

**OFFICE OF DISTRICT & SESSIONS JUDGE, FARIDKOT**  
**PUBLIC NOTICE**

Applications on plain papers giving complete bio data and accompanied by attested copies of testimonials and two passport size photographs are invited for 02 posts of Steno-typists, on *ad hoc* basis on consolidated salary of Basic Pay + D.A. as on 01.07.2013 initially for a period of six months or till regular appointments are made, whichever is earlier. The applications should reach this office on or before 30.05.2014 upto 05.00 p.m.

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|------------------------|--|
| <b>Number of posts</b> | Two (on ad hoc basis)  |
| <b>Pay scale</b>       | Consolidated salary of Basic Pay + D.A. only as on 01.07.2013 in the pay scale of Rs.5910-20200+ Rs.2800 Grade Pay.  |
| <b>Qualification</b>   | Candidate must be holding a bachelor's degree or equivalent thereto from a recognized University and should have knowledge of English shorthand, English typewriting and proficiency in computer operation.                                    |
| <b>Examination</b>     | The candidates applying for the post of Steno-typist shall have to appear to qualify the test of English Shorthand at a speed of 80 Words Per Minute and its transcription at a speed of 20 Words Per Minute, held on 05.06.2014 at 10.00 A.M. |
| <b>Age Limit</b>       | The candidate should be between 18 to 38 years of age as on 01.01.2014. The relaxation of upper age will be admissible to the candidates belonging to the reserved categories as per the instructions of the Punjab Government.                |

**Notes:**

1. The incomplete applications and those received after due date shall not be entertained;
2. The number of above said posts may increase or decrease and in the event of any administrative reason arising later on, the test/interview for aforementioned posts can be cancelled or postponed without any prior notice;
3. Date(s) of test/interview may be changed/extended depending upon unforeseen circumstances and number of candidates;

4. No TA/DA will be paid to the candidates appearing for the test/interview; and
5. No separate call letters for test/interview will be issued and the candidates are required to appear for test/interview of their own on the aforementioned dates.

*Abhasee Singh*  
**District & Sessions Judge,  
Faridkot.**

Endst.No. 1967/EB

Dated 21/05/14

Copy forwarded to:-

1. The Registrar General, Hon'ble High Court of Punjab & Haryana, Chandigarh for information;
2. 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 30.05.2014, for the posts of Steno-typist.
3. The Editor, daily 'Chardi Kala, Patiala, with the request to publish the attached publication, immediately.
4. The Employment Exchange, Faridkot;
5. Office to display this notice on notice board of this office.

*Abhasee Singh*  
**District & Sessions Judge,  
Faridkot.**