OFFICE OF DISTRICT AND SESSIONS JUDGE, NUH
NOTICE FOR PUBLIC EMPLOYMENT

Application for filling up the 08 vacant posts of Stenographer purely on adhoc basis on consolidated pay of Rs. 25,500/-, initially for a period of six months or till regular appointments are made, whichever is earlier, in Nuh Sessions Division, are hereby invited from general public, as per the details given below:-

Vacant posts of Stenographers Grade III on adhoc basis	Genl	SC		BC-A	BC-B	Persons with Benchmark Disabilities of Haryana	ESM					EWS
		Deprived SC	Other SC				Genl	Deprived SC	Other SC	BC-A	BC-B	
08	4	1	0	0	1	0	0	1	0	1	0	0

Educational Qualification:

Candidates, for the posts of Stenographers Grade-III, should have possess a degree of Bachelor of Arts or Science or equivalent thereto from a recognized University. He/she should have passed matriculation examination with Hindi as one of the subject and must have proficiency in operation of Computers.

Age:

The minimum age limit of a candidate for appointment to the aforesaid posts shall be 18 years and the upper age limit shall be in accordance with the latest instructions of the Haryana Government in this regard to be calculated as on 01.01.2025.

In the case of Candidates belonging to Scheduled Caste and Backward Class-A and B of Haryana State and persons already in Government employment, the upper age limit shall be such as may be fixed by the Haryana Government from time to time.

Mode of Selection for the post of Stenographer Grade-III

Candidates for the post of Stenographer Grade-III will have to qualify the English Shorthand Test and its Transcription at the speed of 80 w.p.m. and 20 w.p.m respectively on Computer. The candidates will also have to qualify a Computer Proficiency Test. The prescribed Stenography test shall be held on 18.10.2025. The Candidates shall report for the test sharp at 10:00 AM. The candidates shall bring their own shorthand note book and pencil.

Place of examination Test

The place of the examination will be informed on the website http://districts.ecourts.gov.in/mewat **. No separate letter will be issued. It shall be the responsibility of the candidates to keep themselves updated about the**

same.

The Selection for the aforesaid posts shall be made strictly in accordance with the provisions of Rule 7 of the Haryana Subordinate Courts Establishment (Recruitment and General Conditions of service) Rules, 1997.

Last date of receipt of application shall be **13.10.2025**. No application received thereafter shall be entertained in any case. The applications should reach this office i.e. The District and Sessions Judge, Nuh either by registered post or by hand, well before the last date i.e. **13.10.2025** upto 5:00 P.M. **No advance copy of application shall be entertained and application sent through e-mail will not be accepted in any case.** The candidate shall submit application on plain paper duly affixed with his/her latest one passport size photograph on its top, containing details particulars i.e. name, father's/husband's name, date of birth, sex, education qualification, category of reservation (mandatory), if any, mobile number, permanent and postal address and experience, if any, along-with attested copies of relevant certificates.

The candidates working in any Government/Semi Government department, Board or Corporation are required to route their application through proper channel. The application should be addressed to the **"The District and Sessions Judge, Nuh"** and should have a reference to the advertisement published in the newspaper or displayed on the Notice Board.

Application forms for the post of Stenographer is also available on the website of District Courts, Nuh i.e. http://districts.ecourts.gov.in/mewat .

The incomplete applications and filled without photographs and without attested copies of the relevant testimonials/certificates and received after due date or before the date of advertisement shall be out-rightly rejected without any information to the candidates.

Unsigned application will be deemed to be rejected. The applications of candidates, who are underage or overage will also be deemed to be rejected. Candidates will not be allowed to change the category once mentioned in the application.

The number of vacancies may increase or decrease. In case of non-availability of candidates belonging to reserved category, then the posts may be filled up from among the candidates available in unreserved category, subject to availability, in terms of explanation to Rule 7 of the Haryana Subordinate Court Establishment (Recruitment and General Conditions of Service) Rules, 1997.

No separate call letter for the written test, computer Proficiency test and computer typing test to be conducted shall be issued to any candidate and candidates are advised to see public notice to be affixed on the notice board of Court of undersigned as well as on the website of District Courts, Nuh i.e. http://districts.ecourts.gov.in/mewat . Candidates shall bring their original testimonial and identity proof at the time of tests. No TA/DA will be given to any

candidate(s) whosoever appears for the tests.

The decision of the Selection Committee in all matters relating to acceptance or rejection of an application, eligibility/suitability of the applicants, mode/criteria for selection etc. shall be final and binding on the applicants.

The aforesaid vacancies will be filled-up, for a period of six months or till regular appointments are made by the Hon'ble High Court of Punjab and Haryana, Chandigarh, whichever is earlier.

-Sd/-

Dated: 30.09.2025

District and Sessions Judge,
Nuh

To

The learned District and Sessions Judge,
Nuh

Subject: Application for the post of Stenographer on adhoc basis.

Respected Sir,

I have the honour to submit that I have come to know that some posts of Stenographer on adhoc basis are lying vacant under your control. I offer my services for the same. My bio-data and other particulars are as under:

Name (in Capital Letters)	
Father's/Husband's Name	
Date of Birth	
Sex	
Marital Status	
Category(mandatory), if any (alongwith attested copy of certificate issued by the Competent Authority)	
Education Qualification	
Permanent Address	
Postal Address	
Experience, if any	
Contact/Mobile No.	

Yours faithfully,

(Signature of applicant)