

**OFFICE OF THE DISTRICT JUDGE
DAKSHIN DIANJPUR AT BALURGHAT**

ENGLISH DEPARTMENT

Notification for recruitment of two categories of posts of staff in the Judgeship of Dakshin Dinajpur.

Employment Notification No. 01/DRC-G Dated, Dakshin Dinajpur, the 25 th February, 2013.

Applications from the eligible Indian Citizens in the prescribed format appended hereunder are invited for preparation of panels to fill up the existing and expected vacancies, in two categories of posts, in the Judgeship of Dakshin Dinajpur.

The examination/ test of two categories of posts will be held in a particular date and time as per schedule of programme which shall be fixed and conducted by the District Recruitment Committee of Dakshin Dianjpur Judgeship in due course of time. **One can apply for only one vacant post of any particular category.** Vacancy position, Scale of pay, application fees and other details are given hereunder :

1. Post wise and category wise vacancy position :

Sl. No.	Name of the post.	Category wise number of vacancies								
		Gen.	Gen (EC)	S.C (Ex-Serviceman)	SC (EC)	ST	OBC-(A)	OBC-(B)	Total	
1	English Stenographer (Grade-III)	2	1	1	1	1	1	1	8	
2	Process Server					1			1	
Grand Total :									9	

2. Scale of pay :

Sl No	Name of the Post	Scale of pay
1	English Stenographer (Grade- III)	PB-3 of Rs.7,100-37,600/- plus Grade pay of Rs.3,900/-
2	Process Server	PB- 2 of Rs.5,400- 25,200/- plus Grade pay of Rs.2,300/-

3. The appointment will initially be made on a purely temporary basis but is likely to be made permanent, for all categories of posts.

4. Eligibility of Age :

Not less than 18 years and not more than 40 years as on 1st January, 2013 as per Finance Department's Notification No. 11653-F(P) dated 30.12.2011 for all categories of post. Relaxation of age limit for five years in case of SC/ST. and for three years for OBC candidates. The upper age limit for Physically handicapped candidates, is 45 years. Relaxation of age limit in case of Ex-Serviceman Category - as per existing Government Rules. For the post of English Stenographer, there shall be no age limit for persons holding permanent posts of Typist or Steno-Typist under the Government.

5. Essential Qualification :

a) For the posts of English Stenographer, the candidate must have passed Madhyamik or Equivalent examination from any recognized Board and at least a certificate in computer training ,shorthand and typewriting from a recognized institutions and a satisfactory fingering speed in computer operation. For English Stenographer, a minimum speed @ 80 w.p.m. in Shorthand and a minimum speed @ 30 w.p.m.

