

**OFFICE OF THE DISTRICT & SESSIONS JUDGE, PATHANKOT**

**PUBLIC NOTICE**

Applications on prescribed proforma are invited alongwith attested copies of testimonials and two recent passport size photographs, duly signed by the candidates with complete Bio-data till **15.05.2025** by **05.00 PM**, for filling up the following posts of Class-IV employee i.e. **Peons** (Group-D employees). The qualification and other criteria to fill up the said posts are as under :

Post	No. of Posts	Pay Scale	Qualification	Age as on 01.05.2025
Peon	Total number of posts - 06	Pay Matrix Rs.18,000/- Level-1 as per 7 <sup>th</sup> Central Pay Commission.	The Candidates should have knowledge of Punjabi language upto middle standard.	18 to 35 years for General Category. Relaxation in age will admissible to the candidates of reserved categories as per the instructions issued by the Govt. of Punjab or by the Hon'ble High Court of Punjab & Haryana, Chandigarh.

The Category wise details of the Posts of Peon in Pathankot Sessions Division is as under:

Sr. No.	Number of Post	Category
<b><u>Peon</u></b>		
1.	06 (Six)	General (Women)- 02 E.S.M. (Women) - 01 BC (Women) - 01 General (EWS) - 01 Women General (EWS) - 01



## PROFORMA

### OFFICE OF DISTRICT AND SESSIONS JUDGE, PATHANKOT

#### APPLICATION FOR THE POST OF PEON.

1. NAME (in Capital Letters) \_\_\_\_\_
2. FATHER'S/HUSBAND'S NAME (in Capital Letters) \_\_\_\_\_
3. DATE OF BIRTH (Attach Proof) \_\_\_\_\_
4. AGE AS ON 01.05.2025 \_\_\_\_\_ Day \_\_\_\_\_ Month \_\_\_\_\_ Years
5. CATEGORY (Attach Proof for reserved category) \_\_\_\_\_
6. NATIONALITY \_\_\_\_\_
7. COMMUNICATION ADDRESS \_\_\_\_\_  
\_\_\_\_\_
8. CONTACT No. (MANDATORY) \_\_\_\_\_
9. WHETHER ANY FIR/CRIMINAL CASE IS/WAS PENDING OR REGISTERED OR CONVICTED IN ANY CRIMINAL CASE. \_\_\_\_\_
10. Whether passed Matriculation Examination with Punjabi as one of the subject \_\_\_\_\_

Affix Recent  
Self Attested  
Passport  
Size Photograph

**11 Educational Qualification**

Name of Examination	Board/ University/ Equivalent Institution	Year of Passing	Marks secured	Total Marks	% age of marks
10 <sup>th</sup> class					
12 <sup>th</sup> Class					
Other Qualification					

**NOTE:** GRADES SHOULD BE CONVERTED IN TO PERCENTAGE AS PER CRITERIA OF THE CONCERNED BOARD/UNIVERSITY AND COPY OF CRITERIA SHOULD BE ENCLOSED.

**Declaration:-** I have read the terms and conditions of the Advertisement and agree to the same. I hereby certified that the above said particulars are correct and true to the best of my knowledge and nothing have been concealed therein and in case found false, my candidature will be liable to be rejected. I further certify that the attested copies of the certificates/documents attached with the application are correct and true copies.

Place \_\_\_\_\_

Dated \_\_\_\_\_

(Signature of applicant)

**LIST OF DOCUMENTS TO BE ATTACHED:**

1. Proof of Date of Birth.
2. Certificate of All the Educational Certificates.
3. Caste/Category Certificate or any other certificate for which he is seeking age relaxation.
4. Adhar Card and two Identical photographs (paste one Recent Passport size photograph and attached another with the Application.



**Note/Instructions:**

1. The candidates are directed to mention clearly on the left side of the envelope "**Application for the post of Peon**", for which post they are applying for.

2. Interview for the **posts of Peon** will be conducted as per the following schedule :

<b><u>Alphabets</u></b>	<b><u>Date of Interview</u></b>
A to J	26.05.2025
K to R	27.05.2025
S to Z	28.05.2025

3. The reservation of vacancies is as per the policy of the Hon'ble High Court as well as of Punjab Government. If no suitable candidate is available from the reserved category, then the post shall be filled up from other category as per the provisions available under the rules.

4. The candidates appearing for the **posts of Peon** shall bring their original testimonials and the certificate claiming reserved category at the time of interview.

5. The candidates should reach in the office of the undersigned at 10.00 AM.

6. Number of the posts i.e. **Peon** may be increased or decreased.

7. The office reserves the right to cancel or to postpone the interview on account of any Administrative reasons. However, the information in this regard will be given only on the official website (as given below) of this office.

8. Merely satisfying the eligibility criteria do not entitle the candidate to be selected.

9. The applications received after due date shall not be entertained and the postal delay/wrong delivery, whatsoever, shall not be covered.

10. Incomplete applications which are not on prescribed proforma shall be rejected summarily.

11. No TA/DA will be given to the candidates appearing for the interview.

12. In case the candidate conceals any material information, his/her services shall be terminated, as per Punjab Civil Services Rules.

13. Candidates are advised to check the official website of this Court time to time for latest updations from the below given links:

**<https://pathankot.dcourts.gov.in/notice-category/recruitments/>**

-Sd-  
**District & Sessions Judge,  
Pathankot.**




Endst. No. 1725

Dated 17-04-2025

**Copy forwarded to :-**

- ✓1. The Registrar General, Hon'ble Punjab & Haryana High Court w.r.t. letter No. 563/Spl E.II/VII.B.4(Pb.) dated 09.04.2025 for information, please.
- ✓2. All the District & Sessions Judges in the State of Punjab **(through e-mail)** with the request to obtain and send the applications alongwith service record of retrenched/surplus officials, if any to this office on or before **15.05.2025** till **05.00 P.M.**
3. All the Judicial Officers in this Sessions Division to get the same notice displayed on the Notice Boards of their respective Courts.
- ✓4. The District Employment Generation and Training Officer, Employment Exchange, Pathankot for information and with the request to send the names of eligible candidates to this office till **15.05.2025** upto **05.00 PM.**
- ✓5. The Manager, Daily Charhdikala, Patiala, for publishing this Notice in the newspaper and send the bill alongwith copy of the advertisement to this office for payment.
6. Despatch Clerk/Daftri/Dealing official of this office with the direction to display this notice on the notice board of this Court/Office.
7. System Officer is directed to upload the above Public Notice alongwith the prescribed proforma on the official website of Pathankot Sessions Division.

  
**District & Sessions Judge,**  
**Pathankot.** 