

**HIMACHAL PRADESH STAFF SELECTION COMMISSION HAMIRPUR DISTT.
HAMIRPUR (H.P.)-177001**

Advertisement No. 37-3/2021

Dated: 01.12.2021

Website: <http://www.hpsssb.hp.gov.in>

Opening date for submission of Online Recruitment Application (ORA) Form : 06.12.2021

Closing date for submission of Online Recruitment Application (ORA) Form : 05.01.2022 till 11:59 PM

Online Applications are invited for direct recruitment of under mentioned categories of posts using the website of Himachal Pradesh Staff Selection Commission i.e. <http://www.hpsssb.hp.gov.in>. The online application can be filled up from 06.12.2021 to 05.01.2022 till 11:59 PM, thereafter website link will be disabled. The candidates are strictly advised to apply online well in advance to avoid rush during closing dates of submission of Online Recruitment Applications. **No offline Application Form will be accepted by the Commission. The candidates must read the instructions carefully for filling up ORA available on the website of HPSSC i.e. <http://www.hpsssb.hp.gov.in>.**

The downloaded copy of the online application form along with necessary original certificates and self attested photocopies must be brought at the time of documentation/Evaluation for 15 marks or to submit the same whenever required by the Commission to ascertain the eligibility of applicants.

ESSENTIAL QUALIFICATION(S) AND EXPERIENCE ETC.

Date for determining eligibility of all candidates in respect of Essential Qualification(s) and Experience, if any, etc. shall be the prescribed closing date for submission of On Line Recruitment Application (ORA) Form i.e. **05.01.2022 till 11.59PM.**

Age: The minimum and maximum age limit of 18 to 45 years will be reckoned as on 01-01-2021. The upper age limit is relaxable by five years for candidates belonging to Scheduled Caste, Scheduled Tribe and Other Backward Classes, Persons with disabilities & Children/Grand Children of Freedom Fighters of Himachal Pradesh. The upper age relaxation is also available to Ex-servicemen candidates of H.P. as per provisions of relevant rules/instructions of H.P. Govt.

Note:-

- i. The candidates must read the instructions/other terms and conditions carefully, which are available on the website of the HPSSC i.e. <http://www.hpsssb.hp.gov.in> before filling up ORA Forms for the post(s) concerned.
- ii. The candidates are advised to note down the USER ID and PASSWORD and this user ID and password will be applicable for all future reference regarding the examination/tests, downloading roll numbers/call letters/entering fee detail etc. No other assistance can be provided on this issue.
- iii. The candidates are advised to give their working mobile number and email ID, used by them in the online recruitment (ORA) application and ensure their working till the completion of selection process to avoid inconvenience. There is no other means of contacting them except their email & Mobile numbers.
- iv. The candidates shall fill up their complete and correct particulars in the ORA forms to avoid rejection of candidature. Furnishing incorrect information may disqualify the candidate from appearing for recruitment to any post to be advertised by the Commission for a period of three years.
- v. No other mode except online payment is acceptable for examination fees.
- vi. No. of post(s) is/ are tentative and may increase or decrease from time to time for different categories of posts, if any, fresh requisitions received from any requisitioning authorities for the posts having common/similar R & P Rules shall be included in the present number of posts up to 31.03.2022 or the date of written objective screening test whichever is earlier. Therefore, all the candidates are requested to apply under their respective category (s) as the post of any reserved category can be included to be filled up on the basis of this advertisement. The number of vacancies & reservation of post is liable to be altered without any notice.
- vii. The candidates will have to exercise the option in writing at the time of documentation/evaluation process and the selection/allocation of the departments will be made on the basis of "Merit –Cum-Option-Cum-Availability of Post" formula in the case of the posts of various departments and various districts in case of District cadre posts. However, the desirous reserve category candidate(s) may further opt that in case by considering him as MRC (Meritorious Reserve Candidate), he is not getting the post / department/district of his better

- preference/choice, then he may be considered in his respective reserve category for giving him better choice/preference for ultimate recommendation.
- viii. The recommendations of the Commission will be valid till the appointments are offered to the candidates by the Appointing Authority or for a period of one year from the date of recommendations whichever is earlier. Further, the recommendations shall be made by the Commission from the existing panel as and when the requisitions in respect of the additional vacancies are received from different departments for similar posts with similar/common Recruitment and Promotion Rules till the waiting panel in operation is exhausted or six months, whichever is earlier.”
 - ix. While preparing the final result, a category wise waiting list (panel) shall be prepared. The candidates placed in the waiting list/panel shall have no right to be appointed except when a selected/recommended candidate does not join and the waiting list is still in operation.
 - x. The Commission reserves the right to dispense with the written examination for any post keeping in view the number of applications viz-a-viz vacancies and other circumstances. In lieu of marks for written test, the Commission may prescribe a direct selection criteria based on essential qualifications mentioned in the R & P Rules and may directly conduct the Skill test / Physical test /evaluation of all the eligible applicants, as the case may be.
 - xi. The Commission reserves the right to implement para 4 of the Govt. Notification No.Per (AP.B) B(15) -5/2014 dated 17.04.2017 and clarifications/instructions, if any received from the Government during the recruitment process.
 - xii. The candidates must visit the website regularly for any further information regarding their roll numbers, admit card, evaluation schedule etc. They are advised to retain their registered mobile numbers/e-mail addresses till the conclusion of selection process for communication purpose.
 - xiii. As per instructions of the Government dated 11.06.2019 when an Economically Weaker Sections EWS candidate is not available for selection, the post(s) will be treated automatically as de-reserved and will be filled up from a non EWS candidate of unreserved category.
 - xiv. The candidates belonging to Antodaya/B.P.L. families, who apply for vacancies reserved for Economically Weaker Sections, on the basis of valid BPL certificate and non-SC/ST/OBC certificate issued by the competent authority as prescribed in the instructions of the Govt. dated 11.06.2019 shall be eligible for concession in examination fee.
 - xv. The candidate shall be eligible for appointment, if he/she has passed Matriculation and 10+2 from any school/institution situated within Himachal Pradesh. Provided that this condition shall not apply to Bonafide Himachalis.
 - xvi. The candidates are advised to retain the carbonless copy of their OMR sheets till the conclusion of selection process which may be requisitioned by the Commission as & when deemed necessary.
 - xvii. Dispute, if any, shall be subject to Court jurisdictions of HP.
 - xviii. The Commission reserves the right to change any other terms of the advertisement or to rectify the inadvertent/technical errors at any stage.

The detail of Posts, Eligibility Conditions, Mode of Selection and other terms and conditions are as under:-

1. Detail of Posts:-

Name of Department/Board/ Corporation/ Post/Pay Band	Post Code	Number of posts
1. <u>Health & Family Welfare</u> Medical Laboratory Technician Gr-II (on contract basis) a) Rs. 5910-20200+3000 GP b) Consolidate contractual emoluments Rs. 5910-20200+3000 GP+150% of GP- per month	926	Gen. (UR)-05, Gen.(EWS)-01, SC (UR)-01, OBC(UR)-02, OBC (BPL)-01 Total=10

2. <u>Industries</u> Investigator (on contract basis) Rs. 10300-34800+3600 GP	927	Gen. (UR)-03 Total=03																																	
3. <u>Various Departments/Boards/Corporations</u> Steno Typist (on contract basis) Rs. 5910-20200+2000 GP	928	<table> <tr> <th>Sr. No.</th><th>Name of Department/ Board/ Corporation</th><th>Break-up of posts</th></tr> <tr> <td>1.</td><td>Himachal Backward Classes Finance & Development Corporation Kangra</td><td>Gen. (UR)-01 Total-01</td></tr> <tr> <td>2.</td><td>Health & Family Welfare</td><td>Gen. (UR)-12, Gen. (EWS)-07, Gen. (WFF)-01, Gen. (WXM) -02, SC (UR)-10, SC (WXM)-01, ST (UR)-02, OBC (UR)-10, OBC (WXM)-01 Total-46</td></tr> <tr> <td>3.</td><td>Technical Education Vocational & Industrial Training, Sundernagar</td><td>SC (WXM)-01 Total-01</td></tr> <tr> <td>4.</td><td>Information & Public Relations</td><td>Gen. (UR)-01, Gen. (WXM)-01, SC (UR)-01, OBC (UR)-01 Total-04</td></tr> <tr> <td>5.</td><td>DC Lahaul Spiti</td><td>ST (UR)-02 Total-02</td></tr> <tr> <td>6.</td><td>Industries</td><td>Gen. (WXM)-01 Total-01</td></tr> <tr> <td>7.</td><td>HPPWD</td><td>Gen. (WXM)-02, SC (WXM)-01, ST (UR)-01, ST (BPL)-01, ST (WXM)-01, OBC (BPL)-02, OBC (WXM)-01 Total-09</td></tr> <tr> <td>8.</td><td>HP State Civil Supplies Corporation Ltd.</td><td>Gen. (WXM)-01 Total-01</td></tr> <tr> <td>9.</td><td>Himachal Academy of Arts, Culture & Languages</td><td>Gen. (UR)-01 Total-01</td></tr> <tr> <td></td><td></td><td>G. Total=66</td></tr> </table>	Sr. No.	Name of Department/ Board/ Corporation	Break-up of posts	1.	Himachal Backward Classes Finance & Development Corporation Kangra	Gen. (UR)-01 Total-01	2.	Health & Family Welfare	Gen. (UR)-12, Gen. (EWS)-07, Gen. (WFF)-01, Gen. (WXM) -02, SC (UR)-10, SC (WXM)-01, ST (UR)-02, OBC (UR)-10, OBC (WXM)-01 Total-46	3.	Technical Education Vocational & Industrial Training, Sundernagar	SC (WXM)-01 Total-01	4.	Information & Public Relations	Gen. (UR)-01, Gen. (WXM)-01, SC (UR)-01, OBC (UR)-01 Total-04	5.	DC Lahaul Spiti	ST (UR)-02 Total-02	6.	Industries	Gen. (WXM)-01 Total-01	7.	HPPWD	Gen. (WXM)-02, SC (WXM)-01, ST (UR)-01, ST (BPL)-01, ST (WXM)-01, OBC (BPL)-02, OBC (WXM)-01 Total-09	8.	HP State Civil Supplies Corporation Ltd.	Gen. (WXM)-01 Total-01	9.	Himachal Academy of Arts, Culture & Languages	Gen. (UR)-01 Total-01			G. Total=66
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9.	Himachal Academy of Arts, Culture & Languages	Gen. (UR)-01 Total-01																																	
		G. Total=66																																	
4. <u>Ayush Vibhag</u> Laboratory Technician (on contract basis) With fixed remuneration of Rs. 7860/- per month	929	SC (WXM)-01 Total=01																																	
5. <u>Town and Country Planning</u> Field Investigator (on contract basis) Rs. 5910-20200+2400 GP (The Field Investigator appointed on contract basis will be paid fixed contractual amount of Rs. 11,910/- per month (which shall be equal to minimum of the pay Band + Grade Pay +150% enhanced Grade Pay) An amount of Rs. 249/- (equal to 3% of the minimum of pay band + grade pay of the post) as annual increase in	930	Gen. (UR)-01 Total=01																																	

contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.		
6. <u>Economic & Statistics</u> Junior Scale Stenographer (on contract basis) Rs. 5910-20200+2800GP. Emoluments for Contractual Employees Rs. 8710/- per month	931	Gen. (UR)-01 Total=01
7. <u>Various Board/Corporation</u> Junior Office Assistant (Accounts) (on contract basis) Fixed contractual emoluments equal to Rs. 7860/- per month. However, the pay scale of the post is Rs. 5910-20200+ Rs. 1950 Grade Pay as per Notification dated 23.01.2016. Candidates trained in use of Accounting software like Tally or equivalent may be allowed one advance increment while candidates trained in SAP/ERP may be allowed two advance increments at the time of initial appointment subject to satisfactory performance adjudged by CAO/Management of HPPTCL.	932	1. <u>HPSEBL</u> Gen. (UR)-28, Gen. (EWS)-08, Gen. (WFF)-01, SC (UR)-16, SC (BPL)-04, ST (UR)-03, OBC (UR)-11, OBC (BPL)-03 Total-74 2. <u>HP Power Transmission Corporation Ltd.</u> Gen. (UR)-01, Gen. (EWS)-01 SC (UR)-02, Total-04 G. Total=78
8. <u>Health & Family Welfare</u> Staff Nurse (on contract basis) Rs. 10300-34800+3200GP (Consolidated emoluments 13500/- per months)	933	Gen. (UR)-33, Gen. (EWS)-09, Gen. (WFF)-02, SC (UR)-18, SC (BPL)-01, SC (WFF)-01, OBC (UR)-13, OBC (BPL)-04, ST (UR)-04 Total=85
9. <u>Health & Family Welfare</u> Radiographer (on contract basis) a) Rs. 5910-20200+3000GP b) Consolidated contractual emoluments Rs. 5910-20200+3000GP+150% of GP-per months)	934	SC (WFF)-01, OBC (BPL)-03 Total=04
10. <u>Health & Family Welfare</u> Laboratory Assistant (on contract basis) a) 5910-20200+2000 GP b) Consolidate contractual minimum of pay band+GP+150% of GP	935	Gen. (WFF)-02, Gen. (EWS)-05, OBC (BPL)-04, SC (BPL)-04, ST (WXM)-01 Total=16
11. <u>Health & Family Welfare</u> Operation Theatre Assistant (on contract basis) a) 5910-20200+2000 GP b) Consolidate fixed contractual emoluments 10000/- PM	936	Gen. (EWS)-08, Gen. (WFF)-01, SC (UR)-01, SC (BPL)-02, ST (BPL)-01, OBC (UR)-03, OBC (BPL)-02 Total=18
12. <u>Municipal Corporation, Shimla</u> Sanitary Inspector (on contract basis) Rs. 10300-34800+3600 GP	937	Gen. (UR)-03, Gen. (EWS)-01, SC (UR)-01, OBC (UR)-01 Total=06

13. Prisons & Correctional Services Junior Technician (Weaving Master/Instructor) (on contract basis) i) Pay scale for regular incumbent(s): Rs. 5910-20200+1900 GP ii) Emoluments for contract employees: Rs. 7810/- P.M. (Which shall be equal to minimum of the pay band + grade pay of the post.	938	Gen. (UR)-01, OBC (UR)-01, SC (UR)-01 Total=03																														
14. Various Departments/Boards/Corporations Junior Office Assistant (IT) (on contract basis) i) Rs. 5910-20200+1950 GP per month for regular appointees. ii) Rs. 7860/- (minimum of the pay band Rs. 5910/-+grade pay Rs, 1950/- plus Rs. 2925/- i.e. 150% of grade pay), total consolidated contractual amount of Rs. 10785/- per month for contract appointees.	939	<table border="1"> <thead> <tr> <th>Sr. No.</th><th>Name of Department</th><th>Break-up of posts</th></tr> </thead> <tbody> <tr> <td>1.</td><td>Election</td><td>Gen. (UR)-02, Gen. (EWS)-01, SC (UR)-01, ST (UR)-01, OBC (UR)-02 Total=07</td></tr> <tr> <td>2.</td><td>HPSEBL</td><td>Gen. (UR)-52, Gen. (EWS)-19, Gen. (WFF)-02, SC (UR)-30, SC (BPL)-06, SC (WFF)-01, ST (UR)-06, ST (BPL)-02, OBC (UR)-23, OBC (BPL)-06, OBC (WFF)-01 Total=148</td></tr> <tr> <td>3.</td><td>DC Lahaul Spiti</td><td>Gen. (UR)-01, ST (UR)-01, ST (BPL)-01 Total=03</td></tr> <tr> <td>4.</td><td>Labour & Employment</td><td>Gen. (UR)-11, Gen. (EWS)-02, SC (UR)-05, SC (BPL)-01, ST (UR)-01, OBC (UR)-04, OBC (BPL)-01 Total=25</td></tr> <tr> <td>5.</td><td>Prosecution</td><td>Gen. (UR)-02 Total=02</td></tr> <tr> <td>6.</td><td>Himachal Academy of Arts, Culture & Languages</td><td>Gen. (UR)-03 Total=03</td></tr> <tr> <td>7.</td><td>Rural Development</td><td>Gen. (UR) -03, Gen. (WFF)-01, SC (UR)-02, OBC (UR)-02 Total=08</td></tr> <tr> <td>8.</td><td>Atal Medical & Research University, HP at Ner Chowk, Mandi</td><td>Gen. (UR)-02, Gen. (EWS)-01, SC-UR)-01 Total=04</td></tr> <tr> <td></td><td></td><td>G. Total=200</td></tr> </tbody> </table>	Sr. No.	Name of Department	Break-up of posts	1.	Election	Gen. (UR)-02, Gen. (EWS)-01, SC (UR)-01, ST (UR)-01, OBC (UR)-02 Total=07	2.	HPSEBL	Gen. (UR)-52, Gen. (EWS)-19, Gen. (WFF)-02, SC (UR)-30, SC (BPL)-06, SC (WFF)-01, ST (UR)-06, ST (BPL)-02, OBC (UR)-23, OBC (BPL)-06, OBC (WFF)-01 Total=148	3.	DC Lahaul Spiti	Gen. (UR)-01, ST (UR)-01, ST (BPL)-01 Total=03	4.	Labour & Employment	Gen. (UR)-11, Gen. (EWS)-02, SC (UR)-05, SC (BPL)-01, ST (UR)-01, OBC (UR)-04, OBC (BPL)-01 Total=25	5.	Prosecution	Gen. (UR)-02 Total=02	6.	Himachal Academy of Arts, Culture & Languages	Gen. (UR)-03 Total=03	7.	Rural Development	Gen. (UR) -03, Gen. (WFF)-01, SC (UR)-02, OBC (UR)-02 Total=08	8.	Atal Medical & Research University, HP at Ner Chowk, Mandi	Gen. (UR)-02, Gen. (EWS)-01, SC-UR)-01 Total=04			G. Total=200
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8.	Atal Medical & Research University, HP at Ner Chowk, Mandi	Gen. (UR)-02, Gen. (EWS)-01, SC-UR)-01 Total=04																														
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15. Industries Assistant Mining Inspector (on contract basis) Rs. 5910-20200+2400 GP	940	Gen. (UR)-01, OBC (UR)-01 Total=02																														

