

# OFFICE OF DISTRICT & SESSIONS JUDGE, REWARI

## "EMPLOYMENT NOTICE"

Applications are invited from eligible candidates for the post of Stenographer Grade-III, purely on ad-hoc basis, on a consolidated remuneration of ₹25,500/- per month, initially for a period of six months, or till regular appointments to these posts are made by the Hon'ble Punjab & Haryana High Court, Chandigarh, or, till the Stenographer Gr.-III posted in this Sessions Division become eligible for their promotion to the posts of Stenographer Gr.-II, whichever is earlier. The recruitment shall be carried out in accordance with Rule 7 of the Haryana Subordinate Courts Establishment (Recruitment & General Conditions of Service) Rules, 1997.

| Name of Sessions Division | Total Number of vacancies | Gen | SC of Haryana DSC | SC of Haryana OSC | BC of Haryana BC-A | BC of Haryana BC-B | PwBD of Haryana Low Vision | PwBD of Haryana Lower Limb disability | EWS of Haryana | ESM of Haryana Gen. | ESM of Haryana SC DSC | ESM of Haryana SC OSC | ESM of Haryana BC-A | ESM of Haryana BC-B | ESP of Haryana (Eligible Sports Person) |
|---------------------------|---------------------------|-----|-------------------|-------------------|--------------------|--------------------|----------------------------|---------------------------------------|----------------|---------------------|-----------------------|-----------------------|---------------------|---------------------|-----------------------------------------|
| REWARI                    | 18                        | 18  | 0                 | 2                 | 3                  | 3                  | 2                          | 1                                     | 1              | 2                   | 0                     | 1                     | 0                   | 2                   | 1                                       |

**Note:** In case suitable candidates from reserved categories are not available, the posts shall be filled from amongst eligible candidates of the General Category, strictly on an ad-hoc basis.

### Educational Qualification:

Candidates must possess a Bachelor's degree in Arts, Science, or Commerce or an equivalent qualification from a recognized university. They must also demonstrate proficiency in computers (Word Processing and Spreadsheets) and qualify an English Shorthand Test at 80 W.P.M. and Transcription at 20 W.P.M. on computer.

### Age Limit:

Applicants must be at least 18 years of age and not more than 42 years as on 01.07.2025, in accordance with the latest Haryana Government instructions. Age relaxation shall be applicable to candidates belonging to Scheduled Castes, Backward Class-A & B of Haryana, and to those already in Government service, as per applicable government norms.

### Mode of Selection:

Candidates will be required to qualify:

1. English Shorthand Test at 80 W.P.M. and Transcription at 20 W.P.M. on computer, and
2. A Computer Proficiency Test (qualifying in nature).

### Schedule of Tests:

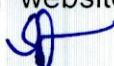
Applicants are advised to regularly check the official website of this Sessions Division at <https://rewari.dcourts.gov.in/notice-category/recruitments/> after the closing date, i.e. **17.09.2026 (05:00 P.M.)** for all updates including the test schedule, venue, and roll numbers. No separate call letters will be issued.

All candidates applying for the said post are hereby informed that the Stenography/Shorthand test is scheduled to be held on **28.09.2026, and on 05.10.2026 for Computer Proficiency Test (CPT).**



