

Office of the District Judge Uttar Dinajpur at Raiganj
English Department

Employment Notification

No. 01/DRC

Dated: **13.05.2026**

Applications are invited from the willing **Retired Government Employees** (Indian Citizens) who are physically fit and mentally alert and preferably having knowledge of Court proceedings for filling up the following vacancies in the Fast Track Courts under the Judgeship of Uttar Dinajpur purely on contractual basis up to 62 years of age.

Such contractual appointment is subject to approval of the Appointment Committee of the Cabinet and periodical retention.

Name of the Post	Number of vacancies
Stenographer	2
Peon	1

Qualifications required:

- For Stenographer:-
 - a) minimum 10+2 passed or its equivalent,
 - b) English Short-hand speed 80 w.p.m.,
 - c) English Type writing speed 30 w.p.m.,
 - d) Knowledge in English and Bengali language and Computer operation
- For Peon :- Minimum Class VIII passed. Acquainted with office work.

Selection Procedure:-

- For Stenographer: - Skill Test +Type writing Test (in English)+ Computer Test and Interview.
- For Peon :- Interview

Pay :-

Grant of pay and allowances in favour of the employees directly appointed on contract basis shall be governed by letter no. 12 (23)-JD/X/1B-30/6 dated 14.01.2021 of the Judicial Department, Government of West Bengal. There will be no annual increment.

Candidates are requested to visit the Official website of the Uttar Dinajpur Judgeship <https://uttardinajpurcourts.gov.in> for all further communication and information regarding the employment process

Interested retired Government employees may apply by filling up the prescribed format, which is affixed alongside Application must be submitted with self-attested photocopies of all requisite testimonials, PPO and fitness Certificate issued by a registered medical practitioner. One recent passport sized photograph of the candidate to be pasted on the application. The filled in application form must be sent through Speed Post only to the following address :-

The District Judge, District Court, Uttar Dinajpur at Raiganj, Pin Code - 733134

The filled in application form must reach the address aforesaid, within 08.06.2026. No application shall be accepted, if received through Ordinary Post or if received after 08.06.2026. List of eligible candidates shall be uploaded on the website of Uttar Dinajpur Judgeship on 15.06.2026.

Since the service is purely contractual there is no reservation of post in any category.

No Application Fees is payable.

Date and Venue of Walk in Interview and Skill Test as well as verification of testimonials:
20 /06/ 2026(Reporting time : 11.30 am at first floor, New Court Building)

The willing candidates are requested to follow the website accordingly on regular basis .

District Judge
Uttar Dinajpur at Raiganj

APPLICATION FORM

POST APPLIED FOR – **STENOGRAPHER**

To
The District & Sessions Judge
Uttar Dinajpur.
PIN-733134

One recent size
passport
photograph duly
signed by the
candidate to be
pasted here.

Sir,

I beg to apply for the post of **Stenographer** on contractual basis, in Your Judgeship and I beg to submit my particulars as per prescribed format, given below:-

1. Full Name (in block letter) :

2. Name of the Father/Husband :

3. Date of Birth :

(Give attested supporting documents,
like Madhyamik Admit Card/ Certificate etc.)

4. Age as on 01.01.2026 :

5. Sex (Male/Female) :

6. Nationality :

7. Religion :

8. a) Address (Permanent) :

b)Address for Communication :

9. Educational Qualification :

(Give self attested Marksheet/Certificate of Madhyamik / 10th Standard Examination and highest qualification)

11 Details of knowledge in Computer Operation/Typing :

(Give self attested supporting documents)

12 Do you know Ordinary Type-writing :

If so, give details

(Give self attested supporting documents)

13. Knowledge in Shorthand (English) :

(Give details)

(Give self attested supporting documents)

14. Other Qualifications, if any :

(Give self attested supporting documents)

15. Details of Working Experience :

(Give self attested supporting documents)

Declaration

I, hereby declare that, all statements made in this application are true, complete and correct to the best of knowledge and belief and in the event of any information being found false, my candidature is liable to be cancelled

Yours faithfully,

Date:

Signature of the Applicant

Place :

List of Enclosures:-

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

APPLICATION FORM

POST APPLIED FOR – Peon

To
The District & Sessions Judge
Uttar Dinajpur.
PIN-733134

One recent size
passport
photograph duly
signed by the
candidate to be
pasted here.

Sir,

I beg to apply for the post of **Peon** on contractual basis, in Your Judgeship and I beg to submit my particulars as per prescribed format, given below:-

1. Full Name (in block letter) :
2. Name of the Father/Husband :
3. Date of Birth :

(Give attested supporting documents,
like Madhyamik Admit Card/ Certificate/ Birth Certificate)

4. Age as on 01.01.2026 :
5. Sex (Male/Female) :
6. Nationality :
7. Religion :
8. a) Address (Permanent) :
- b)Address for Communication :

9. Educational Qualification :

(Give self attested supporting documents of Educational Qualification)

14. Other Qualifications, if any :

(Give self attested supporting documents)

15. Details of Working Experience :

(Give self attested supporting documents)

Declaration

I, hereby declare that, all statements made in this application are true, complete and correct to the best of knowledge and belief and in the event of any information being found false, my candidature is liable to be cancelled

Yours faithfully,

Date:

Place :

Signature of the Applicant

List of Enclosures:-

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