HARYANA STAFF SELECTION COMMISSION BAYS NO. 67-70, SECTOR-2, PANCHKULA-134151

Advt. No. 2 / 2011 Date of publication: 06.12.2011

Closing date for receipt of applications in the Commission's office: 07.01.2012

Applications are invited through <u>registered post</u> for the under mentioned posts on the prescribed application form, the format of which is given at the end. The candidates are advised to strictly use this format of the application form only otherwise their application will be rejected. The format given at the end should be photocopied (enlarged) on a thick paper. A cut out from the newspaper should not be used. The number of posts given below is liable to variation. The candidate should specify on the top of the envelope the word- Advt. No., Name and category of the post applied for:-

DETAILS OF POSTS AND QUALIFICATIONS

DIRECTOR, LAND RECORDS HARYANA

Cat. No. 1 1002 posts of Patwari Candidates

(GEN=426, SC=162, BCA=128, BCB=68, ESM GEN=71, ESM SC=21, ESM BCB=29, OSP GEN=8, OSP SC=18, OSP BCA=11, OSP BCB=10, PHC Ortho=29)

E.Q. i) Graduate or its equivalent examination of a recognized University;

ii) Hindi/Sanskrit upto Matric standard.

iii) Qualify the Patwar examination as prescribed in Appendix E on the basis of syllabus given in Appendix F to these rules after attending the patwar school for minimum period of one year and after passing the examination undergoes such practical field training for a period of six months as may be specified by the Director.

Age 17-40 years

Pay Scale > 5200-20200+ > 2400/- Grade Pay

REGISTRAR COOPERATIVE SOCIETIES HARYANA

Cat. No. 2 120 posts of Sub Inspector (General Line)

(GEN=49, SC=19, BCA=16, BCB=10, ESM GEN=8, ESM SC=4, ESM BCA=2, ESM BCB=2, OSP GEN=1, OSP SC=1, OSP BCA=1, OSP BCB=1, PHC Ortho=6)

E.Q. i) Matriculation of a recognized University or Board or having equivalent qualification.

ii) Hindi / Sanskrit upto Matric standard.

Preference will be given to a candidate who has passed the training class from recognized cooperative training institute/Centre.

Age 17-40 years

Pay Scale 5200-20200+ 1900/- Grade Pay

Cat. No. 3 66 posts of Sub Inspector (Audit)

(GEN=29, SC=12, BCA=6, BCB=6, ESM GEN=3, ESM SC=1, ESM BCA=4, ESM BCB=2, OSP BCA=1, OSP BCB=1, PHC Ortho=1)

E.Q. i) Atleast B.A. with Economics or B.Com of a recognized University.

ii) Hindi / Sanskrit upto Matric standard.

Preference will be given to a candidate who has passed the training class from a recognized cooperative training institute/Centre.

Age 17-40 years

Pay Scale 5200-20200+ 1900/- Grade Pay

HARYANA STATE COOPERATIVE SUPPLY AND MARKETING FEDERATION LIMITED (Hafed)

Cat. No. 4 99 posts of Field Inspector (Store)

(GEN=39, SC=22 (including 5 posts 2nd time), BCA=12, BCB=9, ESM GEN=7, (including 1 post 2nd time), ESM SC=1, ESM BCA=2, ESM BCB=2, OSP GEN=1, OSP SC=1, OSP BCA=1, OSP BCB=1, PHC Ortho=1)

E.Q. i) Graduate from recognized University.

ii) Minimum one year diploma in computer from recognized University/

Institution.

iii) Hindi/ Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale 5200-20200+ 2400/- Grade Pay

Cat. No. 5 2 posts of Technical officer (Storage)

(GEN=1, SC=1)

E.Q. i) B.Sc. (Hons.) in Agriculture with Entomology / Plant Pathology as major

subject.

ii) Hindi/ Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale \$\ \ 9300-34800+ \ \ 3600/- Grade Pay

Cat. No. 6 37 posts of Accountant 'C' Grade

(GEN=18, SC=6, BCB=2, ESM GEN=6, ESM SC=1,ESM BCB=2, OSP SC=1,

BCB=1)

E.Q. i) B.Com from a recognized University.

ii) 2 years experience in accounts keeping in commercial concern of repute.

iii) Hindi/ Sanskrit upto Matric Standard.

