

OFFICE OF THE DISTRICT AND SESSIONS JUDGE, KAITHAL

EMPLOYMENT NOTICE

Applications are invited from the eligible candidates for 06 (six) posts (General-04, SC-01 and BC-A -01) of Peon in the pay matrix of DL (16900-53500) plus other allowances, purely on temporary basis. Number of vacancies may decrease/increase on account of creation/withdrawal of the Courts or otherwise.

ESSENTIAL QUALIFICATION:

The candidate for the post of Peon must have passed Middle Standard Examination and possess knowledge of Hindi/Punjabi.

AGE LIMIT:

The candidate should not be less than 18 years and more than 42 years of age as on 01.01.2020. Relaxation in age will be given to the candidates of reserved categories as per the Haryana Government instructions.

ESSENTIAL PARTICULARS AND LAST DATE OF SUBMISSION OF APPLICATION:

Application on plain paper giving complete bio-data i.e. Name of the Applicant; Father's/husband's Name; Date of Birth; Category; Educational Qualification; Permanent Address; Contact number; Experience, if any, duly supported by self attested copies of testimonials; one latest passport size photograph pasted on the application, alongwith one self addressed envelope affixing thereon a stamp of Rs. 5/- should reach in the office of undersigned on or before **28.02.2020 upto 5:00 p.m.** The applicants are required to bring original testimonials and identity proof i.e. Aadhar Card, PAN Card, Voter Card etc. on the date of interview for verification. The candidates are advised to check the official website of this office i.e.

<http://districts.ecourts.gov.in/kaithal> on regular basis to see notifications and final result etc.

SCHEDULE OF INTERVIEW:

The candidates shall appear for interview in the Judicial Court Complex, Kaithal in sequence of alphabets of their names mentioned against the dates given below:-

Date	Day	Name of the Candidates starting by the following aplhabet
12.03.2020	Thursday	A, B & C
13.03.2020	Friday	D, E, F, G & H
16.03.2020	Monday	I, J, K, L & M
17.03.2020	Tuesday	N, O, P & Q
18.03.2020	Wednesday	R
19.03.2020	Thursday	S
20.03.2020	Friday	T to Z and the names of the candidates sponsored by the Employment Exchange.

Reporting time of the candidates shall be **11:00 a.m.** in Judicial Courts Complex, Kaithal and the interview shall commence at **1:30 p.m. onwards** on the aforesaid dates.

Note:-

1. If all the candidates in the sequence are not interviewed on the date fixed due to heavy strength of the candidates or otherwise, the interview of the remaining candidates will be taken on the some other date which would be notified on the official website of this office.
2. No separate call letters for the interview shall be sent to the candidates.
3. No TA/DA will be paid to any candidate for appearing in the interview.
4. Incomplete applications shall be rejected straightway without assigning any reason whatsoever. No correspondence, whatsoever, will be entertained in respect of incomplete applications or the applications received in this office after the last date **i.e. 28.02.2020**. If on verification at any time before or after the said interview, it is found that

an applicant does not fulfill any of the eligibility condition, his/her candidature shall stand cancelled without any notice.

5. This office shall not be responsible for any kind of postal delay.
6. The decision of competent authority to shortlist the names of the candidates for interview shall be final.
7. Applications should reach at below mentioned address by mentioning on the top of the envelope **“APPLICATION FOR THE POST OF PEON”**:-

**The Superintendent,
Office of District and Sessions Judge,
Judicial Court Complex,
Kaithal (Haryana).**

Sd/-
(Naresh Katyal)
District and Sessions Judge,
Kaithal.