16. <u>HPSEBL</u> Junior Draughtsman (Electrical) (on contract basis) Fixed contractual emoluments equal to Rs. 14025/- per Month. However the pay scale of the post is Rs. 6400-20200+3050 GP+150%	941	Gen. (Sportsperson)-03 (Kabbadi-02, Volleyball-1) Total=03
17. <u>Health & Family Welfare</u> Pharmacist (Allopathy) (on contract basis) a) Rs. 5910-20200+3000 Grade Pay b) Consolidate contractual emoluments 5910-20200+3000+150% of GP-per month.	942	Gen. (Sportsperson)-03 Total=03
18. <u>Health & Family Welfare</u> Medical Laboratory Technician Grade-II (on contract basis) a) Rs. 5910-20200+3000 Grade Pay b) Consolidate contractual emoluments Rs. 5910-20200+3000GP+150% of GP-per month.	943	Gen. (Sportsperson)-02 Total=02
19. <u>Health & Family Welfare</u> Operation Theatre Assistant (on contract basis) a) Rs. 5910-20200+2000 Grade Pay b) Consolidate contractual emoluments 10000/-PM	944	Gen. (Sportsperson)-02 Total=02
20. <u>Health & Family Welfare</u> Laboratory Assistant (on contract basis) a) Rs. 5910-20200+2000 Grade Pay b) Consolidate contractual minimum of pay band+GP+150% of GP	945	General (Sportsperson)-06 Total=06
21. <u>Health & Family Welfare</u> Radiographer (on contract basis) a) Rs. 5910-20200+3000 Grade Pay b) Consolidate contractual emoluments Rs. 5910-20200+3000GP+150% of GP per month.	946	General (Sportsperson)-03 Total=03
22. <u>Women and Child Development</u> Statistical Assistant (on contract basis) Rs.10300-34800+3800GP (Minimum of the pay band plus Grade Pay)	947	Gen. (EWS)-03, OBC (UR)-02, Gen. (WFF)-01 Total=06
23. <u>HPPWD</u> Junior Technician (Electrical) (on contract basis) Rs. 5910-20200+1900GP	948	Gen. (UR)-09, Gen. (EWS)-01, SC (UR)-01, OBC (UR)-01 Total=12

24. <u>HIMFED</u> Accountant (on contract basis) Rs. 10300-34800+3800GP with initial start of Rs. 14100/-PM plus 150% hike in GP to the contract appointee	949	Gen. (UR)-04 Total=04
25. <u>Himachal Academy of Arts, Culture & Language</u> Librarian (on contract basis) Rs. 10300-34800+3200GP	950	Gen. (UR)-01 Total=01
26. <u>Municipal Corporation Dharamshala</u> Accountant (on contract basis) i) Rs. 10300-34800+3800GP. ii) Emoluments for Contract Employees Rs. 14100/-.	951	Gen. (UR)-01 Total=01
27. <u>Municipal Corporation Dharamshala</u> Junior Accountant (on contract basis) i) Rs. 5910-20200+2800GP. ii) Emoluments for Contract Employees Rs. 8710/-.	952	Gen. (UR)-02 Total=02
28. <u>Industries</u> Mining Inspector (on contract basis) Rs. 5910-20200+2800GP	953	Gen. (UR)-02, Gen. (EWS)-01, OBC (UR)-01 Total=04
29. <u>Health & Family Welfare</u> Pharmacist (Allopathy) (on contract basis) Rs. 5910-20200+3000GP Consolidate contractual emoluments 5910-20200+3000+150% of GP/- per month	954	OBC (UR)-01, OBC (WXM)-01, SC (UR)-01, SC (WXM)-03, ST (WXM)-01 Total=07
30. <u>HP State Forest Development Corporation Ltd.</u> Boiler Operator (on contract basis) Rs. 5910-20200+2400GP	955	Gen. (UR)-03 Total=03
31. <u>Medical Education & Research</u> Medical Social Worker (on Regular basis) Rs. 10300-34800+3800GP	956	Gen. (UR)-01 Total=01
2. Minimum Essential Qualifications as per R&P Rules.		
926 Medical Laboratory Technician Gr-II	i) 10+2 in Science from a recognized Board of School Education. ii) B.Sc. Medical Laboratory Technology/B.Sc. Medical Technology Laboratory/B.Sc. Medical Technology (Laboratory)/B.Sc. Medical Laboratory Sciences/B.Sc. in Medical Laboratory Technology (Lateral) from a recognized University or an Institution affiliated to a recognized University. iii) Should be registered with the HP Para Medical Council for the above qualification. Note :- A candidate shall be eligible for appointment of this post, if, he/she has passed	

	Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.												
927 Investigator	Should have passed Master's Degree in Statistics/Mathematics/ Economics/Commerce from a recognized University. Provided that he should have passed Matriculation and 10+2 Examination from any School/Institution situated within Himachal Pradesh; Provided further that this condition shall not apply to bonafide Himachalis.												
928 Steno Typist	<p>i) Should have passed 10+2 examination from a recognized Board of School Education.</p> <p>ii) Must possess the following speed in Short-hand and Typing on computers in both the language i.e. English & Hindi at the time of initial appointment :-</p> <table><tr><th colspan="2">Speed in shorthand</th><th colspan="2">Speed in Typing on Computer</th></tr><tr><td>ENGLISH</td><td>HINDI</td><td>ENGLISH</td><td>HINDI</td></tr><tr><td>60WPM</td><td>60WPM</td><td>25WPM</td><td>25WPM</td></tr></table> <p>Provided that at the time of initial recruitment the candidate shall have to pass shorthand test in either of the language i.e. in Hindi or English at the prescribed speed:</p> <p>Provided further that the candidates will have to pass typing test in both the languages at the time of initial recruitment:</p> <p>Provided further that the incumbent having passed shorthand in one language, at the time of initial recruitment at the prescribed speed, shall have to pass the shorthand test in second language within a period of three years from the date of appointment. The appointment letter of such candidate who does not qualify the shorthand test in second language shall contain the specific condition that he shall have to pass the test in shorthand test in second language within a period of three years and if he qualifies the test in Shorthand test in second language with in a period of three years he will be eligible to draw his annual increment from due dates and the candidate who qualifies the said test after three years will be eligible to draw first increment only from the date of qualifying the prescribed test.</p> <p>iii) Should have the knowledge of word processing in computer as prescribed by the recruiting authority.</p> <p>Note :- A candidate shall be eligible for appointment of this post, if, he/she has passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.</p>	Speed in shorthand		Speed in Typing on Computer		ENGLISH	HINDI	ENGLISH	HINDI	60WPM	60WPM	25WPM	25WPM
Speed in shorthand		Speed in Typing on Computer											
ENGLISH	HINDI	ENGLISH	HINDI										
60WPM	60WPM	25WPM	25WPM										
929 Laboratory Technician	<p>i) 10+2 with Science or its equivalent from a recognized Board of School Education/University.</p> <p>ii) Should possess a Diploma in Medical Laboratory Technology from an Institution duly recognized by the HP/Central Government.</p> <p>OR</p> <p>B.Sc. Degree in Medical Laboratory Technology from a recognized University or from an Institution duly recognized by the HP Government/Central Government.</p> <p>iii) Must be registered with the Himachal Pradesh Para Medical Council.</p> <p>Note :- A candidate shall be eligible for appointment of this post, if, he/she has passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.</p>												
930 Field Investigator	<p>Bachelor's Degree in Science or Arts with Economics/Statistics/Mathematics as one of the elective subject or Bachelor's Degree in Commerce or its equivalent from a recognized University.</p> <p>Note :- A candidate shall be eligible for appointment of this post, if, he/she has passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.</p>												

931 Junior Scale Stenographer	<p>i) Should have passed 10+2 Examination from a recognized Board of School Education/University.</p> <p>ii) Must possess the following speed in Shorthand and Typing on Computer in both languages i.e. English & Hindi at the time of initial recruitment:-</p> <p>Speed in Shorthand</p> <p>English - 80 WPM</p> <p>Hindi - 70WPM</p> <p>Speed in Typing on Computer</p> <p>English - 40 WPM</p> <p>Hindi - 30 WPM</p> <p>Provided that at the time of initial recruitment the candidate shall have to pass shorthand test in either of the language i.e. in Hindi or English at the prescribed speed.</p> <p>Provided further that the candidate will have to pass typing test in both the languages at the time of initial recruitment:</p> <p>Provided further that the incumbent having passed shorthand in one language, at the time of initial recruitment at the prescribed speed, shall have to pass the shorthand test in second language either in Hindi or English within a period of three years from the date of appointment. The appointment letter of such candidate who does not qualify the shorthand test in second language at the time of initial recruitment shall contain the specific condition that he / she shall have to pass the test in shorthand test in second language within a period of three years and if he/she qualifies the Shorthand test within the period of three years he/she will be eligible to draw his/her annual increment from due date and the candidate who qualifies the said test after three years will be eligible to draw his/her first increment only from the date of qualifying the prescribed test.</p> <p>iii) Should have the knowledge of word processing in computer as prescribed by the recruiting authority.</p> <p>Note :- A candidate shall be eligible for appointment of this post, if, he/she has passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.</p>
932 Junior Office Assistant (Accounts)	<p>B.Com. from a recognized University.</p> <p>Note:- i) Candidate having M.Com qualification must have passed B.Com at graduation level.</p> <p>ii) A candidate shall be eligible for appointment of this post, if, he/she has passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.</p>
933 Staff Nurse	<p>i) 10+2 preferably with Science from a recognized Board of School Education.</p> <p>ii) Qualified 'A' Grade Nurse (Diploma in GNM) or B.Sc. Nursing from a recognized University/Institution.</p> <p>Note :- A candidate shall be eligible for appointment of this post, if, he/she has passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.</p>
934 Radiographer	<p>i) 10+2 in Science from a recognized Board of School Education/University;</p> <p>ii) B.Sc. Medical Technology (Radiology & Imaging)/B.Sc. Medical Technology (Radio Diagnosis & Radiotherapy)/B.Sc. Medical Technology (X-Ray /Radiodiagnosis)/B.Sc. Radiation Technology/B.Sc. Medical imaging Technology/B.Sc. Medical Technology (Radio diagnosis & Imaging)/B.Sc. Medical Technology (Radiography & Imaging)/B.Sc. in Allied Health Science/Medical Imaging Technology/B.Sc. in Medical Radio & Imaging Technology/Bachelor of Radiation & Imaging Technology/Bachelor of Radiation Technology (Lateral Entry) from recognized University.</p> <p>iii) Must be registered with the Himachal Pradesh Para Medical Council, Shimla.</p> <p>Note: - A candidate shall be eligible for appointment of this post, if, he/she has passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.</p>