Preference will be given to candidates having one year diploma in computer

application from a recognized University.

Age 18-40 years

Pay Scale 5200-20200+ 2400/- Grade Pay

Cat. No. 7 6 posts of Manager (Rice Mills)

(GEN=4, SC=1, BCA=1)

E.Q. i) Diploma in Mech. Engineering with 3 years experience of Rice Mills or any Food

Processing Industries.

ii) Hindi/ Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale \$\ \ \ 9300-34800+ \ \ 3300/- Grade Pay

Cat. No. 8 2 posts of Programmer/AGM Programming

(GEN=1, SC=1)

E.Q. i) 1st Class BE/B.Tech. in Computer Science having one year experience as Programmer.

ii) Hindi/ Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale \$\ 9300-34800+ \ 4200/- Grade Pay

Cat. No. 9 6 posts of Marketing Officer

(GEN=4, SC=1, BCA=1)

E.Q. i) MBA (Spl.in Mkg.) from a recognized University or Institute with Graduation and 1

year experience in Marketing.

Out of the 4 posts in General category preference on the 2 posts will be given to those candidates meeting all the basic qualification who are 1^{st} Class B.Sc. Agriculture or 2^{nd} Class M.Sc. Agriculture.

ii) Hindi/ Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale \$\ 9300-34800+ \ 3600/- Grade Pay

Cat. No. 10 1 post of Draftsman

(for S.C. category)

E.Q. i) Diploma in Draftsmanship with 2 years experience.

ii) Computer knowledge of CAD/CAM and certificate/diploma in Computer fundamental

application of atleast six months from recognized Institution of State/ Central

Government.

iii) Hindi/ Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale \$\ \ \ 9300-34800+ \ \ 3200/- Grade Pay

HARYANA POWER GENERATION CORPORATION LIMITED (HPGCL)

Cat. No. 11 16 posts of Analyst

(GEN=7, SC=3, BCA=3, BCB=1, ESM GEN=1, ESM BCB=1)

E.Q. i) B.Sc. (Chemistry, Physics and Mathematics) 2nd Class without any experience.

ii) Hindi / Sanskrit upto Matric standard.

Age 18-40 years

Pay Scale 5200-20200+ 2900/- Grade Pay

HARYANA STATE INDUSTRIAL & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED.

Cat. No. 12 30 posts of Assistant

(GEN=14, SC=4, BCA=3, BCB=2, ESM GEN=2, ESM SC=1, ESM BCA=1, OSP BCA=1, PHC Ortho=1)

E.Q. i) Graduate (at least 2nd Division) possessing relevant experience at least 5 years in a

Corporate environment.

ii) Hindi / Sanskrit upto Matric standard.

Age 18-40 years

Pay Scale 9300-34800 + 3200/- Grade Pay

Cat. No. 13 30 posts of Stenographer Grade-II

(GEN=11, SC=6, BCA=3, BCB=3, ESM GEN=2, ESM SC=1, ESM BCA=1, OSP BCA=1, PHC Blind/ Low Vision=1)

E.Q. i) Graduate (2nd Division) with English Shorthand/ typewriting speed at 100/40

w.p.m. respectively with 5 years relevant experience should have proficiency use of

computer i.e. working knowledge of MS Office, Dbase/separate sheet.

ii) Hindi / Sanskrit upto Matric standard.

