

# **OFFICE OF THE DISTRICT AND SESSIONS JUDGE, BHIWANI**

## **NOTICE OF PUBLIC APPOINTMENT**

Applications are invited to fill up **03** temporary posts of Process-Servers (General), **05** temporary posts of Peons (General-4, SC-1) and **02** temporary posts of Sweepers (General) subject to the continuation of said temporary posts for next financial year, in the pay scale of DL(16900-53500) for the post of Process Servers and Peons and DL(16900-53500 + Rs. 625/- as Special Allowance) for the post of Sweepers plus usual allowances respectively, as admissible to Haryana Government Employees from time to time.

**Note:-Number of vacancies may increase or decrease on creation or withdrawal of Courts or otherwise.**

1. **Qualification:**

**Process Server:** Matriculation with knowledge of Hindi or Punjabi.

**Peon:** Middle Standard pass and having knowledge of Hindi/Punjabi.

**Sweeper:** (i) He should have experience of the duties required to be performed by him.

(ii) He should be able to sign in Hindi or Gurmukhi language.

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 01.01.2019, 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 registered post or by hand is 08.03.2019 upto 5:00 PM. No application received thereafter shall be entertained in any case. Delay on the part of the postal authorities shall be no ground for entertaining the applications received after due date. The applicants are required to submit separate application for each post.

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. Incomplete applications i.e. applications without passport size photograph(s) duly attested from a gazetted officer and self attested copies of the relevant testimonials/certificates or any other requisite information or documents shall be out rightly rejected without any information to the candidates.

7. The applicants who fulfill the abovesaid qualifications for the posts of Process Servers, Peons and Sweepers will have to appear for interview in the Judicial Courts Complex, Bhiwani in sequence of Alphabets of their names mentioned against the dates given below:-

**For the posts of Process Servers.**

Date	Day	Time	English Alphabets
12.03.2019	Tuesday	12:00 Noon	A to J

13.03.2019	Wednesday	12:00 Noon	K to Q
14.03.2019	Thursday	12:00 Noon	R and S
15.03.2019	Friday	12:00 Noon	T to Z & candidates sponsored by District Employment Exchange and Zila Sainik Board.

**For the posts of Peons.**

Date	Day	Time	English Alphabets
16.03.2019	Saturday	12:00 Noon	A to J
17.03.2019	Sunday	10:00 A.M.	K to Q
18.03.2019	Monday	12:00 Noon	R and S
19.03.2019	Tuesday	12:00 Noon	T to Z & candidates sponsored by District Employment Exchange and Zila Sainik Board.

**For the posts of Sweepers.**

Date	Day	Time	English Alphabets
20.03.2019	Wednesday	12:00 Noon	A to Z and Candidates sponsored by District Employment Exchange and Zila Sainik Board.

8. 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 next working day or the day fixed by the Recruitment Committee. The candidates are required to bring their original testimonials at the time of interview/reporting time.
9. No separate call letters for the interview shall be issued.
10. No TA/DA shall be paid to the candidates for appearing in the interview.
11. Incomplete applications shall be rejected straightway without assigning any reason whatsoever. No correspondence whatsoever shall be entertained in respect of incomplete applications or those which are received in this office after due date.
12. Reservation policy as in force at the time of selection will be applicable.
13. Reporting time will be 09:30 A.M on the date of interview.

Sd/-  
District and Sessions Judge,  
Bhiwani.