

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE
ANANTNAG

Advertisement Notice No. 01/A of 2024

Dated: 24-07-2024

**Subject:-Commencement of process for selection of Process Servers,
Chowkidars and the newly created posts of Drivers and Orderlies for
Special Courts.**

In continuation to this office **Advertisement Notice No. 01 of 2024 dated 16.07.2024** Offline applications are invited on the prescribed format, attached to this advertisement Notice as Annexure 'A' from the eligible candidates of District Anantnag for filling up vacancies of 09 posts of Process Server, 03 posts of Chowkidars and (two posts of Drivers and three posts of Orderlies **for Special Courts**) of District Anantnag. The category wise details of vacancies for such posts in total are as under;

| S. No. | Name of the Post with Pay Scale | CATAGORY | | | | | | | Total No. of Posts |
|--------|--|-----------|-----------|-----------|-----------|-----------|-----------|-----------|--------------------|
| | | OM | ST-i | ST-ii | RBA | SC | OBC | EWS | |
| 01 | Driver L-2(19900-63200) | 01 | x | x | x | 01 | x | x | 02 |
| 02 | Process Server L-2(19900-63200) | 03 | 01 | 01 | 01 | 01 | 01 | 01 | 09 |
| 03 | Orderly/ Chowkidar SL-1(14800-47100) | 03 | 01 | 01 | x | 01 | x | x | 06 |
| | Grand total | 07 | 02 | 02 | 01 | 03 | 01 | 01 | 17 |

Note: The vacancy Position may increase or decrease depending upon the actual availability of vacancies at the time of making final selection.

Eligibility.

1) Educational Qualification:-

- a) For the posts of Process Server, the candidate must have passed 10+2 Examination from any recognized Board.
- b) For the post of Driver-II, Orderlies, Chokidar, the candidate must have passed 10th (Matric) examination from any recognized Board.

Note: For the post of Driver-II, in addition to other requisite qualifications, the candidate must possess a valid driving license (LMV/HMV) and shall produce a Medical Certificate to the effect that the candidate is fit to drive the vehicle.

II) Domicile:

The candidate should be resident of District Anantnag possessing a domicile certificate in terms of Notification issued by the General Administration Department of UT of J&K vide S.O. 166 dated 18.05.2020. However, the candidates under SC category can apply irrespective of their place of residence in UT of J&K provided they are the domicile of UT of J&K.

III) Age:

The requirement of age as on 01-01-2024 for open merit and various reserved categories is as under.

| S. No. | Category | Maximum age limit | Not born before | Not born after |
|--------|----------|-------------------|-----------------|----------------|
| 01 | OM | 40 Years | 01-01-1984 | 01-01-2006 |
| 02 | RBA | 43 Years | 01-01-1981 | 01-01-2006 |
| 03 | SC | 43 Years | 01-01-1981 | 01-01-2006 |
| 04 | ST | 43 Years | 01-01-1981 | 01-01-2006 |
| 05 | OBC | 43 Years | 01-01-1981 | 01-01-2006 |
| 06 | EWS | 43 Years | 01-01-1981 | 01-01-2006 |

The application form for the aforementioned posts can be obtained from the Office of Principal District & Sessions Judge Anantnag during the office hours from 27th July 2024 to 17th August 2024. The application form can also be downloaded from the official website of District court Anantnag (<https://anantnag.dcourts.gov.in>). If a candidate intends to apply for two or more posts, he/she shall apply separately for each post.

The duly filled up application forms shall be submitted in the office of Principal District & Sessions Judge, Anantnag (Administrative Section) during office hours and no application form shall be accepted after the cut-off date i.e 17th August 2024. Application Forms submitted other than the offline mode shall not be accepted.

Application forms shall be supported with the self attested copies of the following documents.

- a) Qualification/Marks Certificate
- b) Date of Birth Certificate (Matriculate)
- c) Domicile certificate
- d) Category Certificate (if any)
- e) Driving Licence and the Medical Certificate for the post of Driver.

A candidate shall have to deposit fee of Rs. 300/- (Three Hundred) in the shape of Demand Draft from J&K Bank Ltd. Favoring Principal District & Sessions Judge, Anantnag.

In-service candidates can route their application forms through proper channel.

iv) Mode of Selection:

A) Orderlies / Chowkidar

For making selection to the vacant posts of Orderlies/ Chowkidar the assessment of the candidates shall be made on the basis of their merit in the qualifying examination (Matric) and their merit in the interview/ Viva Voce.

There shall be total 100 marks.

Out of these **100 Marks**, **80 Marks** shall be allocated to the candidates on pro rata basis on the basis of percentage of Marks obtained by the candidate in the qualifying examination (Matric).

The interview/ Viva Voce shall be for **20 Marks**. The candidate shall be awarded marks on the basis of his/her performance in the interview. The final selection shall be made on the basis of cumulative Marks obtained by the candidate in the qualifying examination awarded to him/her on pro rata basis allocated out of **80 Marks** on the basis of percentage of marks obtained in the qualifying examination plus the marks obtained by him/her out of **20 Marks** in the interview.

B) Process Servers:- For making selection to the vacant posts of Process Servers the assessment of the candidates shall be made on the basis of their merit in the qualifying examination (12th) and their merit in the interview/ Viva Voce.

There shall be total 100 marks.

