PUBLIC NOTICE

Applications, on prescribed proforma, given below, with complete Bio-data along with self attested copies of relevant testimonials i.e. proof of qualification, date of birth, category belongs to, contact number, two passport size photographs out of which one should be pasted on the right upper side of the prescribed proforma, are invited for **Thirty two (32) posts of Clerks on adhoc basis** for a period of six months or till regular appointments are made against the said posts, whichever is earlier, upto **02.12.2021 at 5.00 P.M.**

Sr. No	Post	No. of Posts	Pay	Qualification	Age as on 1.1.2021
1	Clerks	32 General = 18 SC = 03 BC = 03 ESM = 04 SC (ESM)= 01 BC (ESM)= 01 Handicapped = 01 Sportsman = 01	At the rates fixed by Deputy Commissioner from time to time.	A degree of Bachelor of Arts or Science or its equivalent thereto from a recognized University and he/she should have passed matriculation with Punjabi as one of the subject. The candidate should have proficiency in operation of computers and to qualify the written test in General English and General Knowledge 50 marks each.	18 to 37 years with the relaxation in age to the reserved categories as per rules.

(PROFORMA)

OFFICE OF THE DISTRICT & SESSIONS JUDGE, FAZILKA
APPLICATION FOR THE POST OF CLERK ON (ADHOC BASIS)
CATEGORY _____

1. Name (In Block Letters) : _____
2. Father /Husband Name : _____
3. Permanent Address : _____

4. Correspondence Address : _____

5. Date of Birth : _____
Age on 01.01.2021(yy/mm/dd) : _____
6. Qualification : _____
7. Nationality : _____

8. Experience, if any : _____
9. Special aptitude, if any : _____
10. List of documents attached : _____
12. Telephone/Mobile No. : _____
13. E-mail ID : _____

Dated:-

Signature of the applicant

- The dates for written test (English composition and General Knowledge/ Typing test/Interview)** will be uploaded on the official website in due course. Prescribed proforma of application form is also available on the official website of this office i.e. "<https://districts.ecourts.gov.in/fazilka>". The candidates are advised to regularly monitor the official website of this Sessions Division to confirm the dates of written test (English Composition and General Knowledge)/Typing Test/Interview. No separate information in this regard will be sent to the candidates.
- The incomplete applications and those received after 5.00 P.M. on due date i.e. 02.12.2021 shall be rejected, without assigning any reason. This office will not be responsible for any postal delay or wrong delivery, whatsoever.
- Before applying for the post, the candidate should ensure that he/she fulfills eligibility criteria. This office shall reject the applications of candidates who are not fulfilling the requisite criteria at any stage of recruitment and if erroneously appointed such candidate shall be removed from the service.
- Number of above said post may be increased or decreased due to administrative exigency. In case of cancellation/postponement of test due to administrative reasons, this office will not be responsible.
- The posts of reserve category will be offered to the candidate of General category, if no suitable candidate from the reserve category is found eligible as per law wherever permissible.
- All candidates must mention their **contact number and e-mail Ids** in the applications.

Sd/-

(Tarsem Mangla),
District & Sessions Judge,
Fazilka.

Endst.No.**6443/EB**

Dated **17.11.2021**

Copy forwarded to:-

- All the District & Sessions Judges in the State of Punjab with request to get notice displayed on the notice boards of their respective Sessions Divisions.
- The District Employment Generation and Training Officer, Fazilka, for sending the list of eligible candidates to this office on or before 02.12.2021.
- All the Judicial Officers posted in Fazilka Sessions Division to get the notice displayed on the notice board of their respective courts and copy be also given to Daftri of this office for similar compliance.
- System Officer/System Assistants of this office to upload the same on the official website of this office.

Sd/-

(Tarsem Mangla),
District & Sessions Judge,
Fazilka.