Age 18-40 years

Pay Scale 5200-20200 + 2400/- Grade Pay

IRRIGATION DEPARTMENT

Cat. No. 14 145 posts of Tracer

(GEN=63, SC=24, BCA=17, BCB=10, ESM GEN=10, ESM SC=3, ESM BCA=4, BCB=4, OSP GEN=1, OSP SC=2, OSP BCA=2, OSP BCB=1, PHC Blind/ Low Vision=2, PHC

hearing impairment=1, PHC Ortho=1)

E.Q. i) Matriculation or school leaving certificate examination of a recognized University or

Board or its equivalent with drawing as a subject or experience in tracing work.

ii) Hindi / Sanskrit upto Matric standard.

Age 17-40 years

Cat. No. 15 23 posts of Accounts Clerk

(GEN=12, SC=3, BCA=2, BCB=2, ESM GEN=2, ESM SC=1, ESM BCA=1)

E.Q. i) B.Com or its equivalent.

ii) Hindi / Sanskrit upto Matric standard.

Age 17-40 years

Pay Scale 9300-34800+ 3200 Grade Pay

Cat. No. 16 37 posts of Sub Divisional Clerk

(GEN=17, SC=5, BCA=3, BCB=3, ESM GEN=3, ESM SC=1, ESM BCA=1, ESM BCB=1,

OSP SC=1, OSP BCA=1, PHC Ortho=1)

E.Q. i) B.A. or its equivalent

ii) Hindi / Sanskrit upto Matric standard.

Age 17-40 years

Pay Scale ` 5200-20200+ ` 2400 Grade Pay

INFORMATION, PUBLIC RELATIONS & CULTURAL AFFAIRS DEPARTMENT HARYANA

Cat. No. 17 2 posts of Stage Performer Grade-II

(GEN=1, SC=1)

E.Q. i) Middle with Hindi from a recognized Board or its equivalent.

ii) Good stage personality and proficiency in any one or more of the art viz acting,

dancing or singing.

iii) Two years experience of performance as Actor, Singer or Dancer in the different

production.

iv) Knowledge of various aspects of acting, dancing or singing.

PREFERENTIAL:

i) Diploma or equivalent specialized training in acting, singing or dancing from a

recognized institution.

ii) Matriculation/Higher Secondary Part-I from a recognized University/ Board or its

equivalent.

Age 17-40 years

Pay Scale \$\`9300-34800+\`3200 Grade Pay

Cat. No. 18 1 post of Artist

(for BCA category)

E.Q. i) Four years Degree/ Diploma in Commercial Art/ Applied Art or its equivalent from a

recognized University/Institute.

ii) Hindi / Sanskrit upto Matric standard.

iii) One year experience in the line.

Age 17-40 years

Pay Scale 9300-34800+ 3300 Grade Pay

Cat. No. 19 1 post of Photographer

(for SC category)

E.Q. i) Matric from a recognized University or its equivalent.

ii) Hindi / Sanskrit upto Matric standard.

iii) Diploma or Certificate in Photography from a recognized Institute, or five years Degree/ Diploma in Commercial Art/Applied Art with Photography as elective subject

from a recognized University/ Institute.

Preferential: Ability to handle a movie camera.

Age 17-40 years

Pay Scale \$\ \ 9300-34800+ \ \ 3200 \text{ Grade Pay } + \ \ 100 \text{ spl. pay}

Cat. No. 20 1 post of Fitter

(for General category)

E.Q. i) Certificate course in Fitter Trade from a recognized Institute.

ii) Adequate knowledge of Hindi/ Sanskrit iii) One year experience in the trade.

Age 17-40 years

Pay Scale 5200-20200+ 1900 Grade Pay

Cat. No. 21 1 post of Motor Mechanic

(for General category)

E.Q. i) Certificate course in Motor Mechanic Trade from a recognized Institute.

ii) Adequate knowledge of Hindi/ Sanskrit

iii) One year experience in the trade.

