

OFFICE OF THE DISTRICT & SESSIONS JUDGE: BATHINDA
PUBLIC NOTICE

Applications on the prescribed performa from the eligible candidates (with one recent passport size photograph) alongwith attested copies of testimonials are invited uptill 12.03.2018 by 5:00 p.m., for the posts mentioned below. No application will be entertained thereafter.

Sr. No.	Post	No. of posts.	Pay Scale	Qualification	Age
1	Process Server	General : 3 SC : 1 ----- Total 4	Rs.4900-10680+Rs.1650 Grade Pay.	Should be Matriculate with knowledge of Punjabi language.	18 to 35 years for General category on 01.01.2018. Age relaxation to reserved categories, as per Hon'ble High Court and Punjab Govt. Instructions.
2	Peon/ Class IV Employee (The post of Peon includes Waterman, Orderly, Library Peon, Mali-cum-Driver, Orderly, Additional Peon, Record Peon, Malkhana Peon, Malkhana Chowkidar, Mali, Chowkidar and Sweeper)	General : 2 ESM : 1 SC : 1 BC : 1 ----- Total 5	Rs.4900-10680+Rs.1300 Grade Pay.	Should have knowledge of Punjabi language upto Middle standard.	18 to 35 years for General category on 01.01.2018. Age relaxation to reserved categories, as per Hon'ble High Court and Punjab Govt. Instructions.

PROFORMA

**APPLICATION FOR THE POST OF _____
CATEGORY _____**

- 1.NAME : _____
2.FATHER'S/HUSBAND NAME : _____
3.DATE OF BIRTH : _____
4.AGE AS ON 01.01.2018 : _____
5.QUALIFICATION : _____
6.PERMANENT ADDRESS : _____
7.CORRESPONDENCE ADDRESS: _____
8.NATIONALITY : _____
9.CONTACT No./E-mail.ID (if any) : _____
10.EXPERIENCE, IF ANY : _____

Space for
photograph

(Signature of applicant)

Note:-

1. Application form of ineligible candidates would be rejected without giving any prior notice.
2. The incomplete applications and those received after due date shall not be entertained. This office will not be responsible for any postal delay or wrong delivery whatsoever.
3. In case of any administrative reasons arising later on, interview can be cancelled/ postponed without prior notice.
4. The Pay/Salary with regard to the aforesaid posts shall be admissible as per latest instructions issued by the Hon'ble High Court of Punjab and Haryana, Chandigarh or by the Government of Punjab, as the case may be.
5. Reservation in the aforesaid vacancies will be given as per Hon'ble High Court as well as Punjab Government instructions.
6. If no suitable candidate from reserve category is found suitable then the candidate amongst general category will be selected.
7. The candidate should fulfill the condition of qualification on the last date of the receipt of applications.
8. Merely satisfying the eligibility criteria does not entitle a candidate to be selected.

9. No TA/DA will be given to the candidates.
10. No separate letter for interview shall be issued to any candidate.
11. Preference will be given to the retrenched employees of Sessions Division of State of Punjab.
12. Candidates willing to apply for both posts i.e. Peon and Process Server will have to submit separate application for each post.
13. Candidates belong to reserve category will have to attach a copy of certificate of reserve category alongwith the application otherwise he will be considered in General Category.
14. Number of abovesaid posts may increase or decrease.
15. All the candidates are advised to check the official website www.ecourts.gov.in/Bathinda(see: District & Sessions Judge in home page) from time to time for any further information or updation.
16. Candidates are directed to bring original testimonials at the time of interview only and not thereafter.
17. Interview for the abovesaid posts will be conducted in this office of the undersigned as per following schedule from 10:00 am onwards:-

Interview for the Post of	Name of candidates having first name bearing alphabets	Date of Interview
Process Server & Peon	A to G	19.03.2018
Process Server & Peon	H to L	20.03.2018
Process Server & Peon	M to R	21.03.2018
Process Servers & Peon	S to Z & all the candidates of employment exchange, Bathinda.	22.03.2018


(PARAMJEET SINGH),
DISTRICT & SESSIONS JUDGE,
BATHINDA.

Endst. No. 556 / Dated: 01/03/18 /

Copy forwarded to:-

1. All the District & Sessions Judges in the State of Punjab with the request to obtain and send applications alongwith service record and ACR files of retrenched/surplus employees, if any, to this office on or before **12.03.2018.**
2. All the Judicial Officers in this Sessions Division for getting the same displayed on the notice board of their respective courts.
3. The Employment Generation & Training Officer, Employment Exchange, Bathinda, for sending the lists of eligible candidates for the above said posts on or before **12.03.2018.**
4. The Advertising Manager, The Chardikala, Patiala with the request to publish the above mentioned Public Appointment Notice in the newspaper and send the copy of Newspaper alongwith bill, to this office, at the earliest.
5. Daftri of this Office with the direction to affix the Public Notice on the Notice Board of this office.


(PARAMJEET SINGH),
DISTRICT & SESSIONS JUDGE,
BATHINDA.