

OFFICE OF THE DISTRICT & SESSIONS JUDGE, LUDHIANA

PUBLIC NOTICE

Applications on prescribed proforma are invited for filling up of 32 posts of Peon and 5 posts of Process-Server. The application on prescribed proforma shall reach the below mentioned address by 21.5.2022 before 5:00 PM.

"Office of the District & Sessions Judge, Ludhiana,
New Judicial Courts Complex, Ludhiana"

Candidates applying for more than one post shall submit separate applications, with all supporting documents, for each post (Peon/Process-Server), separately. Details regarding educational qualification, age limit, salary, category wise breakup, date of interview, selection criteria etc. of these posts are mentioned in the separate Employment notice No. 1 of 2022 and Employment Notice No.2 of 2022 of Peon and Process-Server, respectively, and the same are available on the official website <https://districts.ecourts.gov.in/ludhiana>.

M
District and Sessions Judge,
Ludhiana. *ll*

Endst. No. 1751/G Dated, Ludhiana the 06 May, 2022.

A copy is forwarded to:-

1. All the District & Sessions Judges in the State of Punjab (alongwith Copy of Employment Notice No. 1 of 2022 and Employment Notice No.2 of 2022) with request to obtain and send the applications supported by the service record of retrenched/ surplus Process-Server, Peon, if any, on or before 21.5.2022.;
2. All the Judicial Officers of this Sessions Division, to display the notice on the Notice Boards of their Courts;
3. The Deputy Commissioner, Ludhiana with a request to get it displayed on the notice Board of his office;
4. The Editor, *Samaj*, with a request to publish the above-mentioned notice and send the copy of newspaper along with bill, to this office at the earliest;
5. The Deputy Director, Employment Generation and Training, District Bureau of Employment Generation and Training, Ludhiana alongwith copy of Employment Notice No.1 of 2022 and Employment Notice No.2 of 2022 and form of notification of vacancies with the request to send applications of eligible candidates with list;
6. The System Officer with the directions to upload the above public notice alongwith Employment Notice 1 of 2022 and Employment Notice 2 of 2022 on the official website of <https://districts.ecourts.gov.in/ludhiana>.
7. Daftri of this office with a direction to display this notice on the Notice Board of this Office.

M
District and Sessions Judge,
Ludhiana. *ll*

EMPLOYMENT NOTICE NO.1 OF 2022
OFFICE OF THE DISTRICT AND SESSIONS JUDGE, LUDHIANA
PUBLIC NOTICE

Applications are invited for the filling up 32 posts of Peons (Group-D employees) from the eligible candidates on the prescribed proforma (given below) alongwith attested copies of relevant testimonials i.e. proof of qualification, date of birth, category alongwith two passport size photographs (one to be pasted on the right upper side of the prescribed proforma), up till the 5:00 PM of 21.5.2022:-