935 Laboratory Assistant	<p>i) 10+2 with Science (Physics, Chemistry, Biology) from a recognized Board of School Education/University.</p> <p>ii) A candidate shall be eligible for appointment if he/she has passed Matriculation and 10+2 examination from any School/Institution situated within Himachal Pradesh. Provided that this condition shall not apply to Bonafide Himachalis.</p>
936 Operation Theatre Assistant	<p>i) Should be 10+2 with Science (Physics, Chemistry and Biology) with 50% in from a recognized Board of School Education/Institution.</p> <p>ii) Must have passed OTA Training course from a recognized Institution by the State Government. OR B.Sc. Degree in Medical Technology (Anaesthesia & OT Techniques) from Himachal Pradesh University or equivalent Degree recognized by the State Government. Persons holding Graduate Degree in Medical Technology (Anaesthesia & OT Techniques) will be preferred.</p> <p>iii) Should be registered with H.P. Para Medical Council.</p> <p>Note: - A candidate shall be eligible for appointment to Class-III post(s), if he/she has passed Matriculation and 10+2 examination from any School/Institution situated in HP. Provided this condition shall not apply to Bonafide Himachalis.</p>
937 Sanitary Inspector	<p>Graduation with Diploma in Sanitation from recognized Institute.</p> <p>Note: - A candidate shall be eligible for appointment of this post, if he/she has passed Matriculation and 10+2 examination from any School/Institution situated within Himachal Pradesh. Provided that this condition shall not apply to Bonafide Himachalis.</p>
938 Junior Technician (Weaving Master/ Instructor)	<p>i) Should have passed 10+2 from a Board recognized by Central/State Government. Provided that the candidate must have passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided further that this condition shall not apply to Bonafide Himachalis.</p> <p>ii) Should also possess Diploma/Certificate in Textile Technology from an institution recognized by the Central/State Government.</p>
939 Junior Office Assistant (IT)	<p>i) Should have passed 10+2 Examination from a recognized Board of School Education/University. OR Matriculation from recognized Board of School Education with one/two year's Diploma/Certificate from an Industrial Training Institute (ITI) in Information Technology (IT) & Information Technology Enabled Sectors (ITES) as notified by Director General of Employment & Training (Govt. of India) from time to time or three years Diploma in Computer Engineering/Computer Science/IT from a Polytechnic as approved by All India Council for Technical Education (AICTE):</p> <p>ii) Computer typing speed of 30 words per minute in English or 25 words per minute in Hindi. Provided that visually impaired persons selected/recruited under 1% quota will be exempted from acquiring Diploma in Computer Science/Computer Application/Information Technology and passing of typing test instead they shall be imparted necessary basic training including computer training course by the Department concerned through Composite Regional Centre (CRC), Sundernagar or National Institute for the Visually Handicapped (NIVH), Dehradun or Composite Training Centre (CTC), Ludhiana. They shall have to complete the above training for which three chances will be afforded. If the incumbent fails to qualify the same his/her services shall be terminated. However, the incumbents already in the service shall be afforded sufficient number of chances to complete the aforesaid training: Provided further that differently abled persons who are otherwise qualified to hold clerical post as certified being unable to type, by the Medical Board, may be exempted from passing the typing test. Explanation:- The term, "differently abled persons" does not cover visually impaired persons or persons who are hearing impaired but cover only those whose physical disability/deformity permanently prevents them from typing. The above criteria for grant of exemption from passing the typing test shall also be applicable to the Skill Test Norms on Computers.</p>

	<p>Note :- A candidate shall be eligible for appointment of this post, if, he/she has passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.</p>
940 Assistant Mining Inspector	<p>Should have passed 10+2 examination with Science from the Board of School Education or any other Institution recognized by the State Government.</p> <p>Note :- A candidate shall be eligible for appointment to Class-III post(s), if he/she has passed Matriculation and 10+2 examination from any School/ Institution situated in HP. Provided this condition shall not apply to Bonafide Himachalis.</p>
941 Junior Draughtsman (Electrical)	<p>Diploma or Degree in Architectural Assistantship/Architecture by whatever name called from a recognized Board/Institution/University established by law by the State/Central Govt.</p> <p style="text-align: center;">OR</p> <p>Course in the trade of Draughtsman ship/Diploma in Draughtsman ship by whatever name called from a Polytechnic Institute/ITI.</p> <p>A candidate should be atleast a category-IV sportsman who is: Medal winners in All India Inter Varsity Sports Tournament or Medal winners in All India National School Games or Medal winners in recognized Jr. National Sports Championship in one of the following sports :-</p> <p>1) Kabaddi 2) Volleyball.</p> <p>A candidate shall be eligible for appointment to Class-III post(s), if he/she has passed Matriculation and 10+2 examination from any School/ Institution situated in HP. Provided this condition shall not apply to Bonafide Himachalis.</p>
942 Pharmacist (Allopathy)	<p>i) 10 plus 2 in Science from a recognized Board of School Education.</p> <p>ii) Degree or Diploma in Pharmacy from a recognized University or an Institution duly recognized by the Central/State Government.</p> <p>iii) Must be registered with the Pharmacy Council of the concerned State/Central Government.</p> <p><i>Notwithstanding the provision contained in sub-rule a (i) supra the candidates who have done diploma in Pharmacy prior to 12.9.2001 and are matriculates shall not be rendered ineligible.</i></p> <p>Note :- A candidate shall be eligible for appointment of this post, if, he/she has passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.</p> <p>A candidate should be atleast a category-IV sportsman who is: Medal winners in All India Inter Varsity Sports Tournament or Medal winners in All India National School Games or Medal winners in recognized Jr. National Sports Championship in one of the following sports :-</p> <p>1) Archery 2) Athletics (Track and Field events) 3) Atya/Patya 4) Badminton 5) Ball Badminton 6) Basketball 7) Billiards & Snooker 8) Boxing 9) Bridge 10) Carrom 11) Chess 12) Cricket 13) Cycling 14) Equestrian sport 15) Football 16) Golf 17) Gymnastics (including body building) 18) Handball 19) Hockey 20) Judo 21) Kabaddi 22) Karate-Do 23) Kayaking & Canoeing 24) Kho-Kho 25) Polo 26) Power Lifting 27) Rifle Shooting 28) Roller Skating 29) Rowing 30) Softball 31) Squash 32) Swimming 33) Table Tennis 34) Taekwondo 35) Tenni-Koit 36) Tennis 37) Volleyball 38) Weightlifting 39) Wrestling 40) Yatching.</p>
943 Medical Laboratory Technician Gr-II	<p>i) 10+2 in Science from a recognized Board of School Education.</p> <p>ii) B.Sc. Medical Laboratory Technology/B.Sc. Medical Technology Laboratory/B.Sc. Medical Technology (Laboratory)/B.Sc. Medical Laboratory Sciences/B.Sc. in Medical Laboratory Technology (Lateral) from a recognized University or an Institution affiliated to a recognized University.</p> <p>iii) Should be registered with the HP Para Medical Council for the above qualification.</p> <p>Note :- A candidate shall be eligible for appointment of this post, if, he/she has passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.</p> <p>A candidate should be atleast a category-IV sportsman who is: Medal winners in All</p>

