

OFFICE OF THE DISTRICT & SESSIONS JUDGE : RUPNAGAR.

PUBLIC NOTICE

Applications are invited from the eligible candidates along with two recent identical passport size photographs (one duly pasted and one stapled on the application form) strictly on the prescribed proforma attached with the notice till 05:00 P.M. of 24.11.2023 for filling up 2 posts of Process Server and 4 posts of Peon on regular basis.

Sr. No.	Post	No. of posts.	Pay Scale	Education	Age Limit
1.	Process Server	2 (Two) GEN = 1 SC = 1	Salary, pay, allowances etc, shall be governed as per the latest rules and instructions issued by the Govt. of Punjab for Subordinate Courts duly adopted by the Hon'ble High Court from time to time	Should be matriculate with knowledge of Punjabi Language	The candidates should not be below 18 years and not above 35 years of age as on 01.11.2023 . The relaxation of age will be given to the candidates belonging to reserve category as per instructions of Hon'ble High Court as well as Punjab Government issued from time to time.
2.	Peon	4 (Four) ESM=1 Freedom fighter=1 Sportsman=1 Handicapped= 1	Salary, pay, allowances etc, shall be governed as per the latest rules and instructions issued by the Govt. of Punjab for subordinate Courts duly adopted by the Hon'ble High Court from time to time	Should have knowledge of Punjabi Language upto middle standard	The candidates should not be below 18 years and not above 35 years of age as on 01.11.2023 . The relaxation of age will be given to the candidates belonging to reserve category as per instructions of Hon'ble High Court as well as Punjab Government issued from time to time.

OFFICE OF THE DISTRICT & SESSIONS JUDGE, RUPNAGAR

Application for the post of _____

To,

**The District & Sessions Judge,
Rupnagar.**

Self Attested
Paste Recent
Passport Size
Photograph

1. Name(in the Block Letters) : _____
2. Father/Husband Name : _____
3. Date of Birth : _____
Age as on 01.11.2023 Years Months Days
4. Communication Address : _____

5. Permanent Address : _____

6. Contact No. : _____
7. Email Address : _____
8. Category Applied for : _____

(Note: The benefit of reservation will be extended only to those applicants who have domicile of Punjab).

9. Educational Qualification : _____
10. Whether any FIR/CrI. Case : Yes No
is/was pending or registered.
(Note: If yes, fresh status of the same be attached with the application).
11. Experience, if any : _____

Declaration:

I hereby declare that the above said particulars are correct and true to the best of my knowledge and nothing have been concealed therein and if any information found false, my candidature will be liable to be rejected/cancelled.


(Signature of the Applicant)

NOTE:-

THE CANDIDATES WHO HAD ALREADY APPLIED FOR THE POSTS OF PEON IN RESPONSE TO PUBLIC NOTICE DATED 10.09.2021 NEED NOT TO APPLY AFRESH.

Note:-

- A) The benefit of reservation will be extended only to the applicants, who have domicile of Punjab. The applicants of Other States seeking reservation will be treated under General category.
- B) Only Ex-Servicemen having domicile of Punjab are eligible to apply in ESM category.
1. Self attested copies of relevant testimonials i.e. proof of qualification and date of birth, reserved category certificate issued by the competent authority and identity proof must be attached with the application and the same should reach in this office by 5:00 PM of 24.11.2023. No application will be entertained thereafter.
 2. The date of Interview for the post of Process Servers and Peons will be 11.12.2023 onwards and 14.12.2023 onwards respectively (List of candidates along with interview timings will be uploaded on the official website of Rupnagar Sessions Division in due course of time;
<https://rupnagar.dcourts.gov.in/notice-category/recruitments/>)
 3. All the candidates must bring the original testimonials with them, at the time of interview. No TA/DA will be paid to the candidates appearing for interview and no separate information regarding interview will be given.
 4. The incomplete applications and those received after 05:00 P.M. on due date i.e. 24.11.2023 shall be rejected, without assigning any reason. This office will not be responsible for any postal delay or wrong delivery, whatsoever.
 5. Before applying the post, the candidate should ensure that he/she fulfills eligibility criteria. This office shall reject the applications not fulfilling the requisite criteria at any stage of recruitment and if erroneously appointed such candidate shall be removed from the service.
 6. If no candidate from reserved category is found suitable, then the said post will be offered to the candidates belonging to the General category.
 7. Number of posts mentioned above may increase or decrease. In case of administrative reasons arising later on, the interview for the aforesaid post can be canceled/postponed and this office will not be responsible.
 8. In the application, it should be clearly mentioned as to whether any FIR/ CrI. Case was/is registered/pending against the applicant, with the police or any court. If yes, status of the same be attached with the application.
 9. Merely satisfying the eligibility criteria does not entitle a candidate to be selected.
 10. The undersigned reserves the right to alter/modify or change any of the term and conditions including selection criteria etc. spelt out in the advertisement.
 11. A candidate, whether he/she belongs to General or Reserve Category, will submit only one application for a particular category against post of peon and process server.
 12. Candidate should clearly mention the post for which he/she is applying on the postal envelope in capital letters. The candidates who want to apply for both the posts i.e. Process Server and Peon should send the application forms separately in separate envelope.
 13. Proforma of application form is also available on the official website of this office i.e. <https://rupnagar.dcourts.gov.in/notice-category/recruitments/>

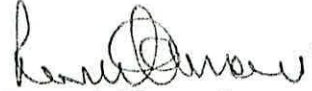

(Ramesh Kumari)
UID No. PB0039
District & Sessions Judge,
Rupnagar.

14946 - 14951

Endst No. _____ Dated, Rupnagar, the 27/10/, 2023.

Copy forwarded to:-

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 Process Servers and Peons, if any to this office on or before **24.11.2023 till 05:00 P.M.**
2. The Manager, **The Tribune (English), Chandigarh**, and The Manager, **Ajit (Punjabi), Jalandhar**, with the request to publish the above-said notice in their respective newspaper on **10.11.2023** and send the copy of the newspaper along with the bill to this office, at the earliest.
3. The District Employment Office, Employment Exchange, Rupnagar for sending the list of eligible candidates for the above said posts on or before **24.11.2023 till 05:00 P.M.**
4. The Nazir of this court with the direction to get the above said notice published in above-said newspapers on the above said date.
5. Daftri of this office with the direction to display this notice on the Notice Board of this office.
6. The System Officer of this office to upload this notice on the website of Rupnagar Sessions Division on **10.11.2023 at 09:30 A.M.**



(Ramesh Kumari)
UID No. PB0039
District & Sessions Judge,
Rupnagar.