

OFFICE OF THE DISTRICT & SESSIONS JUDGE, LUDHIANA

PUBLIC NOTICE

Applications on prescribed proforma are invited for filling up of 35 posts of Peon and 7 posts of Process-Server (including 26 posts of Peons and 6 posts of Process Server already advertised vide Employment Notice No.1 of 2020 and No.2 of 2020, respectively read with public notice dated 20.2.2020). The application on prescribed proforma shall reach the below mentioned address by 17.2.2021 before 5:00 PM.

"Office of the District & Sessions Judge, Ludhiana,
New Judicial Courts Complex, Ludhiana"

The candidates who had already applied for said posts in pursuance of the Employment Notice No.1 of 2020 and No.2 of 2020 and whose names are already appearing in Annexure 'A' & 'C' i.e. "Roll Number wise list of candidates for the post of Peon & Roll Number wise list of candidates for the post of Process Server", respectively, available on the website i.e. <https://districts.ecourts.gov.in/india/punjab/ludhiana/recruit> **SHOULD NOT APPLY AGAIN**. Applications of such candidates are already registered with this office and stand valid for their candidature against this public notice. However, the candidate(s) whose names is standing in the list of rejected application (Annexure B, D & E) are at liberty to apply again subject to fulfilling the eligibility conditions as enumerated in the employment notice No.1 & 2 of 2021.

For further details and specimen of proforma, candidates can see Employment notice No.1 of 2021 and Employment Notice No.2 of 2021 of Peon and Process-Server, respectively, which are available on the official website "<https://districts.ecourts.gov.in/ludhiana>."

Sd/-
District and Sessions Judge,
Ludhiana.

Endst. No.472/G Dated, Ludhiana the 3 February, 2021.

A copy is forwarded to the followings for information and necessary action:-

1. All the District & Sessions Judges in the State of Punjab (alongwith Copy of Employment Notice No.1 of 2021 and Employment Notice No.2 of 2021)

- with request to obtain and send the applications supported by the service record of retrenched/ surplus Process-Server, Peon, if any, to this office, on or before 17.2.2021;
2. All the Judicial Officers working in this Sessions Division, to display the notice on the Notice Boards of their Courts;
 3. The Deputy Commissioner, Ludhiana with a request to get it displayed on the notice Board of his office;
 4. The Editor, Daily Suraj with a request to publish the above-mentioned notice and send the copy of newspaper along with bill, to this office at the earliest;
 5. The Deputy Director, Employment Generation and Training, District Bureau of Employment Generation and Training, Ludhiana alongwith copy of Employment Notice No.1 of 2021 and Employment Notice No.2 of 2021 and form of notification of vacancies with the request to send applications of eligible candidates with list;
 6. The System Officer with the directions to upload the above public notice alongwith Employment Notice 1 of 2021 and Employment Notice 2 of 2021 on the official website of ["https://districts.ecourts.gov.in/ludhiana."](https://districts.ecourts.gov.in/ludhiana)
 7. Daftri of this office with a direction to display this notice on the Notice Board of this Office.

Sd/-
District and Sessions Judge,
Ludhiana.

EMPLOYMENT NOTICE

NO.1 OF 2021

OFFICE OF THE DISTRICT AND SESSIONS JUDGE, LUDHIANA

PUBLIC NOTICE

Applications are invited for the filling up 35 posts of Peons (including 26 posts already advertised vide employment notice No.1 of 2020) from the eligible candidates on the prescribed proforma (given below) alongwith attested copies of relevant testimonials i.e. proof of qualification, date of birth, category etc. alongwith two passport size photographs (one to be pasted on the right upper side of the prescribed proforma), up till the 5:00 PM of 17.2.2021:-

