

OFFICE OF THE DISTRICT AND SESSIONS JUDGE, REWARI.

EMPLOYMENT NOTICE

Applications are invited to fill up 17 posts of Stenographer Grade-III (English) (11 posts of Stenographers Grade-III and 06 posts of Stenographer Grade-III in lieu of Stenographer Grade-II) purely on adhoc basis for a period of six months or till regular appointments are made by the Hon'ble High Court, whichever is earlier, on consolidated pay of Rs.25,500/- or revised by the Government of Haryana from time to time. The categorywise description of the aforesaid posts is as under :-

General	SC of Haryana	BC(A) of Haryana	BC(B) of Haryana	ESM of Haryana				Total
				General	SC	BC(A)	BC(B)	
06	05	02	01	01	00	01	01	17

The selection for the aforesaid posts shall be made strictly in accordance with amended Rule 7 of the Haryana Subordinate Courts Establishment (Recruitment and General Conditions of Service) Rules, 1997 and as per explanation to Rule 7 (iii) of the Haryana Subordinate Courts Establishment (Recruitment and General Conditions of Services), Rules 1997 Volume-I, Chapter 18-B, "**Where no candidate of reserved category is available then appointment be made from general category**".

1. As per Rule 7 (vi) *ibid*, essential qualification for the post is:
  - (a) Candidates who possess a degree of Bachelor of Arts or Bachelor of Science or equivalent thereto from a recognized University.
  - (b) The candidates shall have to pass a test at a speed of 80 W.P.M. in English Shorthand and 20 W.P.M in transcription of the same on Computer. The candidate should have proficiency in operation of computers (Word Processing and Spread Sheets).
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 01.01.2024, 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. **LAST DATE:** The last date for receipt of the applications by post or by hand in the office of the undersigned i.e. The District and Sessions Judge, Rewari is 03.04.2024 upto 05:00 P.M. Delay on the part of the postal or other authorities

shall be no ground for entertaining the applications received after due date. Applications received after due date shall not be entertained in any manner and shall be refused straightway, without any further correspondence. Applications received through email shall not be entertained and such applications shall be rejected straightway.

4. Application Form can be downloaded from the website of District Courts Rewari i.e. <https://rewari.dcourts.gov.in/notice-category/recruitments/>. Candidates are advised to visit the website frequently for updates related to further process of recruitment and no separate correspondence will be made in this regard.
5. One latest passport size colored photograph duly attested 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 are required to bring their proof of identity at the time of Stenography test, failing which, he/she will not be allowed for test.
6. Incomplete applications or applications received without requisite documents shall be rejected straightway 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. 03.04.2024.
7. The decision of the Selection Committee in all matters relating to acceptance or rejection of an application, eligibility/suitability of the applicants, mode/criteria for selection etc. shall be final and binding upon the applicants.
8. The candidates qualifying the short hand test will have to qualify proficiency test in operation of computers (Word Processing and Spread Sheets).
9. No TA/DA is admissible to any candidate appearing in the test(s) for the posts mentioned above.
10. No separate call letters for the short hand/type test shall be issued.

**NOTE:**

The schedule of shorthand/type test shall be uploaded in due course on the official website i.e. <https://rewari.dcourts.gov.in/notice-category/recruitments/>.

Dated : 14.03.2024

-SD-  
District & Sessions Judge,  
Rewari.