	<p>India Inter Varsity Sports Tournament or Medal winners in All India National School Games or Medal winners in recognized Jr. National Sports Championship in one of the following sports :-</p> <p>1) Archery 2) Athletics (Track and Field events) 3) Atya/Patya 4) Badminton 5) Ball Badminton 6) Basketball 7) Billiards & Snooker 8) Boxing 9) Bridge 10) Carrom 11) Chess 12) Cricket 13) Cycling 14) Equestrian sport 15) Football 16) Golf 17) Gymnastics (including body building) 18) Handball 19) Hockey 20) Judo 21) Kabaddi 22) Karate-Do 23) Kayaking & Canoeing 24) Kho-Kho 25) Polo 26) Power Lifting 27) Rifle Shooting 28) Roller Skating 29) Rowing 30) Softball 31) Squash 32) Swimming 33) Table Tennis 34) Taekwondo 35) Tenni-Koit 36) Tennis 37) Volleyball 38) Weightlifting 39) Wrestling 40) Yatching.</p>
944 Operation Theatre Assistant	<p>i) Should be 10+2 with Science (Physics, Chemistry and Biology) with 50% in from a recognized Board of School Education/Institution.</p> <p>ii) Must have passed OTA Training course from a recognized Institution by the State Government.</p> <p style="text-align: center;">OR</p> <p>B.Sc. Degree in Medical Technology (Anaesthesia & OT Techniques) from Himachal Pradesh University or equivalent Degree recognized by the State Government. Persons holding Graduate Degree in Medical Technology (Anaesthesia & OT Techniques) will be preferred.</p> <p>iii) Should be registered with H.P. Para Medical Council.</p> <p>Note: - A candidate shall be eligible for appointment to Class-III post(s), if he/she has passed Matriculation and 10+2 examination from any School/Institution situated in HP. Provided this condition shall not apply to Bonafide Himachalis.</p> <p>A candidate should be atleast a category-IV sportsman who is: Medal winners in All India Inter Varsity Sports Tournament or Medal winners in All India National School Games or Medal winners in recognized Jr. National Sports Championship in one of the following sports :-</p> <p>1) Archery 2) Athletics (Track and Field events) 3) Atya/Patya 4) Badminton 5) Ball Badminton 6) Basketball 7) Billiards & Snooker 8) Boxing 9) Bridge 10) Carrom 11) Chess 12) Cricket 13) Cycling 14) Equestrian sport 15) Football 16) Golf 17) Gymnastics (including body building) 18) Handball 19) Hockey 20) Judo 21) Kabaddi 22) Karate-Do 23) Kayaking & Canoeing 24) Kho-Kho 25) Polo 26) Power Lifting 27) Rifle Shooting 28) Roller Skating 29) Rowing 30) Softball 31) Squash 32) Swimming 33) Table Tennis 34) Taekwondo 35) Tenni-Koit 36) Tennis 37) Volleyball 38) Weightlifting 39) Wrestling 40) Yatching.</p>
945 Laboratory Assistant	<p>i) 10+2 with Science (Physics, Chemistry, Biology) from a recognized Board of School Education/ University.</p> <p>ii) A candidate shall be eligible for appointment if he/she has passed Matriculation and 10+2 examination from any School/Institution situated within Himachal Pradesh Provided that this condition shall not apply to Bonafide Himachalis.</p> <p>iii) A candidate should be atleast a category-IV sportsman who is: Medal winners in All India Inter Varsity Sports Tournament or Medal winners in All India National School Games or Medal winners in recognized Jr. National Sports Championship in one of the following sports :-</p> <p>1) Archery 2) Athletics (Track and Field events) 3) Atya/Patya 4) Badminton 5) Ball Badminton 6) Basketball 7) Billiards & Snooker 8) Boxing 9) Bridge 10) Carrom 11) Chess 12) Cricket 13) Cycling 14) Equestrian sport 15) Football 16) Golf 17) Gymnastics (including body building) 18) Handball 19) Hockey 20) Judo 21) Kabaddi 22) Karate-Do 23) Kayaking & Canoeing 24) Kho-Kho 25) Polo 26) Power Lifting 27) Rifle Shooting 28) Roller Skating 29) Rowing 30) Softball 31) Squash 32) Swimming 33) Table Tennis 34) Taekwondo 35) Tenni-Koit 36) Tennis 37) Volleyball 38) Weightlifting 39) Wrestling 40) Yatching.</p>
946 Radiographer	<p>i) 10+2 in Science from a recognized Board of School Education/University;</p> <p>ii) B.Sc. Medical Technology (Radiology & Imaging)/B.Sc. Medical Technology (Radio</p>

	<p>Diagnosis & Radiotherapy)/B.Sc. Medical Technology (X-Ray/Radiodiagnosis)/B.Sc. Radiation Technology/ B.Sc. Medical imaging Technology/B.Sc. Medical Technology (Radio diagnosis & Imaging)/B.Sc. Medical Technology (Radiography & Imaging)/B.Sc. in Allied Health Science/Medical Imaging Technology/B.Sc. in Medical Radio & Imaging Technology/ Bachelor of Radiation & Imaging Technology/Bachelor of Radiation Technology (Lateral Entry) from recognized University.</p> <p>iii) Must be registered with the Himachal Pradesh Para Medical Council, Shimla.</p> <p>Note :- A candidate shall be eligible for appointment of this post, if, he/she has passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.</p> <p>A candidate should be atleast a category-IV sportsman who is: Medal winners in All India Inter Varsity Sports Tournament or Medal winners in All India National School Games or Medal winners in recognized Jr. National Sports Championship in one of the following sports :-</p> <p>1) Archery 2) Athletics (Track and Field events) 3) Atya/Patya 4) Badminton 5) Ball Badminton 6) Basketball 7) Billiards & Snooker 8) Boxing 9) Bridge 10) Carrom 11) Chess 12) Cricket 13) Cycling 14) Equestrian sport 15) Football 16) Golf 17) Gymnastics (including body building) 18) Handball 19) Hockey 20) Judo 21) Kabaddi 22) Karate-Do 23) Kayaking & Canoeing 24) Kho-Kho 25) Polo 26) Power Lifting 27) Rifle Shooting 28) Roller Skating 29) Rowing 30) Softball 31) Squash 32) Swimming 33) Table Tennis 34) Taekwondo 35) Tenni-Koit 36) Tennis 37) Volleyball 38) Weightlifting 39) Wrestling 40) Yatching.</p>
947 Statistical Assistant	<p>B.Com or B.Sc./BA with Economics/Mathematics/Statistics as one of the subjects or its equivalent from recognized University.</p> <p>Note: - A candidate shall be eligible for appointment to Class-III post(s), if he/she has passed Matriculation and 10+2 examination from any School/Institution situated in HP. Provided this condition shall not apply to Bonafide Himachalis.</p>
948 Junior Technician (Electrical)	<p>i) Should have passed Matric examination or its equivalent from a recognized Board/University.</p> <p>ii) Certificate Course of 02 years duration in Electrician or Wireman trade or its equivalent from a recognized ITI or from an Institution duly recognized by the HP/Central Government.</p> <p>iii) At least 01 year practical experience in electrical/wiring work under registered electrical government contractor.</p> <p>Note :- A candidate shall be eligible for appointment to Class-III post(s), if he/she has passed Matriculation and 10+2 examination from any School/ Institution situated in HP. Provided this condition shall not apply to Bonafide Himachalis.</p>
949 Accountant	<p>Having minimum qualification of B.Com/C.A. inter or MBA (Finance).</p> <p>Note :- A candidate shall be eligible for appointment to Class-III post(s), if he/she has passed Matriculation and 10+2 examination from any School/ Institution situated in HP. Provided this condition shall not apply to Bonafide Himachalis.</p>
950 Librarian	<p>B.A. second class (50%) with second class (50%) B.lib/diploma in library science from a recognized University or its equivalent.</p> <p>Note :- A candidate shall be eligible for appointment to Class-III post(s), if he/she has passed Matriculation and 10+2 examination from any School/ Institution situated in HP. Provided this condition shall not apply to Bonafide Himachalis.</p>
951 Accountant	<p>i) B.Com. Degree from a recognized or any institute duly recognized by State/Centre Government.</p> <p>ii) Having knowledge of Computer application.</p> <p>Note :- A candidate shall be eligible for appointment to Class-III post(s), if he/she has passed Matriculation and 10+2 examination from any School/ Institution situated in HP. Provided this condition shall not apply to Bonafide Himachalis.</p>

952 Junior Accountant	i) Bachelor Degree in Commerce from a recognized University/Institution. ii) Should have basic knowledge of Computer operation with at least one year Computer Training Certificate from a recognized/reputed institution. iii) Should have accounting knowledge for working on Tally Software. Note :- A candidate shall be eligible for appointment to Class-III post(s), if he/she has passed Matriculation and 10+2 examination from any School/ Institution situated in HP. Provided this condition shall not apply to Bonafide Himachalis.
953 Mining Inspector	B.Sc. Degree in Science with Geology from a recognized University. Note :- A candidate shall be eligible for appointment to Class-III post(s), if he/she has passed Matriculation and 10+2 examination from any School/Institution situated in HP. Provided this condition shall not apply to Bonafide Himachalis.
954 Pharmacist (Allopathy)	i) 10 plus 2 in Science from a recognized Board of School Education. ii) Degree or Diploma in Pharmacy from a recognized University or an Institution duly recognized by the Central/State Government. iii) Must be registered with the Pharmacy Council of the concerned State/Central Government. <i>Notwithstanding the provision contained in sub-rule a (i) supra the candidates who have done diploma in Pharmacy prior to 12.9.2001 and are matriculates shall not be rendered ineligible.</i> Note :- A candidate shall be eligible for appointment of this post, if, he/she has passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.
955 Boiler Operator	Minimum Matriculate with second class Boiler Attendant certificate of competency awarded by the competent authority anywhere in India. Minimum 3 years experience in operating the Furnace Oil/Fired wood Boiler, in a industry/factory. Note :- A candidate shall be eligible for appointment of this post, if, he/she has passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.
956 Medical Social Worker	Post Graduate in Social Science or Sociology from a University recognized by the Central or HP Government. Note :- A candidate shall be eligible for appointment of this post, if, he/she has passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.
3. Desirable Qualifications:-	
Post code 926 to 931, 933 to 939, 941 to 946, 948 to 950, 952, 954	Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
Post code 932	i. Knowledge of customs, manners and dialects of Himachal Pradesh and Suitability for appointment in the peculiar conditions prevailing in the Pradesh. ii. Training and proficiency in use of accounting softwares like Talley/SAP/ERP.
Post code 940	i. Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh. ii. Two years practical experience in the line from Government/Semi Government Organization or registered Mining Contractor.

