

OFFICE OF THE DISTRICT AND SESSIONS JUDGE, BHIWANI.

NOTICE OF PUBLIC EMPLOYMENT

Applications are invited to fill up 01 temporary post of Process Server (General Category) and 05 temporary posts of Peon (General Category-04 and Schedule Caste-01) in Bhiwani Sessions Division, subject to continuation of said temporary posts for next financial year, in the Pay Scale of DL(16900-53500) plus usual allowances as admissible to Haryana Government Employees from time to time.

Note:- The number of vacancies may be increased or decreased at any time before the completion of selection process without giving any prior notice to the candidates.

1. QUALIFICATION

For Process Server:- The applicant should have passed matriculate standard examination and possess knowledge of Hindi or Punjabi. The applicant should fulfill the condition of qualification on the last date of receipt of application.

For Peon:- The applicant should have passed middle standard examination and possess knowledge of Hindi/Punjabi. The applicant should fulfill the condition of qualification on the last date of receipt of application.

2. Age Limit:

No person shall be recruited to the service if he/she is less than 18 years or is more than 42 years of age as on 01.01.2023, provided that relaxation in upper age limit is admissible to the reserved categories as per instructions of the Hon'ble High Court of Punjab and Haryana at Chandigarh and/or Haryana Government.

3. Last date:

The last date for receipt of the applications by post, by hand or by any other mode in the office of the undersigned i.e. The District and Sessions Judge, Bhiwani is 11.02.2023 upto 05:00 pm. Applications received thereafter shall be straightaway refused without any further correspondence. Delay on the part of the postal or other authorities shall be no ground for entertaining the applications received after due date. If the application is submitted by hand, the candidate/person submitting the application shall follow all guidelines/advisories/instructions issued by the Government of India and Haryana Government as precautionary measures to stop spread of COVID-19 virus etc. including use of mask, hand sanitizers and social distancing of 6 feet etc.

4. Candidates working in the Government Department, Semi-Govt. Department, any Government Corporation/Board/Institution are required

to apply through proper channel.

5. Application Form can be downloaded from the website of District Courts Bhiwani i.e. <https://districts.ecourts.gov.in/india/haryana/bhiwani/recruit>.
6. One latest passport size colored photograph duly attested from a gazetted officer must be affixed on the application form in the given space and self attested photocopies of the educational documents and certificates regarding category, experience etc. must be attached with the application form. The candidates must bring their original testimonials and one identity proof at the time of interview/reporting time.
7. Incomplete applications in any manner shall be rejected straightaway without assigning any reason whatsoever. No correspondence whatsoever shall be entertained in respect of incomplete applications or those which are refused by this office for receipt after expiry of the last date i.e. 11.02.2023.
8. The applicants should disclose all their educational and other qualifications in the application form. Non-disclosure thereof may disqualify the concerned candidate for appointment and may also render him/her liable for prosecution under relevant provisions of law.
9. The applicants who fulfill the above-said qualifications for the above-said posts will have to appear for interview in the Judicial Complex, Bhiwani in sequence of Alphabets of their names mentioned against the date and time given below:-

Date	Day	Time	Name of the candidates as per first English Alphabet
22.02.2023	Wednesday	12:00 noon onwards	A to B
23.02.2023	Thursday	12:00 noon onwards	C to J
24.02.2023	Friday	12:00 noon onwards	K to M
27.02.2023	Monday	11:00 am onwards	N to R
28.02.2023	Tuesday	11:00 am onwards	S
01.03.2023	Wednesday	2:00 pm onwards	T to Z & candidates sponsored by District Employment Exchanges and Zila Sainik Boards.

10. If all the candidates in the above stated sequence are not interviewed on the date fixed due to large number of candidates or otherwise, the interview of remaining candidates will be conducted on the day fixed by the Selection Committee.
11. No separate call letters for the interview shall be issued.
12. No TA/DA shall be paid to the candidates for appearing in the interview.

- 13.** Reporting time will be 09:30 am on the date of interview.
- 14.** During the interview in the Judicial Complex, Bhiwani the candidate shall follow all guidelines/advisories/instructions issued by the Government of India and Haryana Government as precautionary measures to stop spread of COVID-19 virus etc. including use of mask, hand sanitizers and social distancing of 6 feet etc.

Sd/-
District and Sessions Judge
Bhiwani