Age 17-40 years

Pay Scale 5200-20200+ 1900 Grade Pay

TOWN & COUNTRY PLANNING

Cat. No. 22 14 posts of Junior Engineer (Civil)

(GEN=7, SC=3, BCA=2, BCB=1, ESM GEN=1)

E.Q. i) Matric or its equivalent.

ii) Three year diploma course in Civil Engineering conducted by the State Board of

Technical Education or its equivalent qualification from any institution.

iii) Hindi / Sanskrit upto Matric standard.

Age 17-40 years

Pay Scale \$\`9300-34800+\`3600 Grade Pay

Cat. No. 23 7 posts of Tracer

(GEN=3, SC=1, BCA=1, BCB=1, ESM GEN=1)

E.Q. i) Matric or its equivalent.

ii) Certificate in Civil Draftsmanship from an institution.

iii) Hindi / Sanskrit upto Matric standard.

Age 17-40 years

Pay Scale ` 5200-20200+ ` 2400 Grade Pay

Cat. No. 24 5 posts of Assistant Draftsman

(GEN=2, BCA=1, ESM BCB=1, OSP SC=1)

E.Q. i) Matric or its equivalent.

ii) Three years diploma in Architectural Assistantship from an institution;

OR

Diploma/ Certificate in Civil Draftsmanship from an institution.

iii) Hindi / Sanskrit upto Matric standard.

Age 17-40 years

Pay Scale 9300-34800+ 3200 Grade Pay

SOCIAL JUSTICE & EMPOWERMENT DEPARTMENT

Cat. No. 25 1 post of Senior Braille Teacher

(for General category)

E.Q. i) M.A. or its equivalent;

ii) Must have a Certificate in Braille system in English and Hindi.

iii) Certificate of teacher's training course for the teacher of the Blind being of organized by the Government of India or certificate/ Diploma for the teacher training

imparted by any recognized institution; with 3 years teaching experience;

iv) Hindi/ Sanskrit upto Matric Standard

Age 17-40 years

Pay Scale \$\ \ 9300-34800+ \ \ 3600 Grade Pay

Cat. No. 26 3 posts of Junior Braille Teacher

(for General category)

E.Q. i) Graduate

ii) Certificate in English Standard Braille Grade-II and Bharti Braille in Hindi with

contraction and abbreviation.

iii) Certificate of teacher's training course for teacher of the Blind being organized by the Government of India or certificate/ Diploma for the teacher training imparted by

any recognized institution;

iv) Preference will be given to the candidate knowing Braille type;

v) Hindi/ Sanskrit upto Matric Standard

Age 17-40 years

Pay Scale \$\ 9300-34800+ \ 3600 Grade Pay

Cat. No. 27 1 post of Braille Teacher-cum-Typing Instructor

(for General category)

E.Q. i) Graduate or its equivalent;

ii) Must have a certificate in Braille system in English and Hindi;

iii) Certificate of Teacher's Training Course for Teacher of the Blind organized by the Government of India or certificate/Diploma for the Teacher Training imparted by any

recognized institution.

iv) Preference to the candidate knowing Braille type;

v) Hindi/ Sanskrit upto Matric Standard

Age 17-40 years

Pay Scale \$\ 9300-34800+ \ 3600 Grade Pay

Cat. No. 28 2 posts of Music Teacher

(for General category)

E.Q. i) Graduate

ii) Diploma of recognized institution in vocational instrumental Music;

iii) Knowledge of Braille system in English and Bhartiya Braille

iv) Hindi/ Sanskrit upto Matric Standard.

Age 17-40 years

Pay Scale \$\ \ \ 9300-34800+ \ \ 3600 Grade Pay

Cat. No. 29 1 post of Math Teacher

(for General category)

E.Q. i) Graduate with Maths;

ii) Hindi/ Sanskrit upto Matric Standard.

iii) Must have a certificate in Braille system in English and Hindi.

organized by the Government of India or certificate/Diploma for the Teachers

Training imparted by any recognized institution..