Sr. No	Pay Scale	Minimum qualification	Age limit	Category wise breakup																				
1	Level I of the pay matrix as per 6 th Punjab Pay Commission (unrevised pay scale of ₹4900-10680+1300 GP), subject to any further revision. As per instructions issued by the Govt. of Punjab, Department of Finance (Finance Personnel-I Branch) vide No.7/204/2012-4FP1/66 dated 15.01.2015 and No.7/204/2012-4FP1/1049 dated 21.12.2015, the candidate will get fixed monthly emoluments equal to minimum of the Pay Band of the applicable unrevised pay scale subject to any modification on account of receipt of any further instruction(s)/ clarification(s) in future, if any, or Deputy Commissioner/ Labour rates, whichever is higher, during the probation period, without any Grade Pay, Annual Increments or any allowance.	The candidate should have knowledge of Punjabi language upto middle standard.	The candidate should be between 18 to 35 years of age as on 1.1.2022. The relaxation of age will be given to the candidates belonging to reserve category, as per instructions of the Hon'ble High Court as well as Punjab Government.	<table border="1"> <tr> <td>General</td> <td>14</td> </tr> <tr> <td>SC(Mazhbi/Balmiki)</td> <td>3</td> </tr> <tr> <td>PHC</td> <td>1*</td> </tr> <tr> <td>Freedom Fighter</td> <td>1</td> </tr> <tr> <td>SC(Others)</td> <td>4</td> </tr> <tr> <td>BC/OBC</td> <td>4</td> </tr> <tr> <td>ESM(General)</td> <td>3</td> </tr> <tr> <td>ESM(SC)</td> <td>1</td> </tr> <tr> <td>ESM (BC/OBC)</td> <td>1</td> </tr> <tr> <td>Total</td> <td>32</td> </tr> </table>	General	14	SC(Mazhbi/Balmiki)	3	PHC	1*	Freedom Fighter	1	SC(Others)	4	BC/OBC	4	ESM(General)	3	ESM(SC)	1	ESM (BC/OBC)	1	Total	32
General	14																							
SC(Mazhbi/Balmiki)	3																							
PHC	1*																							
Freedom Fighter	1																							
SC(Others)	4																							
BC/OBC	4																							
ESM(General)	3																							
ESM(SC)	1																							
ESM (BC/OBC)	1																							
Total	32																							

*Note:- The post of PHC will be filled up from the persons suffering from Hearing impairment

- a) The above-mentioned reservation roster will be observed, provided that where no candidate of reserved category is available, then appointment shall be made from general category.
- b) The number of vacancies as shown above are tentative and may be increased or decreased in future due to administrative exigencies and this office reserves the right to prepare a Merit List/ Waiting List of the candidates with more than actual/tentative number of vacancies.
- c) Only Scheduled Caste, Freedom Fighter, PHC, BC/OBC, Ex-Serviceman candidates of Punjab domicile are eligible for seeking benefit of reservation.

SELECTION CRITERIA

The selection of the candidates will be made purely on merit basis to be prepared on the basis of marks obtained by the candidates in the interview.

DATE OF INTERVIEW

The interview of the candidates shall be conducted tentatively from 30.5.2022 to 7.6.2022 (excluding 3.6.2022 & 5.6.2022 being Holiday and Sunday, respectively). Further details (Roll No. wise list of the candidates, date and timing of their interview) will be displayed on the notice board of the Office of the undersigned as well as on the website <https://districts.ecourts.gov.in/ludhiana>. Candidates in their own interest are advised to check the website, frequently. No separate/ individual information will be given to any candidate by this office. Candidates are advised to appear for interview on the day allotted to them. No candidate shall be allowed to appear for interview thereafter.

***VENUE OF INTERVIEW**

Office of the undersigned, (New Judicial Courts Complex, Ludhiana, backside District Administrative Complex (DC Office), Ludhiana)

PEON
(PROFORMA)

APPLICATION FOR THE POST OF PEON IN SESSIONS DIVISION, LUDHIANA

1.	Name	:	_____	Paste Photograph
2.	Father's Name	:	_____	
3.	Date of Birth	:	_____	
4.	Age as on 1.1.2022	:	_____	
5.	Qualification (attach Proof)	:	_____	
6.	Category (attach Proof)	:	_____	
7.	Whether knowledge of Punjabi: language upto middle standard or not (attach proof)	:	_____	
8.	Permanent Address	:	_____	
9.	Correspondence Address	:	_____	
10.	Nationality	:	_____	
11.	Telephone No. /Mobile No.	:	_____	
12.	List of documents	:	_____	

(Signature of applicant)

NOTES

1. Application on prescribed proforma should be legibly filled up in CAPITAL LETTERS with complete particulars. Candidate has to send the "signed application form" along with all required supporting documents. Application sent by post in an envelope must be super scribed "APPLICATION FOR THE POST OF PEON". One envelope shall contain one application only.
The forms which are wrongly filled up or incomplete information will be summarily rejected. No correspondence in this regard will be made by this office.
- 2.