Post code 947	i. At least 3 years experience in the field of collection compilation of statistical data. ii. Higher qualifications in any of the above subjects. iii. Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
Post code 951	i. M.Com. Degree from recognized university or any institute duly recognized by State/Centre Government. ii. Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
Post code 953	i. Two years experience in the line. ii. Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
Post code 955	i) Experience in Chemical Industry, dealing with corrosive and highly inflammable products. ii) Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
Post Code 956	i) Experience in Health Education Extension Education, Family Planning, Social Work in any recognized Institution. ii) Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
4. Mode of Selection -Part-I (Written test of 85 marks)	
The Written Objective type Screening test of two hours duration will consist of 170 Multiple Choice Questions (MCQ) of 85 marks. Each question will be of ½ marks. The skill tests wherever applicable will be of qualifying nature for those who qualify the Written Objective type Screening Test.	
926, 927, 929, 930, 932 to 936, 940, 947 to 956	Objective type screening test consisting of 170 Multiple Choice Questions from:- i) Subject(s)/field(s) concerned prescribed as essential qualification(s) in the R&P Rules and as notified in the advertisement. <div style="text-align: right;">=120 questions</div> ii) General Knowledge including General Knowledge of Himachal Pradesh, Current Affairs, Everyday Science, Logic, Social Science, General English & General Hindi of Matric standard. <div style="text-align: right;">= 50 questions</div>
928	i) Objective type screening test consisting of 170 Multiple Choice Questions from General English of 10+2 standard and Hindi of Matric standard, General Knowledge including General Knowledge of Himachal Pradesh, Everyday Science, Word Processing, Social Science, Current affairs & Logic. ii) Skill test in Shorthand in either of the language i.e. in Hindi or English and typewriting in both the languages at the initial recruitment with the following minimum speeds for those who qualify objective type of screening test. <div style="display: flex; justify-content: space-between;"> <div> <u>Speed in Shorthand</u> English 60 WPM Hindi 60 WPM </div> <div> <u>Speed in typewriting</u> English 25 WPM Hindi 25 WPM </div> </div> Skill tests will be of qualifying nature.
931	i) Objective type screening test consisting of 170 Multiple Choice Questions from General English of 10+2 standard and Hindi of Matric standard, General Knowledge including General Knowledge of Himachal Pradesh, Everyday Science, Word Processing, Social Science, Current affairs & Logic. ii) Skill test in Shorthand in either of the language i.e. in Hindi or English and typewriting in both the languages at the time of initial recruitment with the following minimum qualifying speeds for those who qualify objective type of screening test:- <div style="display: flex; justify-content: space-between;"> <div> <u>Speed in Shorthand</u> English 80 WPM Hindi 70WPM </div> <div> <u>Speed in typewriting</u> English 40 WPM Hindi 30WPM (Skill tests will be of qualifying nature). </div> </div>

937, 938	Objective type screening test consisting of 170 Multiple Choice Questions from Subject(s)/field(s) concerned, General Knowledge including General Knowledge of Himachal Pradesh, Current Affairs, Everyday Science, Logic, Social Science, General English & General Hindi of Matric standard.
939	<p>Objective type screening test consisting of 170 Multiple Choice Questions from :-</p> <p>i) Syllabus relating to Computer Science/Computer Application/Information Technology (IT)/ Information Technology Enabled Sectors (ITES)/Information Practices (IP) prescribed as essential qualification(s) in the R&P Rules and as notified in the advertisement. =120 questions</p> <p>ii) General Knowledge including General Knowledge of Himachal Pradesh, Current Affairs, Everyday Science, Logic, Social Science, General English & General Hindi of Matric standard = 50 questions</p> <p>iii) Skill test on computer with minimum typing speed of 30 words per minute in English or 25 words per minute in Hindi for those who qualify objective type of screening test. Skill test will be of qualifying nature.</p>
941	<p>Objective type screening test consisting of 170 Multiple Choice Questions from:-</p> <p>i) Subject(s)/field(s) concerned prescribed as essential qualification(s) in the R&P Rules and as notified in the advertisement. =120 questions</p> <p>ii) General Knowledge including General Knowledge of Himachal Pradesh, Current Affairs, Everyday Science, Logic, Social Science, General English & General Hindi of Matric standard = 50 questions</p> <p>Criteria for selection of Outstanding Sportspersons who will be eligible for employment in Government Departments/Boards/Corporation and Universities will be as under:- A candidate should be atleast a category-IV sportsman who is (I) Medal winners in All India Inter Varsity Sports Tournament or (II) Medal winners in All India National School Games or (III) Medal winners in recognized Jr. National Sports Championship in one of the following sports :- 1) Kabaddi 2) Volleyball.</p>
942 to 946	<p>Objective type screening test consisting of 170 Multiple Choice Questions from:-</p> <p>i) Subject(s)/field(s) concerned prescribed as essential qualification(s) in the R&P Rules and as notified in the advertisement. =120 questions</p> <p>ii) General Knowledge including General Knowledge of Himachal Pradesh, Current Affairs, Everyday Science, Logic, Social Science, General English & General Hindi of Matric standard = 50 questions</p> <p>Criteria for selection of Outstanding Sportspersons who will be eligible for employment in Government Departments/Boards/Corporation and Universities will be as under:- A candidate should be atleast a category-IV sportsman who is (I) Medal winners in All India Inter Varsity Sports Tournament or (II) Medal winners in All India National School Games or (III) Medal winners in recognized Jr. National Sports Championship in one of the following sports :- 1) Archery 2) Athletics (Track and Field events) 3) Atya/Patya 4) Badminton 5) Ball Badminton 6) Basketball 7) Billiards & Snooker 8) Boxing 9) Bridge 10) Carrom 11) Chess 12) Cricket 13) Cycling 14) Equestrian sport 15) Football 16) Golf 17) Gymnastics (including body building) 18) Handball 19) Hockey 20) Judo 21) Kabaddi 22) Karate-Do 23) Kayaking & Canoeing 24) Kho-Kho 25) Polo 26) Power Lifting 27) Rifle Shooting 28) Roller Skating 29) Rowing 30) Softball 31) Squash 32) Swimming 33) Table Tennis 34) Taekwondo 35) Tenni-Koit 36) Tennis 37) Volleyball 38) Weightlifting 39) Wrestling 40) Yatching.</p>
<p align="center">Part-II (Evaluation of 15 Marks)</p> <p>Evaluation of 15 marks in respect of shortlisted candidates after qualifying written objective screening test/subjective tests and skill tests/physical/practical tests, if any, will be carried out as per the following criteria:-</p>	

Sr. No.	Detail of Criteria of 15 marks	Marks	Competent authority to issue the certificates
1.	Weightage for the minimum educational qualification, professional educational qualification for technical posts as per the Recruitment & Promotion Rules. (Percentage of marks obtained in the educational qualification would be multiplied by 0.025, For example, an individual has secured 50% marks in the required educational qualifications, he/she will be allowed 1.25 marks (50×0.025=1.25)) In case of aspirants possessing multiple basic professional qualifications, weightage may be given to higher percentage/marks.	2.5 (two & a half)	Concerned University/ Board
2.	Belonging to notified Backward Area or Panchayat, as the case may be	1(one)	Concerned SDO(C)/Tehsildar/Naib Tehsildar.
3.	Land less family/family having land less than 1 Hectare to be certified by the concerned Revenue Authority.	1(one)	Concerned SDO(C)/Tehsildar/Naib Tehsildar.
4.	Non-employment Certificate to the effect that none of the family members is in Government/Semi Government.	1(one)	i) Tehsildars/Naib Tehsildar/Sub Divisional Officer (Civil)/Additional District Magistrate/Additional Deputy Commissioner/Deputy Commissioner ii) The Commissioner/ Additional Commissioner/Joint Commissioner of the Municipal Corporation/ Executive Officer of the municipal council/Secretary of the Nagar Panchayat
5.	Differently abled persons with more than 40% impairment/disability/ infirmity	1(one)	Health & Family Welfare authorities/ Medical Boards.
6.	NSS (atleast one year), certificate holders in NCC/The Bharat Scout and Guide. Medal winner in National level sports competitions	1(one)	Head of Concerned Institution. Certificate of medal winners will be issued by concerned District Youth Services and Sports Officer/Head of Institution.
7.	BPL family having family annual income (from all sources) below Rs. 40,000/- or as prescribed by the Govt. from time to time.	2 (two)	1. Rural areas:- Concerned BDO (by taking the authenticated entries in the 'Parivar Register' as the basis of such certificate) or concerned panchayat Secretary/Sahayak and countersigned by the Pradhan. 2. Urban areas:- i) Municipal Corporation:- Commissioner ii) Municipal Council:- Executive Officer iii) Nagar Panchayats:- Secretary.
8.	Widow/divorced/destitute/single woman	1(one)	1. Rural areas:- Concerned BDO by taking the authenticated entries in the 'Parivar Register' as the basis of

			such certificate. 2. Urban areas:- i) Municipal Corporation:- Commissioner ii) Municipal Council:- Executive Officer iii) Nagar Panchayats:- Secretary.
9.	Single daughter/Orphan	1(one)	1. Rural areas:- Concerned BDO by taking the authenticated entries in the 'Parivar Register' as the basis of such certificate. 2. Urban areas:- i) Municipal Corporation:- Commissioner ii) Municipal Council:- Executive Officer iii) Nagar Panchayats:- Secretary.
10.	Training of at least 6 months duration related to the post applied for from a recognized University/Institution	1(one)	Competent authority of the concerned University/ Institution.
11.	Experience up to a maximum of 5 years in Govt./semi-Govt. organization relating to the post applied for (0.5 mark only for each completed year).	2.5 (two & a half)	Competent authority of the concerned Govt./Semi Govt. Organization.
NOTE:- THE DOCUMENTS RELATED TO 15 MARKS EVALUATION WILL ONLY BE ACCEPTED BY THE COMMISSION ISSUED BY COMPETENT AUTHORITIES ON THE FORMAT/SPECIMEN AND AS PER GUIDELINES HOSTED IN THE DOWNLOAD SECTION OF THE WEBSITE OF COMMISSION.			