Age 17-40 years

Pay Scale 9300-34800+ 3600 Grade Pay

Cat. No. 30 16 posts of Investigator

(GEN=7, SC=3, BCA=2, BCB=1, ESM GEN=1, ESM BCB=1, PHC Ortho=1)

E.Q. i) Graduate with Sociology or Psychology.

ii) Hindi/ Sanskrit upto Matric Standard.

Age 17-40 years

Pay Scale \$\ 9300-34800+ \ 3200 Grade Pay

Cat. No. 31 2 posts of Braille Clerk

(for General category)

E.Q. i) Matric with Hindi.

ii)Certificate of knowledge of Bhartiya and English Braille Clerk (Grade-II) or

which test in reading and writing Braille is necessary.

iii) Hindi/ Sanskrit upto Matric Standard.

Age 17-40 years

Pay Scale 5200-20200+ 1900 Grade Pay

INDUSTRIAL TRAINING INSTITUTE DEPARTMENT HARYANA

Cat. No. 32 20 posts of Store Keeper

(GEN=2, SC=6, BCA=2, ESM GEN=3, ESM SC=1, ESM BCA=1, ESM BCB=2, OSP SC=1, OSP

BCA=1, OSP BCB=1)

E.Q. i) B.A./ B.Sc from recognized University.

ii) 2 years experience of handling Engineering Store. Posting of stock books and ledgers etc. in Government/ Private reputed Engineering Institute/Firm;

iii) Hindi/ Sanskrit upto Matric Standard.

Age 17-40 years

Pay Scale \$\ \ \ 9300-34800+ \ \ 3200 \text{ Grade Pay}

RENEWABLE ENERGY DEPARTMENT

Cat. No. 33 1 post of Assistant Project Officer

(for ESM GEN)

E.Q. i) Diploma in Electrical or Electronics or Mechanical Engineering.

ii) Hindi/ Sanskrit upto Matric Standard.

Age 17-40 years

Pay Scale \$\ \ \ 9300-34800+ \ \ 3300 \text{ Grade Pay}

WELFARE OF SCHEDULED CASTES & BACKWARD CLASSES

Cat. No. 34 16 posts of Statistical Assistant

(GEN=8, SC=3, BCA=1, BCB=1, ESM BCA=1, ESM BCB=1, PHC Ortho=1)

E.Q. i) Master Degree from recognized University in Economics or Agriculture

Economics or Mathematics or Commerce with Statistics as one of the papers

either at the Master's level or at the B.A. Hon's school level in Mathematics or

Economics or a Master's degree in statistics. ii) Hindi/ Sanskrit upto Matric Standard.

17-40 years

Pay Scale 9300-34800+ 3300 Grade Pay

RAJYA SAINIK BOARD HARYANA

Age

Cat. No. 35 24 posts of Clerk

(ESM GEN=12, ESM SC=6, ESM BCA=2, ESM BCB=4)

E.Q. i) A Matriculate/ Higher Secondary or equivalent qualification.

ii) A person from clerical trade from former service of Junior Commissioned Officer or other Rank of a person of the equivalent rank in the Indian Navy or Indian Air Force.

iii) Hindi/ Sanskrit upto Matric Standard.

Age 25-50 years

Pay Scale 5200-20200+ 1900 Grade Pay

TRANSPORT DEPARTMENT HARYANA

Cat. No. 36 40 posts of Diesel Pump Clerk

(GEN=20, SC=8, BCA=5, BCB=3, ESM GEN=1, ESM BCA=1, ESM BCB=1, PHC

Ortho=1)

E.Q. i) Matriculation.

ii) Hindi / Sanskrit upto Matric standard.

Age 17-40 years

Pay Scale 5200-20200 + 1900/- Grade Pay

Cat. No. 37 4 posts of Ticket Verifier

(PHC Blind=2, PHC Deaf/Dumb=2)

E.Q. i) Matric with Hindi.

ii) Hindi / Sanskrit upto Matric standard.

