

OFFICE OF THE DISTRICT AND SESSIONS JUDGE, NARNAUL

EMPLOYMENT NOTICE

Applications for filling up **(08) eight** vacant posts of **Peon** purely on **Ad-hoc Basis** on consolidated pay of ₹16,900/- per month, initially for a period of six months or till regular appointments are made, whichever is earlier, in Sessions Division, Narnaul are invited from General Public, as per the details given below:-

Total Post	General	General (ESM)	EWS	DSC	BC-A	PwED (LL-Lower Limb)
8	3	1	1	1	1	1

Note:- The number of vacancies may increase or decrease due to creation or withdrawal of courts, retirements, promotions, adjustment of surplus staff or otherwise, during the selection process. No intimation in this regard will be issued separately.

The selection for the aforesaid posts shall be made strictly in accordance with amended Rule 7 of the Haryana Subordinate Courts Establishment (Recruitment and General Conditions of Service) Rules, 1997

1. As per Rule 7 (x) ibid, essential qualification for the post is:

The applicant should have passed **Middle standard examination** from recognized Board/Educational Institution and possess knowledge of Hindi/Punjabi. The applicant should fulfill the condition of qualification on the last date of receipt of application.

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 01.01.2026, 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. Reservation:

- i. The benefit of reservation is admissible only to bonafide domiciles/ residents of State of Haryana, as per Government of Haryana letter No. 22/67/81-3GS III dated 15.07.1985.
- ii. As per explanation to Rule 7 (iii) of Haryana Subordinate Courts Establishment (Recruitment and General Conditions of Service) Rules, 1997 'Where No candidate of reserved category is available then appointment would be made from General category'.

4. Last date:

The last date for receipt of the applications by post or by hand in the office of the District and Sessions Judge, Narnaul is **19.02.2026 upto 05:00 PM**. Applications received thereafter shall be straight way refused without any further correspondence. Delay on the part of the postal or other authorities shall be no ground for entertaining the applications received after due date. **Applications received through e-mail would not be entertained/accepted in any manner.**

The applications may be sent by mentioning on the top of the envelope “**APPLICATION FOR THE POST OF PEON (AD-HOC)**” at the below mentioned address:

**The Superintendent,
Office of District and Sessions Judge, Narnaul**

5. Candidates working in the Government Department, Semi-Govt. Department, any Government Corporation/Board/Institution are required to apply through proper channel.
6. Application form can be downloaded from the website of District Courts Narnaul i.e. <https://narnaul.dcourts.gov.in/recruit>. Candidates are advised to visit the website regularly, for further updates related to process of recruitment.
7. The candidate shall submit application on plain paper duly self attested affixed his/her latest one passport size photograph on its top, containing details particulars i.e. name, father's/husband's name, date of birth, sex, education qualification, category of reservation (mandatory), if any, mobile number, permanent and postal address and experience, if any. Self attested photocopies of the educational documents and certificates regarding reserved category (DSC and BC-A as the case may be), experience etc. must be attached with the application form. Persons with Benchmark Disabilities (PwBD) shall mention their category in their application and shall annex certificate regarding disability. The candidates are required to bring their original testimonials and proof of identity which has been attached with the application at the time of interview/reporting time. No change of category is permissible after submission of application.
8. The applicants should disclose all their educational qualifications and other declaration/certificate in the application form. Non-disclosure thereof may disqualify the concerned candidate for appointment and may also render him/her liable for prosecution under relevant provisions of law.
9. Incomplete applications, unsigned applications or applications received without requisite documents shall be rejected straight way without assigning any reason whatsoever. No correspondence, whatsoever shall be entertained in respect of incomplete applications or those which are refused by this office for receipt after expiry of the **last date i.e. 19.02.2026**. However, rejection list would be uploaded on the website of District Courts, Narnaul.
10. **The applicants who fulfill the above-said qualifications for the above-said posts will have to appear for interview in the Judicial Court Complex, Narnaul and dates of interview will be notified later on, after the last date of receipt of applications, on the website of District Courts, Narnaul.**
11. In case the candidate remained absent on the date(s) of interview, his candidature will stands cancelled without any further communication.

12. 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.
13. List of eligible candidates showing the roll numbers will be uploaded on the website of District Courts, Narnaul i.e. <https://narnaul.dcourts.gov.in/recruit>. well before commencement of the interview, however, no separate call letters for interview will be sent/issued to the eligible candidates.
14. No TA/DA shall be paid to the candidates for appearing in the interview.

Sd/-
(K.P. Singh)
Additional District & Sessions Judge
-cum-Chairman, Recruitment
Committee, Narnaul.

To

Learned District & Sessions Judge,
Narnaul

Duly self
attested Photo

Subject: **Application form for the post of Peon (Ad-hoc Basis)**

Respected Sir,

I have the honour to submit that I am applying for the above said post and it is therefore, requested that my application may kindly be considered and I may kindly be given a chance to serve in your Sessions Division. My Bio-data is as under :

Name **(in Capital Letters)** : _____

Father/Husband's Name : _____

Date of Birth : _____

Sex : _____

Martial Status : _____

Category (mandatory, if any : _____
(Along with attested copy of : _____
Certificate issued by the : _____
Competent Authority) : _____

Educational Qualification : _____

Permanent Address : _____
: _____
: _____

Correspondence Address : _____
: _____
: _____

Contact Number : _____

Nationality : _____

Educational Qualification : _____

Experience, if any : _____

Yours faithfully,

Date :

(Signature of applicant)

This is to certified that the above information are true to the best of my knowledge and nothing has been conceal herein.

(Signature of applicant)