

**OFFICE OF THE  
PRINCIPAL DISTRICT & SESSIONS JUDGE, SHOPIAN**

**Advertisement Notice No: 01 of 2024**

**Dated: 12.02.2024**

**Subject:-** Advertisement for filling up the vacancies of Orderly, Gardener, Safaiwal in District Judiciary Shopian.

- a) Date of commencement for submission of Offline application = 15.02.2024
- b) Last Date for submission of offline application = 29.02.2024
- c) Last Date for submission of fee = 29.02.2024

Offline applications are invited from the eligible candidates who are residents of District Shopian in terms of rules framed by the Hon'ble High Court of Jammu & Kashmir and Ladakh from time to time, for participating in the selection process for the posts of **Orderly, Gardener, Safaiwal** falling vacant in District Judiciary Shopian, as shown below:

**1. Number and Break-up of posts:**

Item No.	Name of the post and Grade	Cadre	No. of Posts	Prescribed Qualification
1	Orderly SL-1 (14800-47100)	District Cadre	02	Matriculate from a recognized School/Board
2	Gardener SL-1 (14800-47100)	District Cadre	01	Matriculate from a recognized School/Board
3	Safaiwala SL-1 (14800-47100)	District Cadre	01	Matriculate from a recognized School/Board

**Note:-** Number of posts may increase or decrease, depending on vacancy position at the time of final selection.

- 2. (A)** (i) Candidates belonging to District Shopian only can apply for these posts.
- (ii) are domicile or UT of Jammu and Kashmir in terms of S.O.166 dated 18.05.2020 issued by GAD, Government of Jammu and Kashmir and those who are residents of District Shopian for a period of not less than 15 years before the date of applying and are actually residing in the area.

**(B) Age as on 01.02.2024.**

- i. should not be below 18 years; and
- ii. Not above:-
  - a) 40 years in case of Open Merit candidates.
  - b) 43 years in case of Reserved Category candidates.
  - c) 42 years in case of Physically Challenged candidates.
  - d) 48 years in case of Ex. Servicemen.

e) 42 years in case of candidates in Government Service/Contractual employees.

3. The applicants must be in possession of the prescribed minimum academic qualification and must fulfill all other eligibility conditions as shown against the post, by or before the last date of submission of application forms.
4. The prescribed fees for applying to the above said posts is Rs. 200/- (Rupees Two Hundred only) which shall be non-refundable and shall be paid through demand draft of J&K Bank on the name of Principal District and Sessions Judge Shopian.
5. Application Form annexed with this advertisement as Annexure "A" along with the prescribed fee shall be received through Offline mode in the E-Court Section of office of Principal District and Sessions Judge Shopian.
6. Notification regarding interview/test will be notified separately.
7. The persons who are already engaged on adhoc or daily wage basis in the subordinate Courts shall be eligible to apply irrespective of the minimum and maximum standards of age.
8. **Important Instructions:**
  - a. Application Form and fee payment shall not be accepted /entertained after the cut-off date fixed for receipt of the same.
  - b. Candidates shall submit the Application Form/fee payment receipt in the office of Principal District and Sessions Judge Shopian w.e.f.15.02.2024
  - c. The in-service candidates / contractual employees shall submit photocopy of the filled up offline Application Form through proper channel viz, the concerned DDO. In the event of failure of the candidate to route the application through proper channel, his/her eligibility shall be assessed as if he / she is not an in-service candidate.
  - d. The last date for the submission of application Form as prescribed above shall be the cut-off date for determining the eligibility to apply for the posts.
  - e. Any qualification/experience acquired after last date of receipt/submission of Application Forms i.e. 29.02.2024 shall not be taken into account for any purpose.
  - f. The prescribed qualifications reflect the bare minimum requirement of the job and mere possession thereof shall not entitle a candidate to be called for test/interview
  - g. Call letters/Admit cards shall be issued individually, however, wide publicity shall be given through print and

electronic media, official website <https://shopian.dcourts.gov.in> of the Principal District and Sessions Court Shopian about the venues, dates of the test/interview for the information of the candidates. No claim of being unaware of the dates/schedule for the test/interview shall be entertained.

h. No TA/DA will be paid for participation in the test/interview.


  
**(Riaz-ul-Haq Mirza)**  
**Pr. District & Sessions Judge,**  
**Shopian**

No. PDJ/SPN/Adm/\_\_\_\_\_

dated.12.02.2024

**Copy to the:**

1. Principal Secretary to Hon'ble the Chief Justice, High Court of Jammu & Kashmir & Ladakh for information.
2. Secretary to Honorable Shri Justice Rajesh Sekhri, Hon'ble Judge, High Court of Jammu and Kashmir & Ladakh (Administrative Judge District Shopian) for information of his lordship.
3. Director Information & Public Relations, J&K Srinagar for information and with the request to publish the above notification at least in the two Newspapers having wide publicity including the one having publicity in whole UT of J&K.
4. District Information Officer Shopian for information and with the request to publish the above notification in the Newspapers having wide publicity in Kashmir Division particularly in District Shopian.
5. Dy. Director, All India Radio, Srinagar.
6. Head Of Office, Doordarshan Kendra, Srinagar.  
....for information and wide publicity.
7. System Officer, E-Courts, District Court Shopian with the direction to upload the above advertisement/notification on the District Court website with further direction to collect and scrutinize all application forms along with fee.
8. Office file.

  
**(Riaz-ul-Haq Mirza)**  
**Pr. District & Sessions Judge,**  
**Shopian**

**APPLICATION FORM FOR THE APPOINTMENT OF CLASSIV IN  
DISTRICT JUDICIARY SHOPIAN**

\*\*\*\*\*

1. Post Applied for \_\_\_\_\_
2. Name of Applicant \_\_\_\_\_  
(In Block Letters)
3. Father's Name \_\_\_\_\_  
(In Block Letters)
4. Permanent Address: Village \_\_\_\_\_  
Mohalla \_\_\_\_\_ Tehsil \_\_\_\_\_  
District \_\_\_\_\_
5. D.O.B as per Matriculation Certificate \_\_\_\_\_
6. Gender \_\_\_\_\_
7. Nationality \_\_\_\_\_
8. Religion \_\_\_\_\_
9. Mobile Number \_\_\_\_\_
10. Email Id \_\_\_\_\_

Affix Self Attested  
Recent passport  
Size Photograph

11. Educational Qualification (Please enclose documents in support)						
Examination Passed	Board	Year of Passing	Total Marks	Marks Obtained	Percentage	

12. Present Address: Village \_\_\_\_\_ Mohalla \_\_\_\_\_  
Tehsil \_\_\_\_\_ District \_\_\_\_\_

13. List of Documents enclosed: 1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

I, hereby declare that all the statements made in the application form are true and correct to the best of my Knowledge and belief. In the event any information being before or after found to be false/incorrect or ineligibility, my candidature for appointment will stand cancelled without any notice.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

Signature of Applicant