Sr. No	Pay Scale	Minimum qualification	Age limit	Category wise breakup																		
1	Fixed monthly emoluments of Rs.5300/- which is equal to the minimum of the pay band of the pay scale of Rs.4900-10680+ G.P. 1650 during probation period in accordance with the Punjab Government letter No.7/204/212-4FPI/66 dated 15.01.2015 or as per instructions issued by the Punjab Govt. and Hon'ble Punjab and Haryana High Court, Chandigarh from time to time.	The candidate should have knowledge of Punjabi language upto middle standard.	The candidate should be between 18 to 35 years of age as on 1.1.2021. The relaxation of age will be given to the candidates belonging to reserve category, as per instructions of the Hon'ble High Court as well as Punjab Government.	<table><tr><td>General</td><td>19</td></tr><tr><td>SC (Mazbhi/Balmiki)</td><td>4</td></tr><tr><td>PHC</td><td>1*</td></tr><tr><td>SC(Others)</td><td>3</td></tr><tr><td>BC/OBC</td><td>3</td></tr><tr><td>ESM (General)</td><td>3</td></tr><tr><td>ESM(SC)</td><td>1</td></tr><tr><td>ESM (BC/OBC)</td><td>1</td></tr><tr><td>Total</td><td>35</td></tr></table> <p>*Note: - The post of PHC will be filled up from the persons suffering from Blindness/ Low Vision.</p>	General	19	SC (Mazbhi/Balmiki)	4	PHC	1*	SC(Others)	3	BC/OBC	3	ESM (General)	3	ESM(SC)	1	ESM (BC/OBC)	1	Total	35
General	19																					
SC (Mazbhi/Balmiki)	4																					
PHC	1*																					
SC(Others)	3																					
BC/OBC	3																					
ESM (General)	3																					
ESM(SC)	1																					
ESM (BC/OBC)	1																					
Total	35																					

- The candidates who had already applied for the post of Peon in pursuance of the Employment Notice No.1 of 2020 read with Public Notice dated 20.2.2020 published in the Newspaper "Daily Suraj" on dated 21.2.2020 and whose names are already appearing in Annexure 'A' i.e. "Roll Number wise list of candidates for the post of Peon" available on the official website i.e. "<https://districts.ecourts.gov.in/india/punjab/ludhiana/recruit>" **SHOULD NOT APPLY AGAIN**. However, the candidate(s) whose application is standing in the list of rejected application (Annexure B & E) are at liberty to apply again subject to fulfilling the eligibility conditions as per this employment notice.
- The above-mentioned reservation roster will be observed, provided that where no candidate of reserved category is available, then appointment shall be made from general category.
- Number of vacancies may be altered without any prior notice.
- Only Scheduled Caste, PHC, BC/OBC, Ex-Serviceman candidates of Punjab domicile are eligible for seeking benefit of reservation.

SELECTION CRITERIA

The selection of the candidates will be made purely on merit basis to be prepared on the basis of marks obtained by the candidates in the interview.

DATE OF INTERVIEW

The interview will be conducted on 1.3.2021, 2.3.2021, 3.3.2021, 4.3.2021, 5.3.2021, 6.3.2021, 8.3.2021, 9.3.2021, 10.3.2021, 12.3.2021, 15.3.2021, 16.3.2021, 17.3.2021, 18.3.2021, 19.3.2021. However, the further details of interview e.g. dates of interview of candidates, timing of interview, list of candidates and revised list/ new list of roll numbers, will be displayed on the notice board of the Office of the undersigned as well as on the website <https://districts.ecourts.gov.in/ludhiana>. Candidates in their own interest are advised to check the website, frequently. No separate/ individual information will be given by this office.

VENUE OF INTERVIEW

Office of the undersigned, (New Judicial Courts Complex, Ludhiana, backside District Administrative Complex (DC Office), Ludhiana)

NOTES

1. Application on prescribed proforma should be legibly filled up in CAPITAL LETTERS with complete particulars. Candidate has to send the "signed application form" along with all required supporting documents. Application sent by post in an envelope must be super scribed "APPLICATION FOR THE POST OF PEON" Further, one envelope should contain only one application.
2. The forms which are wrongly filled up or incomplete information will be summarily rejected. No correspondence in this regard will be made by this office.
3. This office will not be responsible for any postal delay or wrong delivery, whatsoever. Applications received after due date shall not be entertained.
4. The candidates are required to bring at least one photo ID proof on the day of interview. Otherwise, the candidate will not be allowed to appear in the interview.
5. The candidates shall wear masks throughout the process of his/her interview. Further, the candidates will strictly adhere to the guidelines issued by the MHA, India, State Govt and Hon'ble High Court viz-a-viz COVID-19.
6. No separate TA/DA will be given to the candidates appearing for test/interview.
7. The scheduled interview can be postponed, without any prior notice. In that case, next date of interview shall be displayed on the notice board of this Office as well as on the website, stated above. No separate intimation will be sent to any candidate. Candidates in their own interest are advised to check the website, frequently.
8. Before applying to the abovesaid post, the candidates should ensure that he/she fulfils eligibility criteria. The recruitment committee shall reserve the right to reject the applications not fulfilling the requisite criteria at any stage of recruitment and if erroneously appointed such candidates shall be removed from the service besides further action as per law.
9. Merely satisfying the eligibility criterion does not entitle a candidate to be selected. This office/recruitment Committee shall reserve the right to alter/modify or change any of the terms and conditions including selection criteria etc. spelt out in the public notice/employment notice.
10. The candidate will have the opportunity to bring the discrepancies/error, if any, into the notice of this office well within the specified given time. After that, no objection shall be entertained.