5. IMPORTANT INSTRUCTIONS FOR FILLING UP ONLINE APPLICATIONS :-

- The candidates must read the instructions carefully, which are also available on the website of the HPSSC, i.e. <http://www.hpsssb.hp.gov.in> before filling up ORA for the post(s) concerned. Incomplete ORA submitted without requisite examinations fee, scanned photograph & scanned signatures of prescribed size, will be rejected straightway.
- The candidates are advised to apply online well in time without waiting for the last date of submission of Online application, due to heavy rush on systems on last dates which may lead to non submission of forms.
- The candidate should enter his/her particulars i.e. Name, Father's Name, Mother's Name & Date of Birth as per his/her Matric Certificate and upload scanned photograph and scanned signature. The size of scanned photograph should be less than 50 kb and size of scanned signature should be less than 30kb. Only after filling the mandatory fields the candidate can move to the next step, otherwise the application will be considered incomplete.
- The candidates must ensure their eligibility in respect of category, experience, age and essential qualifications(s), etc. as mentioned against each post in the advertisement to avoid rejection at later stage.
- The candidate shall be eligible for appointment, if he/she has passed Matriculation and 10+2 from any school/ institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.
- The benefit of reservation for various post(s) will be admissible only to the candidates, who are bonafide residents of Himachal Pradesh in respect of categories, viz., S.C., S.T., O.B.C., Ex-Servicemen, WFF and Physically Disabled (Orthopedically Disabled/ Visually Impaired/ Blind / Hearing Impaired / Deaf & Dumb)/ BPL etc.
- The candidate should possess requisite essential qualification(s) prescribed for the post(s) for which he/she wants to apply as on closing date fixed for submission of Online Recruitment Applications (ORA).
- The candidate is allowed to submit only one application form against each post. Multiple application Forms for same post of a candidate are liable to be rejected.
- The application forms through fax/post shall not be entertained and the Commission does not take responsibility to inform such candidates.
- Married daughters/grand-daughters of freedom fighters and Ex-serviceman are entitled for reservation under Ward of Freedom Fighter and Ward of Ex-Serviceman category respectively subject to the final outcome of **SLP No.**

31435 /2016 titled as State of HP & ors V/s Neelam Kumari pending before the Hon'ble Supreme Court of India.

11. Eligibility for vacancies in Sub-Category of SPORTSMAN shall be as per the norms framed by department of Youth Services and Sports.
12. The Commission reserves the right to dispense with the written examination for any post keeping in view the number of applicants viz-a-viz vacancies & other circumstances.
13. **The certificate of Scheduled Caste, Scheduled Tribe, Other Backward Classes should be on parental basis, failing which candidature of such candidates will be rejected.**
14. The candidates belonging to OBC of HP Category must produce OBC certificate(s) on the prescribed format, which should not be more than one year old at the time of last date fixed for submission of Online Recruitment Application. The validity of the certificate is required to be seen at the time of Evaluation of 15 marks. The candidates are also required to produce the old certificate of the time of filling of the application.
15. The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by the Competent Authority i.e. DC/ADC/ADM/ SDO (Civil) of the area where the candidate and /or his family resides; and revenue officer not below the rank of Tehsildar. The validity of IRDP/BPL certificate is of six months from the date of its issuance. The candidate is required to furnish the valid certificate including the old certificate of the time of the filling the application in support of his/her claim.
16. The validity of the certificate is required to be seen at the time of Evaluation of 15 marks. The candidate belonging to un-reserved BPL category are not required to submit Income & Asset Certificate. They shall be treated as eligible for EWS reservation on the basis of valid BPL Certificate issued by the competent authority and supplemented by the non-SC-/ST/OBC Certificate. If any BPL candidate applies for the post reserved for EWS category he/she shall have to submit a valid B.P.L. certificate countersigned by the Block Development Officer and also a non-SC/ST/OBC certificate issued by the competent authority. The candidate must possess these certificates on prescribed formats at the time of submission of Online Recruitment application Form or by the prescribed closing date of applications.
17. If in any recruitment year any vacancy earmarked for EWS cannot be filled up due to non-availability of suitable candidate belonging to EWS, such vacancies for that particular year shall not be carried forward to the next recruitment year as backlog. In other words, when an EWS candidate is not available for selection, the post will be treated automatically as de-reserved and will be filled up from a non-EWS candidate of unreserved category.
18. The candidates belonging to disabled categories with disability of 40% or more are allowed extra time of minimum one hour for examination of three hour duration i.e. 20 minutes per hour. In case of visually impaired candidates making request for the scribes, he/she/will have to submit a written request for the same to the Centre Superintendent immediately after receipt of his roll number.
19. Examination fee once paid will not be refunded and neither it be held in reserve for any other examination or selection under any circumstances.

6. EXAMINATION FEES:-

The detail of Exam. fee for different categories is as under:-

Sr. No.	Category	Exam Fees
1.	General Category/E.W.S., Ex Servicemen of HP relieved from Defence Services on their own request before completion of normal tenure.	Rs. 360/-
2	General IRDP, Physically Handicapped, Ward of Freedom Fighter, Ward of Ex-Servicemen of HP.	Rs. 120/-
3.	S.C. of H.P./S.T. of H.P./O.B.C. of H.P./BPL of H.P./EWS (BPL) (including S.C./S.T./O.B.C., Ex-Servicemen of H.P. relieved from Defence Services on their own request before completion of normal tenure, SC/ST/OBC wards of Ex-SM of H.P., i.e. Dependent sons, daughters and wives of Ex-SM and SC/ST/OBC Persons with Disability).	Rs. 120/-
4.	Female candidates, Ex-Servicemen of H.P. (Ex-Servicemen, who are relieved from Defence Services after completion of normal tenure)/Blind/Visually Impaired of H.P.	No Fee

7. Mode of Payment:-

The candidate can deposit the requisite fee through **"Online Payment Gateway"** using Credit Card/Debit Card/ Net Banking. There will not be any other mode of payment of examination fee.

8. FACILITATION COUNTER FOR GUIDANCE OF CANDIDATES:-

In case of any guidance/information/clarification regarding their Online Recruitment Applications (ORA), candidature etc. candidates may contact HPSSC Reception Counter in person or on Phone No. 01972-222204,222211, Toll Free No. 1800-180-8095 or on email ID i.e. sssb-hp@nic.in on any working day between 10:00 A.M. to 05:00 P.M.

9. ADMISSION/ REJECTION:-

The information in respect of provisionally admitted candidates and rejected candidates will be uploaded on the official website of the Commission before the conduct of Screening Test/ Examination for the concerned post(s).

The candidates are required to submit their requisite documents in support of their eligibility for the concerned post(s) at the time of evaluation of 15 marks. The requisite documents submitted by the candidates, will be scrutinized and list of proposed rejected candidates will be uploaded on the website of the Commission for information of all concerned.

Admissions and rejections will be uploaded on the official website and No separate intimation in this regard will be sent by post. 07 day's time will be given to file representation(s) against the proposed rejections, if any, from the date of uploading the list of rejected candidates on the official website of the Commission for the concerned post(s).

The candidates are advised to visit the Commission's official website <http://www.hpsssb.hp.gov.in> from time to time for updates in their own interest.

10. ADMIT CARD:

No Admit Card(s) will be sent by post and provisionally admitted candidates will have to download their respective Admit Card from the official website of the Commission i.e. <http://www.hpsssb.hp.gov.in> . The message in this regard will also be sent on their registered Mobile No. or e-mail Id (if provided during the registration). The candidates may download his/her Admit Card either by entering Application ID, Name and Date of Birth. A One Time Password (OTP) will be sent on registered mobile/ e-mail ID which will be required to be entered before downloading the Admit Card.

11. SUBMISSION OF CERTIFICATES/DOCUMENTS:-

The downloaded/printed copy of the Online Application Form alongwith necessary original certificates and self attested photocopies will have to be produced at the time of evaluation. No offline Application Form will be accepted by the office.

