

**OFFICE OF THE DISTRICT & SESSIONS JUDGE, FAZILKA.**

**PUBLIC NOTICE**

Applications of the eligible candidates, on prescribed proforma, given below, with complete Bio-data along-with self attested copies of relevant testimonials i.e. proof of qualification, date of birth, category belongs to, two passport size photographs out of which one should be pasted on the right upper side of the prescribed proforma, are invited to fill up 06 (Six) posts of Peon upto 5:00 P.M. on 05.10.2024 as per detail given below:-

<b>Sr. No</b>	<b>Post</b>	<b>No. of Posts</b>	<b>Scale</b>	<b>Minimum Qualification</b>	<b>Age as on 01.01.2024</b>
1	<b>Peon (Class-IV)</b>  The post of Peon includes Waterman, Orderly, Library Peon, Additional Peon, Record Peon, Malkhana Peon, Malkhana Chowkidar, Mali, Chowkidar, Sweeper.	<b>Total = 06 (Six)</b>  General = 03 SC (Mazbi Sikh/Balmiki) = 02  SC (Other) = 01	Salary, Pay allowance etc. shall be governed as per the latest rules and instructions issued by the Government of Punjab for Subordinate Courts duly adopted by the Hon'ble High Court, Chandigarh from time to time.	Should have knowledge of Punjabi language upto Middle Standard.	18 to 35 years as on 01.01.2024 with the relaxation in age to the reserved categories as per rules/ instructions of Hon'ble High Court as well as Punjab Government

**(PROFORMA)**

**OFFICE OF THE DISTRICT & SESSIONS JUDGE, FAZILKA**

**APPLICATION FOR THE POST OF PEON**

**CATEGORY: \_\_\_\_\_**

1. Name (In Block Letters) : \_\_\_\_\_
2. Father /Husband Name : \_\_\_\_\_
3. Permanent Address : \_\_\_\_\_  
\_\_\_\_\_
4. Correspondence Address : \_\_\_\_\_  
\_\_\_\_\_
5. Date of Birth : \_\_\_\_\_
6. Qualification : \_\_\_\_\_
7. Nationality : \_\_\_\_\_
8. Experience, if any : \_\_\_\_\_
9. Special aptitude, if any : \_\_\_\_\_
10. List of documents attached: \_\_\_\_\_  
\_\_\_\_\_
11. Telephone/Mobile No. : \_\_\_\_\_
12. E-mail ID : \_\_\_\_\_
13. Whether any FIR/Criminal Case is/was pending or registered?: \_\_\_\_\_

**Declaration by Candidate**

I have read all the terms and conditions of this public notice and I hereby declare that the information given above has been filled by me and is correct to best of my knowledge. I further undertake to visit the website to seek latest information regarding process of recruitment at my own.

Dated:-

**(Signature of Candidate)**

**Note:-**

1. **Last date of submission of Application is 05.10.2024 upto 5:00 P.M.**
2. The incomplete applications and those received after 5:00 P.M. on due date i.e. 05.10.2024 shall be rejected, without assigning any reason. This office will not be responsible for any postal delay or wrong delivery, whatsoever.
3. Before applying for the post, the candidate should ensure that he/she fulfills eligibility criteria. This office shall reject the application not fulfilling the requisite criteria, at any stage of recruitment and if erroneously appointed such candidate shall be removed from the service.
4. Merely satisfying the eligibility criteria does not entitle the candidate to be selected. This office reserves the right to alter/modify or change any of the term and condition including selection criteria etc. Spell out in the advertisement.
5. No original documents are required to be enclosed with the application. Only self attested photocopies of basic educational qualification and other relevant testimonials are to be enclosed.
6. If any candidate is more qualified than required, the same be mentioned in Column No.6 also.
7. All the candidates will appear along-with their original testimonials in the office of undersigned on the date fixed for interview. No TA/DA will be paid to the candidate for the said purpose.
8. Number of posts, may be increased or decreased due to administrative reason. In the case of cancellation/postpone of interview due to administrative reason, this office shall not be responsible.
9. In case of cancellation/postponement of the interview due to administrative reasons, the intimation shall be published only on the website of this office.
10. The posts of reserve category will be offered to the candidate of General category, if no suitable candidate from the reserve category is found eligible as per law wherever permissible.
11. Special aptitude means any skill-set possessed by the candidate including a special knowledge of Mali/Gardening, cooking, electrician, driving, plumbing, if any.
12. All candidates must mention their contact number and e-mail Ids in the applications.
13. It is to make amply clear that no bookseller or agent has been authorized to collect application forms from the candidates. As such, any parcel received from any such agency containing application forms in bulk would not be entertained.
14. Aspirants are advised to submit their complete application form either personally on the filing counter of this office or through registered post/courier.
15. Receipt of multiple applications from a single applicant would be discouraged.
16. No request of any sort to make up deficiency in the application form would be entertained after the due date nor this office shall entertain any call or conversation regarding receipt of application forms as well as their tracking.

17. The interview will be conducted in this office at 10:00 A.M. Alphabets of the first name of the candidates and date of interview will be as under:-

**SCHEDULE OF INTERVIEW FOR THE POSTS OF PEONS**

A to I	14.10.2024
J to R	15.10.2024
S to Z	16.10.2024

**Prescribed proforma of application form is also available on the official website of this office i.e. “<https://fazilka.dcourts.gov.in/>”. All the candidates are advised to regularly check the official website of this office for any updation. No separate information in this regard will be sent to the candidates.**

**Sd/-  
(Avtar Singh),  
District & Sessions Judge,  
Fazilka.**

**Endst.No.8592/EB Dated:20.09.2024.**

Copy forwarded to the followings:-

1. All the District & Sessions Judges in the State of Punjab with the request to obtain and send the applications along-with service record of retrenched/surplus Peons, if any, to this office on or before **05.10.2024**.
2. The District Employment Generation and Training Officer, Fazilka, for sending the list of eligible candidates to this office on or before **05.10.2024**.
3. All the Judicial Officers posted in Fazilka Sessions Division to get the notice displayed on the notice board of their respective courts and copy be also given to Daftri of this office for similar compliance.
4. The Manager, “Daily Charhdikala” Newspaper, Patiala, for publishing this public notice in the newspaper on 21.09.2024.
5. System Officer/System Assistant of this office to upload the same on the official website of this office.

**Sd/-  
(Avtar Singh),  
District & Sessions Judge,  
Fazilka.**