3. This office will not be responsible for any postal delay or wrong delivery, whatsoever. Applications received after due date shall not be entertained.
4. The candidates are required to bring at least one photo ID proof on the day of interview. Otherwise, the candidate will not be allowed to appear in the interview.
5. No separate TA/DA will be given to the candidates appearing for test/interview.
6. The scheduled interview can be postponed, without any prior notice. In that case, next date of interview shall be displayed on the notice board of this Office as well as on the website, stated above. No separate intimation will be sent to any candidate. Candidates in their own interest are advised to check the website, frequently.
7. The admission of applicants at all stages of the recruitment process will be purely provisional and subject to their satisfying the prescribed eligibility conditions by way of furnishing documentary proof in support thereof. If on verification at any stage before or after the said process and even after the completion of selection process, if it is found that an applicant does not fulfil any of the eligibility condition, his/her candidature shall stand cancelled without any further notice and with consequential effect.
8. The recruitment committee shall reserve the right to reject the applications not fulfilling the requisite criteria at any stage of recruitment and if erroneously appointed such candidates shall be removed from the service besides further action as per law.
9. Merely satisfying the eligibility criterion does not entitle a candidate to be selected. This office/recruitment Committee shall reserve the right to alter/modify or change any of the terms and conditions including selection criteria etc. spelt out in the public notice/employment notice.
10. The candidate will have the opportunity to bring the discrepancies/error, if any, into the notice of this office well within the specified given time. After that, no objection shall be entertained.

M
District and Sessions Judge,
Ludhiana. *J*

EMPLOYMENT NOTICE NO.2 OF 2022

OFFICE OF THE DISTRICT AND SESSIONS JUDGE, LUDHIANA

PUBLIC NOTICE

Applications are invited for the filling up 5 posts of Process Servers (Group-D employees) from the eligible candidates on the prescribed proforma (given below) alongwith attested copies of relevant testimonials i.e. proof of qualification, date of birth, category alongwith two passport size photographs (one to be pasted on the right upper side of the prescribed proforma), up till the 5:00 PM of 21.5.2022:-

Sl. No	Pay Scale	Minimum qualification	Age limit	Category wise Breakup										
1	Level I of the pay matrix as per 6 th Punjab Pay Commission Report (unrevised pay scale of ₹4900-10680+1650 GP), subject to any further revision. As per instructions issued by the Govt. of Punjab, Department of Finance (Finance Personnel-1 Branch) vide No.7/204/2012-4FP1/66 dated 15.01.2015 and No.7/204/4FP1/1049 dated 21.12.2015, the candidate will get fixed monthly emoluments equal to minimum of the Pay Band of the applicable unrevised pay scale subject to any modification on account of receipt of any further instruction(s)/ clarification(s) in future, if any, or Deputy Commissioner/ Labour rates, whichever is higher, during the probation period, without any Grade Pay, Annual Increments or any allowance.	The candidate should have passed matriculation examination with knowledge of Punjabi language.	The candidate should be between 18 to 35 years of age as on 1.1.2022. The relaxation of age will be given to the candidates belonging to reserved category, as per instructions of the Honble High Court as well as Punjab Government.	<table border="1"> <tr> <td>General</td> <td>1</td> </tr> <tr> <td>Freedom Fighter</td> <td>1</td> </tr> <tr> <td>BC/OBC</td> <td>1</td> </tr> <tr> <td>ESM(General)</td> <td>2</td> </tr> <tr> <td>Total</td> <td>5</td> </tr> </table>	General	1	Freedom Fighter	1	BC/OBC	1	ESM(General)	2	Total	5
General	1													
Freedom Fighter	1													
BC/OBC	1													
ESM(General)	2													
Total	5													

- a) The above-mentioned reservation roster will be observed, provided that where no candidate of reserved category is available, then appointment shall be made from general category.
- b) The number of vacancies as shown above are tentative and may be increased or decreased in future due to administrative exigencies and this office reserves the right to prepare a Merit List/ Waiting List of the candidates with more than actual/tentative number of vacancies.
- c) Only Freedom Fighter, BC/OBC, Ex-Serviceman candidates of Punjab domicile are eligible for seeking benefit of reservation.