12. CATEGORY CLAIMS:-

The category once claimed by the candidate(s) will not be allowed to be changed at any stage. The S.C. of Himachal Pradesh / S.T. of Himachal Pradesh / O.B.C. of Himachal Pradesh/ WFF of Himachal Pradesh / Ex-Servicemen of Himachal Pradesh and Physically Disabled of Himachal Pradesh candidates must possess such certificates(s) in support of their claims made in the Online Recruitment Application(s) (ORA) while applying for the concerned post(s). The benefit of reservation will be admissible on parental basis only. All the candidates belonging to reserved categories are also required to go through the relevant instructions of the Government of Himachal Pradesh issued from time to time in order to ensure that they are eligible under a particular category and submit the applicable certificates only on the prescribed formats at the time of evaluation.

13. ELIGIBILITY CONDITIONS:-

- i. The date of determining the eligibility of all candidates in terms of Essential Qualifications, experience etc. shall be reckoned as on the closing date for submitting the Online Recruitment Applications (ORA).
- ii. The decision of the Commission regarding eligibility etc. of a candidate will be final.
- iii. Onus of proving that a candidate has acquired requisite degree/ essential qualifications by the stipulated date is on the candidate and in the absence of proof the date as mentioned on the face of certificate/ degree or the date of issue of certificate / degree shall be taken as date of acquiring essential qualification.
- iv. In respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order / letter in this regard, indicating the Authority (with number and date) under which it has been so treated, otherwise the ORA is liable to be rejected.

14. SCREENING TEST/EXAMINATION/EVALUATION ETC.:-

- i) In cases where the number of eligible candidates for recruitment to the post(s) advertised by the Commission is inordinately large, the Commission may limit/ shortlist the number of eligible candidates to be called for evaluation of 15 marks by subjecting them to a Written Screening Test which may be objective type or descriptive or both. Final selection of a candidate will be made solely on the basis of the marks obtained in the Written Screening Test/ main subjective type test and his/her evaluation of 15 marks as per prescribed criteria. If the candidates score equal marks, then a candidate who is senior in age will be placed above the candidate junior in age.
- ii) Where a skill test comprising of type and shorthand test or both is an Essential Qualification, the candidates will be required to undergo these tests for the prescribed speeds. Where a Physical Test is prescribed/required, the candidate will be required to undergo the required Physical Test as per Physical Standards laid down. The Commission shall not be liable for any injury or damage sustained by the candidates while going through such tests. However the skill tests/physical tests will be of qualifying nature.
- iii) The provisional answer key of each Written Screening Test (objective type) will be uploaded on the official website after the freezing of the answer sheets of the candidates for calling objections from the candidates. Seven day's time shall be given for inviting objections in the answer key, if any. The objections will be got vetted through an expert panel and the result will be finalized as per the revised answer key.
- iv) Any request for rechecking/re-evaluation of scripts of written tests/ Skill tests/Physical tests will not be entertained.
- v) The eligibility of candidate(s) called for the evaluation of 15 marks will be determined on the basis of original documents produced at the time of evaluation of 15 marks and the Commission will not be responsible if the candidature of any candidate is rejected at that stage or at the time of verification by the Appointing Authority. As such, admission to the Written Screening Test/Examination/ evaluation of 15 marks shall be purely provisional.
- vi) The Centers for holding the examination are liable to be changed at the discretion of the Commission. However, every effort will be made to allot the examinations centre(s) of their choice to the candidates. But, the Commission may, at its discretion, allot a different centre to a candidate if circumstances so warrant.

15. OTHER CONDITIONS:-

1. All candidates, whether in Government Service or Government owned Industrial or Public Enterprises or other similar organizations or in private employment should submit their applications online directly to the Commission. Persons already in regular Government service, whether in a permanent or temporary capacity are required to submit a declaration that they have informed in writing to their Head of Office/ Department that they have applied for a particular post. In case, a communication is received from their employer by the Commission withholding permission to any candidate applying for/ appearing for the examination, his/her application(s) will be liable to be rejected.
2. Contract/Casual/adhoc/daily wages /work charged employees do not need to produce NOC from the concerned employer.
3. In Government service (regular service) candidates may apply to the Commission along with requisite examination fees with information to their Heads of Departments/Employer for issuing NOC.
4. Candidate who is or has been declared by the Commission to be guilty of:-
 - (a) Obtaining support for his/her candidature by the following means, namely:-
Offering illegal gratification to, or applying pressure on, or blackmailing or threatening to blackmail any person connected with the conduct of the examination, or
 - (b) Impersonating, or
 - (c) procuring impersonation by any person, or
 - (d) submitting fabricated documents or documents which have been tampered with, or
 - (e) making statements which are incorrect or false or suppressing material information, or
 - (f) resorting to the following means in connection with his/her candidature for the examination, namely:-
Obtaining copy of question paper through improper means, finding out the particulars of the persons connected with secret work relating to the examination, influencing the examiners, or
 - (g) using unfair means during the examination, or
 - (h) writing obscene matter or drawing obscene sketches in the scripts, or

- (i) misbehaving in the examination hall including tearing of the scripts, provoking fellow examinees to boycott examination, creating disorderly scene and the like, or
- (j) harassing or doing bodily harm to the staff employed by the Commission for the conduct of their examinations, or
- (k) being in possession of or using mobile phone, pager or any electronic equipment or device or any other equipment capable of being used as a communication device during the examination; or
- (l) violating any of the instructions issued to candidates along with their admission certificates permitting them to take the examination, or
- (m) attempting to commit or as the case may be abetting the Commission of all or any of the acts specified in the foregoing clauses; may in addition to rendering himself/herself liable to Criminal prosecution, be liable to be disqualified by the Commission from the examination for which he/she is a candidate and/or
- (n) to be debarred either permanently or for a period as specified by the Commission from any examination or selection.

16. CHECK LIST:

VERIFY THE FOLLOWING BEFORE SUBMITTING THE ONLINE RECRUITMENT APPLICATION OR DOCUMENTS/ CERTIFICATES:-

- a. That no column is wrongly filled or kept blank as the information furnished therein would be used to determine the eligibility of candidates.
- b. That copies of only following documents/certificates are to be provided in support of claims made / information given in the Online Recruitment Application(ORA) at the time of evaluation of 15 marks:-
 - i) Matriculation certificate for age proof.
 - ii) Degree/Diploma certificates along with Marks Sheets of all years in support of Educational Qualifications as prescribed under Essential Qualification column of R & P Rules. The provisional certificate(s) along with marks sheets of all semesters/ years.
 - iii) Experience certificate(s) wherever required.
 - iv) Order/ letter in respect of equivalent Educational Qualifications claimed, indicating the authority (with number & date) by which it has been so treated and that if the qualification possessed by the candidates is equivalent, a copy of order/letter under which it has been so treated may also be enclosed.
 - v) Caste certificates, if applicable.
 - vi) BPL certificates, if applicable.
 - vii) All other certificates, if any required for determining eligibility and carrying evaluation as mentioned in mode of selection criteria (Part-I & II) which so ever applicable to the applicants.

17. DISQUALIFICATIONS FOR ADMISSION TO THE EXAMINATION(s):

No candidate will be eligible for admission to the examination:-

- a) If he/she has been dismissed from any previous service;
- b) If he/she has been convicted of any offence involving moral turpitude or has been bound down for good conduct under the provisions contained in Chapter VIII of the Code of Criminal Procedure, or has been permanently debarred /disqualified from appearing in any examination or selection;
- c) If he/she is found either directly or indirectly influencing the selection process in any manner;
- d) If a male candidate who has more than one living wife and if a female candidate, who has married a man already having another wife; or
- e) If he/she is an un-discharged insolvent.

18. ABBREVIATIONS:

- OTP : One Time Password
- HPSSC : Himachal Pradesh Staff Selection Commission
- UR : Unreserved
- S.C : Scheduled Caste of H.P.
- ST : Scheduled Tribe of H.P.
- OBC : Other Backward Classes of H.P as declared by the Govt. of H.P. from time to time
- Ex-SM : Ex-servicemen of H.P.
- WFF : Wards of Freedom Fighters of H.P.
- Wards of Ex-SM : Wards of Ex-Serviceman of H.P.
- PWD : Persons with disabilities of H.P.
- OH : Orthopedically Handicapped.
- VI : Visually impaired.

- HI : Hearing Impaired.
- EWS : Economically Weaker Sections.

19. Steps to Fill Up Online Application Form

- **Step 1:** The candidate needs to get him/her self registered on the ORA by using the Option “Sign up” given on the official web site.
- **Step 2:** After completing the registration the candidate will sign in into the application by using the user name and password created by him/her at the time of registration.
- **Step 3:** The category wise detail of posts will be displayed on the website i.e. <http://www.hpsssb.hp.gov.in> applicant can apply for the post by clicking the “Apply” button against it.
- **Step 4:** Candidate needs to choose preferred District and Tehsil for examination.
- **Step 5:** After selecting the preferred District and Tehsil the candidate needs to fill his/her personal as well as contact details.
- **Step 6:** After filling up the form for personal and contact details, the candidate needs to upload his/her scanned photograph and signature.
- **Step 7:** The candidate needs to provide his/her educational details as per the post.
- **Step 8:** If the experience is required for the particular post, then the candidate will be redirected to Experience Page else he will be redirected to payment option.
- **Step 9:** Make payment.
- **Step 10:** For the successful completion of ORA procedure, ensure that the application status must be “fee received”.

Sd/-

(Dr. Jitender Kanwar (HPAS)
Secretary,
H.P. Staff Selection Commission,
Hamirpur.