Sd/-
District and Sessions Judge,
Ludhiana.

(PROFORMA)

APPLICATION FOR THE POST OF PEON IN SESSIONS DIVISION,
LUDHIANA

1. Name	:	_____	Paste Photograph
2. Father's Name	:	_____	
3. Date of Birth	:	_____	
4. Age as on 1.1.2021	:	_____	
5. Qualification (attach Proof):		_____	
6. Category (attach Proof)	:	_____	
7. Whether knowledge of Punjabi:		_____	
		language upto middle standard or not (attach proof)	
8. Permanent Address	:	_____	
9. Correspondence Address	:	_____	
10. Nationality	:	_____	
11. Telephone No. /Mobile No.:		_____	
12. List of documents	:	_____	

Declaration:-

I declare that

- (i) I had not applied against the post of Peon in pursuance of the Employment Notice No.1 of 2020 read with Public Notice dated 20.2.2020;
- (ii) My name is not appearing in the Annexure 'A' i.e. Roll Number wise list of candidates for the post of Peon as issued against the Employment Notice No.1 of 2020 which is available in the recruitment tab/ link on the website i.e. "<https://districts.ecourts.gov.in/india/punjab/ludhiana/recruit>"; and
- (iii) The aforementioned information is correct to the best of my belief.

(Signature of applicant)

EMPLOYMENT NOTICE

NO.2 OF 2021

OFFICE OF THE DISTRICT AND SESSIONS JUDGE, LUDHIANA

PUBLIC NOTICE

Applications are invited for the filling up 7 posts of Process Server (including the 6 posts already advertised vide employment notice No.2 of 2020) from the eligible candidates on the prescribed proforma (given below) alongwith attested copies of relevant testimonials i.e. proof of qualification, date of birth, category alongwith two passport size photographs (one to be pasted on the right upper side of the prescribed proforma), up till the **5:00 PM of 17.2.2021:-**

Sr. No.	Pay Scale	Minimum qualification	Age limit	Category wise breakup		
1	Fixed monthly emoluments of Rs.5300/- which is equal to the minimum of the pay band of the pay scale of Rs.4900-10680+ G.P. 1800 during probation period in accordance with the Punjab Government letter No.7/204/212-4FPI/66 dated 15.01.2015 or as per instructions issued by the Punjab Govt. and Hon'ble Punjab and Haryana High Court, Chandigarh from time to time.	The candidate should have passed matriculation examination with knowledge of Punjabi language.	The candidate should be between 18 to 35 years of age as on 1.1.2021. The relaxation of age will be given to the candidates belonging to reserve category, as per instructions of the Hon'ble High Court as well as Punjab Government.	General 5 SC (Mazbhi/ Balmiki) 1 ESM(SC) 1 <table border="1"><tr><td>Total</td><td>7</td></tr></table>	Total	7
Total	7					

- The candidates who had already applied for the post of Process Server in pursuance of the Employment Notice No.2 of 2020 read with Public Notice dated 20.2.2020 published in the Newspaper "Daily Suraj" on dated 21.2.2020 and whose names are already appearing in Annexure 'C' i.e. Roll Number wise list of candidates for the post of Process Server available on the official website i.e. "<https://districts.ecourts.gov.in/india/punjab/ludhiana/recruit>" **SHOULD NOT APPLY AGAIN**. However, the candidate(s) whose application is standing in the list of rejected application (Annexure D & E) are at liberty to apply again subject to fulfilling the eligibility conditions as per this employment notice.
- The above-mentioned reservation roster will be observed, provided that where no candidate of reserved category is available, then appointment shall be made from general category.
- Number of vacancies may be altered without any prior notice.
- Only Scheduled Caste, Ex-Serviceman candidates of Punjab domicile are eligible for seeking benefit of reservation.

