

EMPLOYMENT NOTICE

Applications are invited for filling up following purely temporary posts of Process Servers and Peons in the establishment of this office. The number of vacancies may decrease or increase on account of withdrawal or creation of Courts or otherwise. The category-wise description of these posts is as under :-

Process Server

Name of the post advertised	Total number of posts	Category	Pay Scale
Process Servers	03	All three posts are of General Category	Pre-revised Pay Band of Rs.4440-7440+Rs.1650/-GP+usual allowances as admissible from time to time.

Peons

Name of the post advertised	Total number of posts	Category	Pay Scale
Peons	09	General - 05 General (ESM) - 01 SC(ESM) - 01 BC(A) - 01 BC(B) - 01	Pre-revised Pay Band of Rs.4440-7440+Rs.1300/-GP+usual allowances as admissible from time to time.

Qualification:

The qualifications for the aforesaid posts shall be as under:-

Process Server:

Candidate must have passed Matriculation examination and should possess knowledge of Hindi/Punjabi.

Peons:

Candidate must have passed Middle Standard Examination and should possess knowledge of Hindi/Punjabi.

Age Limit:

The minimum age limit of a candidate for appointment to the aforesaid post shall be 18 years as on 01.01.2019 and the upper age limit shall be in accordance with the instructions of Hon'ble High Court and as prescribed by the Haryana Government from time to time. In case, the candidate belonging to SC/ST, Backward Class and Ex-servicemen, the upper age limit shall be relaxable as per instructions of Hon'ble High Court and as fixed by the Haryana Government from time to time.

Last Date:

Last date for receipt of the applications by all modes shall be **28.02.2019 till 5:00 P.M.**

Date of Interview:

The date and time of interview for the post of Process Server and Peon will be uploaded on the website <https://districts.ecourts.gov.in/rewari> after closing date of receipt of application i.e. 28.02.2019. No separate information for the interview would be given. Candidates are advised to regularly go through the website.

Other details:

The application on plain paper affixed with recent photograph of candidate, furnishing particulars of the post applied for i.e. Name, Father's name, Date of birth, Present address, Permanent address, Category, Qualifications, present employment, if any, Contact number, e-mail address, if any, self attested copies of relevant certificates, one recent photograph, two self addressed envelopes duly stamped should reach this office on or before the closing date to the office of undersigned.

Note: 1.

The candidates, who had already sent their applications for the post of Process Server and Peon in the wake of Employment Notices dated 06.09.2018 published in English Daily newspaper The Statesman, New Delhi and Hindi Daily newspaper Dainik Chetna, Bhiwani need not to apply again for the said posts. However, it is made clear that their earlier application, if received in this office till closing date i.e. 26.09.2018, would be entertained. The list of the candidates who had applied for the aforesaid posts and their applications received after the closing date i.e. 26.09.2018 is uploaded on the website <https://districts.ecourts.gov.in/rewari>. They can apply afresh for the aforesaid posts. The candidature of eligible candidates already recommended by the Employment Exchange, Rewari/Kosli for the above posts would be entertained.

2. In case candidate of reserve category is not found suitable, the vacancy shall be filled up from amongst the candidates of the General Category.
3. The post of SC(ESM) which was left vacant is re-advertised and in case no suitable candidate from SC(ESM) is found, the post will be filled up from SC category.
4. No TA/DA shall be paid to the candidate appearing for interview.
5. The reservation of SC,BC,ESM etc. is only for the domiciles of Haryana (As per the instructions of the Haryana Government).
6. Incomplete applications and applications received after last date shall be rejected straightway without assigning any reason whatsoever. If on verification at any stage, it is found that an applicant does not fulfil any of the eligibility condition, his/her candidature shall stand cancelled without any notice.
7. Delay on the part of postal authorities shall not be a ground for entertaining the applications received after due date.

(Dinesh Kumar Mittal)
District & Sessions Judge,
Rewari.