

**OFFICE OF THE DISTRICT JUDGE OF HOOGHLY**  
**ENGLISH DEPARTMENT**

Employment Notice No. 01

Dated 01.08.2014

Applications are invited from eligible Indian citizen for the following categories of posts in the Judgeship of Hooghly, West Bengal along with attested copies of testimonials to be submitted **within 01.09.2014 (5 P.M.)**.

Sl No.	Name of Post and Scale of Pay	Total vacancy category wise	Essential qualification
1	English Stenographer, (Group-'B') Rs. 7100/- - Rs. 37,600/- + Grade Pay Rs. 3900/-	<b>Total Vacancy = 7</b> UR=2, UR (EC)=2, OBC A(EC)=1, ST=1, ST (EC)=1	Passed Madhyamik or equivalent examination from any recognized Board and at least a certificate in Computer Training from a recognized institution and a satisfactory fingering speed in Computer operation. Minimum speed @ 80 w.p.m. in shorthand and a Minimum speed @ 30 w.p.m in typewriting from a legible manuscript in English for 10 minutes
2	Lower Division Clerk* (Group-'C') Rs. 5400/- - Rs. 25,200/- + Grade Pay Rs. 2600/- (Pay during period of probation for three years from the date of appointment will be admissible as per Govt. of West Bengal Notification No. 1832-F(P) dated 01.03.2013)	<b>Total Vacancy = 33</b> UR=9, UR (EC)=8. UR (Person with Disabilities)=1, UR (Ex-Serviceman)=1, OBC-A=2, OBC-A (EC)=2, OBC-B=2, SC=3, SC (EC)=2, SC(Ex-Serviceman)=1, S.T.=2	Passed Madhyamik or equivalent examination from any recognized Board and at least a certificate in Computer Training from a recognized institution and a satisfactory fingering speed in Computer operation
3	English Typist- Copyist * (Group-'C') Rs. 5400/- - Rs. 25,200/- + Grade Pay Rs. 2600/- (Pay during period of probation for three years from the date of appointment will be admissible as per Govt. of West Bengal Notification No. 1832-F(P) dated 01.03.2013)	<b>Total Vacancy = 21</b> UR=5, UR (EC)=5, UR (Meritorious Sports Person)=1, OBC-A=2, OBC-B=1, OBC-B (EC)=1 SC=4, SC (EC)=1 ST=1	Passed Madhyamik or equivalent examination from any recognized Board and at least a certificate in Computer Training from a recognized institution and a satisfactory fingering speed in Computer operation. A Minimum typing speed from legible manuscript @ 30 w.p.m in English is required.
4	Process Server (Group-'D') (Rs. 5400/- - Rs. 25,200/- + Grade Pay Rs. 2300/-)	<b>Total Vacancy = 11</b> UR=1, UR (EC)=1, UR (Person with Disabilities)=1, UR (Ex-Serviceman)=1, OBC-A=1, OBC-A (EC)=1, OBC-B=1, OBC-B (EC)=1 SC=2, SC(EC)=1	The candidate must have Class-VIII pass certificate from any recognized school or Madrasah or any other recognized equivalent Institution
5	Peon (Group-'D') (Rs. 4900/- - Rs. 16,200/- + Grade Pay Rs.1700/-)	<b>Total Vacancy=51</b> UR=15, UR (EC)=6. UR (Person with Disabilities)=2, UR (Ex-Serviceman)=4, UR (Meritorious Sports Person)=1, OBC-A=3, OBC-A (EC)=1, OBC-A (Ex-Serviceman)=1 OBC-B=3, OBC-B (EC)=1 SC=7, SC(EC)=4, SC(Ex-Serviceman)=1 ST=2	The candidate must have Class-VIII pass certificate from any recognized school or Madrasah or any other recognized equivalent Institution*
6	Gardener (Group-'D') (Rs. 4900/- - Rs. 16,200/- + Grade Pay Rs.1800/-)	<b>Total Vacancy=1</b> SC=1	The candidate must have Class-VIII pass certificate from any recognized school or Madrasah or any other recognized equivalent Institution

\*In respect of categories 2 and 3, terms of their service will be governed by Notification No. 1832-F(P) dated 01.03.2013 of Government of West Bengal. Finance Department.