SELECTION CRITERIA

The selection of the candidates will be made purely on merit basis to be prepared on the basis of marks obtained by the candidates in the interview.

DATE OF INTERVIEW

The interview will be conducted on 1.3.2021, 2.3.2021, 3.3.2021, 4.3.2021, 5.3.2021, 6.3.2021, 8.3.2021, 9.3.2021, 10.3.2021, 12.3.2021, 15.3.2021, 16.3.2021, 17.3.2021, 18.3.2021, 19.3.2021. However, the further details of interview e.g. dates of interview of

candidates, timing of interview, list of candidates and revised list/ new list of roll numbers, will be displayed on the notice board of the Office of the undersigned as well as on the website “<https://districts.ecourts.gov.in/ludhiana>.” Candidates in their own interest are advised to check the website, frequently. No separate/ individual information will be given by this office.

VENUE OF INTERVIEW

Office of the undersigned, (New Judicial Courts Complex, Ludhiana, backside District Administrative Complex (DC Office), Ludhiana)

NOTES

1. Application on prescribed proforma should be legibly filled up in CAPITAL LETTERS with complete particulars. Candidate has to send the "signed application form" along with all required supporting documents. Application sent by post in an envelope must be superscribed “APPLICATION FOR THE POST OF PROCESS SERVER”. Further, one envelope should contain only one application.
2. The forms which are wrongly filled up or incomplete information will be summarily rejected. No correspondence in this regard will be made by this office.
3. This office will not be responsible for any postal delay or wrong delivery, whatsoever. Applications received after due date shall not be entertained.
4. The candidates are required to bring at least one photo ID proof on the day of interview. Otherwise, the candidate will not be allowed to appear in the interview.
5. The candidates shall wear masks throughout the process of interview. Further, the candidates will strictly adhere to the guidelines issued by the MHA, India, State Govt and Hon’ble High Court viz-a-viz COVID-19.
6. No separate TA/DA will be given to the candidates appearing for test/interview.
7. The scheduled interview can be postponed, without any prior notice. In that case, next date of interview shall be displayed on the notice board of this Office as well as on the website, stated above. No separate intimation will be sent to any candidate. Candidates in their own interest are advised to check the website, frequently.
8. Before applying to the abovesaid post, the candidates should ensure that he/she fulfils eligibility criteria. The recruitment committee shall reserve the right to reject the applications not fulfilling the requisite criteria at any stage of recruitment and if erroneously appointed such candidates shall be removed from the service besides further action as per law.
9. Merely satisfying the eligibility criterion does not entitle a candidate to be selected. This office/recruitment Committee shall reserve the right to alter/modify or change any of the terms and conditions including selection criteria etc. spelt out in the public notice/employment notice.
10. The candidate will have the opportunity to bring the discrepancies/error, if any, into the notice of this office well within the specified given time. After that, no objection shall be entertained.

Sd/
District and Sessions Judge,
Ludhiana.

(PROFORMA)

APPLICATION FOR THE POST OF **PROCESS-SERVER** IN SESSIONS
DIVISION, LUDHIANA

1.	Name	:	_____	Paste Photograph
2.	Father's Name	:	_____	
3.	Date of Birth	:	_____	
4.	Age as on 1.1.2021	:	_____	
5.	Qualification (attach Proof)	:	_____	
6.	Category (attach Proof)	:	_____	
7.	Whether passed matriculation examination with knowledge of Punjabi language (attach proof)	:	_____	
8.	Permanent Address	:	_____	
9.	Correspondence Address :		_____	
10.	Nationality	:	_____	
11.	Telephone No. /Mobile No.	:	_____	
12.	List of documents	:	_____	

Declaration:-

I declare that

- (i) I had not applied against the post of Process Server in pursuance of the Employment Notice No.2 of 2020 read with Public Notice dated 20.2.2020;
- (ii) My name is not appearing in the Annexure 'C' i.e. Roll Number wise list of candidates for the post of Process Server as issued against the Employment Notice No.2 of 2020 which is available in the recruitment tab/ link on the website i.e. "<https://districts.ecourts.gov.in/india/punjab/ludhiana/recruit>"; and
- (iii) The aforementioned information is correct to the best of my belief.

(Signature of applicant)