

**OFFICE OF THE DISTRICT AND SESSIONS JUDGE, BHIWANI**  
**REVISED NOTICE OF PUBLIC APPOINTMENT**

Reference to this office 'Notice of Public Appointment' published in English Daily newspaper "The Tribune" and Hindi Daily newspaper "Dainik Bhaskar" dated 25.01.2023 and 26.01.2023 respectively to fill up one (01) vacant post of Process Server (General Category) and five (05) posts of Peon (General Category-04 and Schedule Caste-01) with last date for receipt of application 11.02.2023 up to 05:00 p.m. However, consequent upon increase in number of vacancies for the posts of Process Server from one (01) to seven (07) and those of Peons from five (05) to fifteen (15), applications are invited to fill up revised vacancies as mentioned below:

Post/Category	GEN	GEN-PwBD	SC	BC 'A' ESM	BC 'A' PwBD	BC 'B'	BC 'B' ESM	Total Posts
Process Server	03	01	01	0	01	00	01	07
Peon	07	01	03	01	01	01	01	15

**Abbreviation of Categories:** Gen-General, SC-Scheduled Caste, BC 'A'-Backward Class-A, BC 'B'-Backward Class-B, PwBD-Persons with Benchmark Disabilities, ESM-Ex-Serviceman.

**Note:-** Number of vacancies may be increased or decreased at any time before the completion of selection process without giving any prior notice to the candidates.

**1. QUALIFICATION**

**For Process Server:-** The applicant should have passed matriculate standard examination and possess knowledge of Hindi or Punjabi. The applicant should fulfil the condition of qualification on the last date of receipt of application.

**For Peon:-** The applicant should have passed middle standard examination and possess knowledge of Hindi/Punjabi. The applicant should fulfil 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 01.01.2023, 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:**

The benefit of reservation will be given only to those SC/BC'A/BC'B/ESM/PwBD candidates who are domiciled of Haryana State. These candidates are required to attach SC/BC'A/BC'B/ESM/PwBD Certificate duly issued by the Competent Authority.

**4. Last date:**

The last date for receipt of the applications by post, by hand or by any other mode in the office of the undersigned i.e. The District and Sessions Judge, Bhiwani is extended to 20.02.2023 up to 05:00 p.m., by mentioning specifically on the top of the envelope as to for which post the candidate intends to apply e.g. "APPLICATION FOR THE POST OF PROCESS SERVER" or "APPLICATION FOR THE POST OF PEON". Applications received thereafter shall be straightaway 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.

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 Bhiwani i.e. <https://districts.ecourts.gov.in/india/haryana/bhiwani/recruit>.

7. One latest passport size colored photograph duly attested from a gazetted officer must be affixed on the application form in the given space and self attested photocopies of the educational documents and certificates regarding category, experience etc. must be attached with the application form. The candidates must bring their original testimonials and one identity proof at the time of interview/reporting time.

8. Incomplete applications in any manner shall be rejected straightaway 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. 20.02.2023.

9. The applicants should disclose all their educational and other qualifications 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.

10. Separate Roll numbers will not be issued to candidates by this office. Candidates are advised to check website of this office <https://districts.ecourts.gov.in/india/haryana/bhiwani/recruit> time to time for list of shortlisted candidates and roll number for interview.

**NOTE:** Previous Schedule of interviews published on 25.01.2023 and 26.01.2023 in the newspapers 'The Tribune' and 'Dainik Bhaskar' respectively stands cancelled and the following new schedule be adhered to.

11. The applicants who fulfil the above-said qualifications for the above-said posts will have to appear for interview in the Judicial Complex, Bhiwani in sequence of Alphabets of their names mentioned against the date and time given below:-

**For the post of Peon**

Date	Day	Time	Name of the candidates as per first English Alphabet
27.02.2023	Monday	12:00 noon onwards	A to B
28.02.2023	Tuesday	12:00 noon onwards	C to J
01.03.2023	Wednesday	12:00 noon onwards	K to M
02.03.2023	Thursday	11:00 a.m. onwards	N to R
03.03.2023	Friday	11:00 a.m. onwards	S to Z & candidates sponsored by District Employment Exchanges and Zila Sainik Boards

**For the post of Process Server**

Date	Day	Time	Name of the candidates as per first English Alphabet
09.03.2023	Thursday	12:00 noon onwards	A to B
10.03.2023	Friday	12:00 noon onwards	C to J
13.03.2023	Monday	12:00 noon onwards	K to M
14.03.2023	Tuesday	11:00 a.m. onwards	N to R
15.03.2023	Wednesday	11:00 a.m. onwards	S to Z & candidates sponsored by District Employment Exchanges and Zila Sainik Boards

12. If all the candidates in the above stated sequence are not interviewed on the date fixed due to large number of candidates or otherwise, the interview of remaining candidates will be conducted on the day fixed by the Selection Committee.

13. No separate call letters for the interview shall be issued.

14. No TA/DA shall be paid to the candidates for appearing in the interview.

15. Reporting time will be 09:30 a.m. on the date of interview.

**Note:-** General category applicants who have already applied with reference to advertisement published in Newspapers 'The Tribune' and 'Dainik Bhaskar' dated 25.01.2023 and 26.01.2023 respectively for the post of Process Server and Peons need not apply again/afresh and their applications shall be considered for this advertisement as well. Applicants who belong to reserved category (SC) and had already applied with proof of reservation need not apply again/afresh and their applications shall be considered for this advertisement as well. However, applicants of reserved categories are advised to apply again/afresh, in case they did not attach requisite certificate required for reserved posts.

Sd/- District and Sessions Judge, Bhiwani