Age 18-40 years

Pay Scale ` 5200-20200+ ` 1900 Grade Pay

Cat. No. 38 2 posts of Assistant Cashier

(PHC Deaf & Dumb=1, PHC Ortho=1)

E.Q. i) Matriculation.

ii) Hindi/Sanskrit upto Matric Standard.

iii)Two years experience of handling cash in Govt. or Semi-Govt. office or

private firm.

Age 18-40 years

Pay Scale ` 5200-20200+ ` 1900 Grade Pay

Cat. No. 39 1 post of Station Supervisor

(for PHC Ortho)

E.Q. i) Graduate.

ii) Minimum five years experience in Motor Road Transport Govt. or Semi Govt. Deptt.

Or Public Undertaking.

iii) Hindi/Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale 9300-34800+ 3600 Grade Pay

Cat. No. 40 1 post of Chief Inspector

(for PHC Ortho)

E.Q. i) Graduate.

ii) Minimum five years experience in Motor Road Transport in a Govt. or Semi Govt. Deptt. Or Public Undertaking.

iii) Hindi/Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale 9300-34800+ 3200 Grade Pay + 100 spl. Pay.

Cat. No. 41 10 posts of Inspector

(PHC Ortho=5, PHC Deaf & Dumb=5)

E.Q. i) Graduate.

ii) At least two years experience in Motor Road Transport in a Govt. or Semi Govt. or Public Undertaking.

iii) Hindi/Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale 9300-34800+ 3200 Grade Pay

Cat. No. 42 15 posts of Sub-Inspector

(PHC Deaf & Dumb=8, PHC Ortho=7)

E.Q. i) Graduate.

ii) One year experience in Motor Road Transport in a Govt. or Semi Govt. Or Public Undertaking.

iii) Hindi/Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale 5200-20200+ 2400 Grade Pay

Cat. No. 43 1 post of Store Keeper

(for PHC Ortho)

E.Q. i) Matric with Hindi

ii) 3 years experience on the post of Assistant Store Keeper.

iii) Hindi/Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale 5200-20200+ 1900 Grade Pay

Cat. No. 44 1 post of Assistant Store Keeper

(for PHC Ortho)

E.Q. i) I.T.I. certificate in Motor Mechanic.

ii) Preference will be given to those having experience in handling automobile store or ledger in Govt. or Semi Govt. Deptts., or Public Undertakings.

iii) Hindi/Sanskrit upto Matric standard.

Age 18-40 years

Pay Scale 5200-20200+ 1900 Grade Pay

HARYANA STATE WAREHOUSING CORPORATION

Cat. No. 45 6 posts of Manager Grade-I

(GEN=4, SC=2)

E.Q. i) Graduate in Agriculture or Commerce or Biology or Economics or Chemistry with 7 years experience in handling and preservation of Agricultural produce in a Govt.

Department or Public Sector Under taking or commercial organization of repute in a Managerial or Supervisory capacity on the post carrying pay scale not below the pay scale of post of Manager Grade-II in the Corporation i.e9300-34800+ GP ` 3300.

Preference will be given to persons holding Diploma or Degree in Marketing Management.

ii) Hindi/ Sanskrit upto Matric Standard.

