

OFFICE OF THE DISTRICT AND SESSIONS JUDGE, KURUKSHETRA

EMPLOYMENT NOTICE

Applications are invited from the eligible candidates to fill up the following posts:

PROCESS SERVERS

Total Number of Vacancies	Category	Pay Scale	Remarks
02	General	Pay Matrix of FPL-DL (Rs.16900-53500) plus other usual allowances	Purely temporary but on regular basis

PEONS

Total Number of Vacancies	Category						Pay Scale	Remarks
12 <i>(including 8 number of anticipated posts)</i>	General	SC/ST	BC-A	BC-B	PwBD (Blindness & Low Vision) (General)	ESM (General)	Pay Matrix of FPL-DL (Rs.16900-53500) plus other usual allowances	Purely temporary but on regular basis
	05	02	02	01	01	01		

The number of vacancies may be increased or decreased due to creation/withdrawal of Courts or otherwise.

Reservation will only be applicable to the candidates of Haryana State having Haryana domicile. Candidates of reserved category of other States/U.T. will be considered as a candidate of 'General' Category. Reservation Policy as enforced at the time of selection would be considered and applicable, provided that in case of non-availability of suitable candidate of reserved category for the posts of Process Server and Peons, the reserved posts shall be filled up from the suitable candidate(s) of 'General' category. The recruitment shall be made strictly in accordance with Rule 7 of the Haryana Subordinate Court Establishment (Recruitment and General Conditions of Service) Rules, 1997 and relevant instructions.

ESSENTIAL QUALIFICATION

FOR POST OF PROCESS SERVER

Matriculate with knowledge of Hindi or Punjabi

FOR POST OF PEON

Candidates who have passed Middle standard examination and possess knowledge of Hindi or Punjabi

By..

AGE LIMIT

Age limit for the above-said posts (category-wise) as on 01.01.2024 shall be as under:

Sr. No.	Category	Minimum Age Limit	Maximum Age Limit	Remarks
1	General	18	42	-
2	SC/ST of Haryana	18	47	-
3	BC of Haryana	18	47	-
4	Ex-Serviceman of Haryana	18		To the extent of his military service added by three years provided- (a) He has rendered continuous military service for a period of not less than six months before his release: and (b) He was released otherwise than by way of dismissal or discharge on account of misconduct or inefficiency
5	PwBD (Blindness and Low vision) of Haryana	18		Upper age is relaxable by 10 years from their original category subject to maximum age of 55 years
6	In Service Employees	18	45	In case of person already in employment of Punjab/ Haryana Govt., other State Govt. or the Govt. of India, High Court and other Subordinate Courts and U.T. Chandigarh
7	Unmarried women, Wives of military personnel who are disabled while in military service, widowed or legally divorced women provided she has not remarried and judicially separated women residing separately for more than two years from the date as prescribed above	18	47	-
8	Persons who have already worked or presently working on adhoc/contract/work-charged/daily wages basis in any Department/Board/ Corporation of Haryana Government	18		Equal to the period of experience on adhoc/contract/work-charged/daily wages basis excluding the period of break, if any, subject to attaining the maximum age of 55 years

Dy.

LAST DATE

Last date for receipt of applications shall be **08.02.2024 upto 04:00 P.M.**

DATE AND PLACE OF INTERVIEW

Interview shall be held in alphabetical order of the names of candidates as per schedule given below:

FOR THE POSTS OF PROCESS SERVER

17.02.2024 (Saturday) (from 1.30 P.M. onwards)	`A` to `G`
18.02.2024 (Sunday) (from 10.00 A.M. onwards)	`H` to `R`
19.02.2024 (Monday) (from 3.00 P.M. onwards)	`S` to `Z`

FOR THE POSTS OF PEON

21.02.2024 (Wednesday) (from 3.00 P.M. onwards)	`A` to `G`
22.02.2024 (Thursday) (from 3.00 P.M. onwards)	`H` to `N`
23.02.2024 (Friday) (from 3.00 P.M. onwards)	`O` to `R`
24.02.2024 (Saturday) (from 10.00 A.M. onwards)	`S` and `T`
25.02.2024 (Sunday) (from 10.00 A.M. onwards)	`U` to `Z`

REPORTING TIME

Candidates shall report for interview at 9:00 A.M. in the office of Superintendent, District Courts, Kurukshetra. No separate call letters/intimation will be sent to the candidates.

INSTRUCTIONS


- i) Separate application for each post on plain paper affixing thereon recent passport size photograph duly attested and details of candidate viz. Name, Father's/Husband's name, Date of Birth, Sex, Educational/Academic Qualification, Category, Present/Permanent address, Contact/Mobile Number, E-mail address and Experience, if any, alongwith self-attested copies of testimonials/caste certificates etc. should reach in the office of '**District and Sessions Judge, Kurukshetra**', either by registered post or by hand well before the closing date i.e. 08.02.2024 by 4:00 P.M. **Application sent through e-mail will not be entertained.**

Signature

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- ii) Application(s) received after due date (***including delay on the part of postal authorities***) or **without requisite documents** shall not be **entertained in any manner** and will be liable to be rejected outrightly without assigning any reason and **no correspondence in this regard will be entertained.**
- iii) If on verification at any time either before or after the interview, it is found that the candidate does not fulfill any of the eligibility condition, his/her candidature will be cancelled without any notice.
- iv) Candidate(s) working in Government/Semi Government Departments or any PSU/Corporation/Board are required to apply through proper channel.
- v) Candidates are required to bring their original testimonials including caste certificates and identity proof etc. at the time of interview.
- vi) No TA/DA shall be admissible to any candidate appearing for interview.
- vii) The decision of the Selection Committee in all matters relating to acceptance or rejection of an application, eligibility/suitability of the applicants, mode/criteria for selection etc. shall be final and binding on the applicants.
- (viii) In case of any query, applicant may contact to this office Telephone Number 01744-221130.

Dated: 22.01.2024


District and Sessions Judge,
Kurukshetra