### **Instructions for Submission of Application:**

1. All candidates must submit their applications in the prescribed format, available on the official website of District Courts, Rewari, at <https://rewari.dcourts.gov.in/notice-category/recruitments/>, for the post of Stenographer Grade-III (Ad-hoc basis).
2. The application must include a recent passport-size photograph affixed at the top and contain details such as full name, father's/husband's name, date of birth, gender, educational qualifications, reservation category (if any), contact number, email address, permanent and correspondence address, and relevant work experience. Attested copies of all necessary documents must be enclosed.
3. Candidates already employed in any Government/Semi-Government Department, Board, or Corporation on ad-hoc basis must submit their applications through proper channel.
4. The envelope should be clearly superscribed as "Post Applied For Stenographer Grade-III (Adhoc)" and addressed to: The District and Sessions Judge, District Court Complex, Rewari.
5. Applications that are incomplete, without photographs, missing required documents, or received after the last date, shall be rejected without prior notice.
6. The last date for receipt of applications is **17.09.2026 up to 5:00 P.M.** Applications received after this deadline, including those delayed due to postal or other reasons, shall not be entertained.
7. The number of posts is subject to change depending on administrative requirements at the time of selection.
8. No separate call letters will be issued. All important information will be displayed on the notice board of this office and the official website mentioned above.
9. Candidates must bring their original documents and valid ID proof at the time of the test. No TA/DA shall be admissible for appearing in the test.
10. The decision of the Selection Committee regarding eligibility, selection criteria, acceptance/rejection of applications, and all related matters shall be final and binding.
11. No advance copy of application shall be entertained.
12. The final result will be published on the official website of this Sessions Division.

  
District & Sessions Judge,  
Rewari.

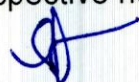
Endst. No. 9379 /Estt. Dated: 27/8/2026

Copy forwarded to the following for information and necessary action:-

1. The Employment Officer, Employment Exchanges at Rewari and Kosli, with a request to sponsor names of eligible candidates, if any, by **17.09.2026 up to 5:00 P.M.** The list of candidates received after this date shall not be entertained. The Employment Exchange should also notify the candidates sponsored.
2. The Secretary, Zila Sainik Board, Rewari, with a request to sponsor names of eligible ex-servicemen candidates, if any, by **17.09.2026 up to 5:00 P.M.**, positively.
3. The Advertisement Manager, Dainik Chetna, Bhiwani with a request to publish the advertisement at the earliest in their respective newspapers.



4. The Advertisement Manager, The Statesman, New Delhi with a request to publish the advertisement at the earliest in their respective newspapers.



**District & Sessions Judge,  
Rewari.**



**APPLICATION FORM FOR THE POST OF STENOGRAPHER GR.III  
(ADHOC BASIS) IN SESSIONS DIVISION REWARI**

Affix recent passport size  
photograph (Self-  
attested)

To

**The District & Sessions Judge,  
Rewari.**

**Subject:- Application for the post of Stenographer Gr.III (Adhoc Basis).**

|                                                                                  |                   |                 |             |
|----------------------------------------------------------------------------------|-------------------|-----------------|-------------|
| Name of Candidate (FULL NAME) :                                                  |                   |                 |             |
| Father's / Husband's Name :                                                      |                   |                 |             |
| Date of Birth :                                                                  |                   |                 |             |
| Age as on last date :                                                            |                   |                 |             |
| Gender (Male/Female) :                                                           |                   |                 |             |
| Nationality :                                                                    |                   |                 |             |
| Permanent Address :                                                              |                   |                 |             |
| Correspondence Address :                                                         |                   |                 |             |
| Category :                                                                       |                   |                 |             |
| Academic Qualification :                                                         |                   |                 |             |
| Examination /Degree                                                              | Board/ University | Year of passing | Divn./Class |
| 10th/Matric                                                                      |                   |                 |             |
| Graduation                                                                       |                   |                 |             |
| Other qualifications,<br>if any (candidate may<br>increase rows, if<br>required) |                   |                 |             |
| Work Experience (relevant, if any):                                              |                   |                 |             |
| Contact/Mobile Number:                                                           |                   |                 |             |
| E-mail I.D. (if any):                                                            |                   |                 |             |

**Note:- Attach self-attested photocopy of all relevant documents.**

I, \_\_\_\_\_ son/daughter/wife of Sh. \_\_\_\_\_  
hereby declare that the information given above and in the attached documents is true and  
correct to the best of my knowledge and belief and nothing has been concealed therein. I  
understand that if the information given by me is found false/not true, I may be prosecuted under  
the relevant provisions of law.

**Date:.....**

**Place:.....**

**(Signature of Candidate)**