SELECTION CRITERIA

The selection of the candidates will be made purely on merit basis to be prepared on the basis of marks obtained by the candidates in the interview.

DATE OF INTERVIEW

The interview of the candidates shall be conducted tentatively from 30.5.2022 to 7.6.2022 (excluding 3.6.2022 & 5.6.2022 being Holiday and Sunday, respectively). Further details (Roll No. wise list of the candidates, date and timing of their interview) will be displayed on the notice board of the Office of the undersigned as well as on the website <https://districts.ecourts.gov.in/ludhiana>. Candidates in their own interest are advised to check the website, frequently. No separate/individual information will be given to any candidate by this office. Candidates are advised to appear for interview on the day allotted to them. No candidate shall be allowed to appear for interview thereafter.

VENUE OF INTERVIEW

Office of the undersigned, (New Judicial Courts Complex, Ludhiana, backside District Administrative Complex (DC Office), Ludhiana)

PROCESS-SERVER
(PROFORMA)

APPLICATION FOR THE POST OF PROCESS-SERVER IN SESSIONS
DIVISION, LUDHIANA

1.	Name	:	_____	Paste Photograph
2.	Father's Name	:	_____	
3.	Date of Birth	:	_____	
4.	Age as on 1.1.2022	:	_____	
5.	Qualification (attach Proof):	:	_____	
6.	Category (attach Proof)	:	_____	
7.	Whether Punjabi language : passed upto matriculate level or not (attach proof)	:	_____	
8.	Permanent Address	:	_____	
9.	Correspondence Address	:	_____	
10.	Nationality	:	_____	
11.	Telephone No./Mobile No.:	:	_____	
12.	List of documents	:	_____	

(Signature of applicant)

NOTES

1. Application on prescribed proforma should be legibly filled up in CAPITAL LETTERS with complete particulars. Candidate has to send the "signed application form" along with all required supporting documents. Application sent by post in an envelope must be super scribed "APPLICATION FOR THE POST OF PROCESS SERVER". One envelope shall contain one application only.

2. The forms which are wrongly filled up or incomplete information will be summarily rejected. No correspondence in this regard will be made by this office.
3. This office will not be responsible for any postal delay or wrong delivery, whatsoever. Applications received after due date shall not be entertained.
4. The candidates are required to bring at least one photo ID proof on the day of interview. Otherwise, the candidate will not be allowed to appear in the interview.
5. No separate TA/DA will be given to the candidates appearing for tests/interview.
6. The scheduled interview can be postponed, without any prior notice. In that case, next date of interview shall be displayed on the notice board of this Office as well as on the website, stated above. No separate intimation will be sent to any candidate. Candidates in their own interest are advised to check the website, frequently.
7. The admission of applicants at all stages of the recruitment process will be purely provisional and subject to their satisfying the prescribed eligibility conditions by way of furnishing documentary proof in support thereof. If on verification at any stage before or after the said process and even after the completion of selection process, if it is found that an applicant does not fulfil any of the eligibility condition, his/her candidature shall stand cancelled without any further notice and with consequential effect.
8. The recruitment committee shall reserve the right to reject the applications not fulfilling the requisite criteria at any stage of recruitment and if erroneously appointed such candidates shall be removed from the service besides further action as per law.
9. Merely satisfying the eligibility criterion does not entitle a candidate to be selected. This office/recruitment Committee shall reserve the right to alter/modify or change any of the terms and conditions including selection criteria etc. spelt out in the public notice/employment notice.
10. The candidate will have the opportunity to bring the discrepancies/error, if any, into the notice of this office well within the specified given time. After that, no objection shall be entertained.

AM

District and Sessions Judge,
Ludhiana. *AM*