Out of these 100 Marks, 80 Marks shall be allocated to the candidates on pro rata basis on the basis of percentage of Marks obtained by the candidate in the qualifying examination (12th). The interview / Viva Voce shall be for 20 marks. The candidate shall be awarded marks on the basis of his/her performance in the interview. The final selection shall be made on the basis of cumulative marks obtained by the candidate in the qualifying examination awarded to him/her on Pro rata basis allocated out of 80 marks on the basis of percentage of marks obtained in the qualifying examination plus the marks obtained by him/her out of 20 marks in the interview.

Driver-II.

For making selection to the vacant post of Driver-II, the assessment of the candidates shall be made on the basis of their merit in the qualifying examination (Matric), merit in the driving skill test and also in the interview/ Viva Voce.

There shall be total 100 marks.

Out of these 100 Marks, 70 Marks shall be allocated to the candidates on pro rata basis on the basis of percentage of Marks obtained by the candidate in the qualifying examination (Matric). The driving skill test shall be of 20 Marks. The candidate shall have to appear for the driving skill test. The candidate shall be awarded marks on their performance in the driving skill test.

The interview/ Viva Voce shall be for **10 Marks**. The candidate shall be awarded marks on the basis of his performance in the interview.

The final selection shall be made on the basis of cumulative Marks obtained by the candidate in the qualifying examination awarded to him on pro rata basis allocated out of **70 Marks** on the basis of percentage of marks obtained in the qualifying examination plus the marks obtained by the candidate out of **20 Marks** in the driving skill test and marks obtained by the candidate out of **10 Marks** in the interview.

Note: The aspiring candidates shall be informed through print and electronic media, & also through official website (<https://anantnag.dcourts.gov.in>) about the venue, the date of interview/viva voce and driving skill test. For any information, the aspiring candidates in their own interest are impressed upon to keep track by visiting the aforementioned official website of District Court Anantnag.

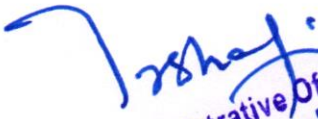
Sd/- (Jaffer Hussain Beg)
Pr. District & Sessions Judge Anantnag

No: 1713-20/POSSJ/Anntg.
Dt: 24.07.2024.

Copy to the.....

- I. Principal Secretary to Hon'ble the Chief Justice, High Court of Jammu & Kashmir & Ladakh for information.
- II. Secretary to Hon'ble Mr. Justice Vinod Chatterji Koul, Hon'ble Judge, High Court of Jammu & Kashmir & Ladakh (Administrative Judge District Anantnag) for information of his lordship.
- III. Director Information & Public Relations, J&K Srinagar for information and with the request to publish the advertisement notification at least in the two Newspapers having wide publicity including the one having publicity in whole UT of J&K.
- IV. Joint Director Information & Public Relations, J&K Srinagar for information and with the request to publish the advertisement notification at least in the two Newspapers having wide publicity including the one having publicity in whole UT of J&K.

- V. Deputy Director Information & Public Relations, J&K Srinagar for information and with the request to publish the advertisement notification at least in the two Newspapers having wide publicity including the one having publicity in whole UT of J&K.
- VI. Deputy Director General, All India Radio, Srinagar.
- VII. Head of Office, Doordarshan Kendra, Srinagar.
.....for information & with the request to give publicity of the advertisement notification in the Rozgar bulletin for 07 days.
- VIII. System Officer, e-courts District Court Anantnag to upload the Advertisement Notification on the District Court website.


(Mohd Shan Parrari)
Chief Administrative Officer
Pr. District and Sessions Court
Anantnag
23/02/2024

Annexure "A" to Advertisement Notification No 01/A of 2024 Dated 24-07-2024

APPLICATION FORM FOR FILLING UP OF CLASS IVth POSTS IN DISTRICT JUDICIARY ANANTNAG

Advertisement Notification No. _____ Dated _____

Name of the Post: _____

Name of the candidate: _____

(in Block Letters)

S/O, D/O, W/O _____

(in Block Letters)

Date of Birth (as per the matriculation Certificate) _____/_____/_____

Permanent Address:

Village: _____ Tehsil: _____

District: _____ Pin code: _____

Present Postal Address: _____

Contact details: Mobile No: _____ e-mail: _____

Reservation Category (if any): _____

Whether the candidate is the domicile of UT of J&K: Yes No

Qualification details:

| Examination passed | Marks obtained | Max. Marks | Percentage of Marks | Board |
|--------------------|----------------|------------|---------------------|-------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Documents attached:

- | | |
|---|----------|
| a) Qualification Certificate. | Yes / NO |
| b) Date of Birth Certificate. (Matriculate) | Yes / NO |
| c) Domicile certificate issued by the competent authority. | Yes / NO |
| d) Valid Driving license (LMV/HMV). | Yes / NO |
| e) Reservation Certificate | Yes / NO |
| f) Medical certificate to the effect that the candidate is fit to drive the vehicle | |

Payment details:

Draft No: _____ Bank/Branch Name: _____

Dated: _____ Amount: _____

Declaration by the Candidate:

I hereby declare that the entries made in this application form are and correct to the best of my knowledge. In case of any misrepresentation of facts or concealment of information, I shall be liable for cancelation of my candidate without any notice.

Signature of the candidate.