Age 25-40 years

Pay Scale 9300-34800+ 4000 Grade Pay

Cat. No. 46 6 posts of Godown Keeper

(GEN=4, BCA=1, ESM GEN=1)

E.Q. i) Graduation in any discipline from a recognized University.

ii) Hindi/ Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale 5200-20200+ 1900 Grade Pay

Cat. No. 47 7 posts of Technical Assistant

(GEN=1, SC=4, ESM GEN=1, ESM BCA=1)

E.Q. i) Graduate in Agriculture or Chemistry or Biology with at least 50% marks and having 5

years experience in quality determination or Agricultural produce by modern techniques in a Govt. Department or Public Sector Under Taking or Commercial Organization of repute on the post carrying pay scale not below the pay scale of the post of Junior Technical Assistant in the Corporation i.e. ` 9300-34800+`

3200 G.P.

ii) Hindi/ Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale ` 9300-34800+ ` 3300 Grade Pay

Cat. No. 48 1 post of Manager Grade-III

(for BCA category)

E.Q. i) Graduate in Agriculture or Commerce or Biology or Economics or Chemistry with 2

years experience in handling and preservation of Agricultural produce in a Govt. Department or Public Sector Under taking or commercial organization of repute in a Managerial or Supervisory capacity on the post of carrying pay scale not below the pay scale of Godown Keeper in the Corporation i.e. ` 5200-20200+ ` 1900 G.P. Preference

will be given to persons holding Diploma or Degree in Marketing Management.

ii) Hindi/ Sanskrit upto Matric Standard.

Age 21-40 years

Pay Scale ` 9300-34800+ ` 3200 Grade Pay

Cat. No. 49 1 post of Assistant

(for General category)

E.Q. i) Bachelor of Art with at least 50% marks with 3 years experience in a Government

Department, Public Sector Undertaking, Commercial Organization of repute on the post of carrying pay scale not below the pay scale of post of Clerk or typist in the Corporation is ` 5200-20200 + ` 1900 G.P. for equivalency, the minimum average gross monthly pay in Pvt. Sector shall be __ ` 6000. Preference will be given to those who

know English or Hindi typing with a speed of thirty words per minute.

ii) Hindi/ Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale 9300-34800+ 3200 Grade Pay

CIVIL AVIATION

Cat. No. 50 1 post of Store-Keeper

(for General category)

E.Q. i) Matric/ Higher Secondary/ 10+2 (Vocational) or its equivalent.

ii) 2 years experience in maintaining Technical Stores.

iii) Hindi/ Sanskrit upto Matric Standard.

Age 17-40 years

Pay Scale > 5200-20200+ > 1900 Grade Pay

HARYANA STATE SEED CERTIFICATION AGENCY

Cat. No. 51 1 post of Seed Certification Officer

(for General category)

E.Q. i) M.Sc. (Agri.) in Plant Breeding / Agronomy/ Horticulture (Veg.) / Seed Technology.

Preference will be given to experienced persons.

ii) Hindi/ Sanskrit upto Matric Standard.

Pay Scale 9300-34800+4000 Grade Pay

Age 18-40 years

DAKSHIN HARYANA BIJLI VITRAN NIGAM

Cat. No. 52 3 posts of Divisional/Revenue Accountant

(back-log of SC/BC)

(ESM SC=1, ESM BCA=1, ESM BCB=1)

E.Q. i) Bachelor's degree in Commerce with at least 60% marks from any University

recognized by State Govt. of Haryana. Candidates possessing higher qualification would

be preferred.

ii) Hindi/Sanskrit upto Matric Standard.

iii) Should have undertaken at least one year diploma course in Computer from any

institution recognized by the State Govt.

Age 18-40 years

Pay Scale 9300-34800+ 3600 Grade Pay

Cat. No. 53 3 posts of Shift Attendant

(back-log of PHC)

(Blind/Low Vision=1, Deaf & Dumb=1, Ortho=1)

E.Q. i) Matric with two years ITI Course in Electrician/ Electronics/ Wireman Trade with

knowledge of Computer and should have training from any Institute for a period of at

least of 3 months covering following topics as a part of course/ training:-

a) Computer Fundamentals

b) Knowledge of operating systems

c) Operation of Internet/E-Mail.

d) MS Word/Excel/Power point.

ii) Hindi/ Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale > 5200-20200+ 2400 Grade Pay

<u>UTTAR/ DAKSHIN HARYANA BIJLI VITRAN NIGAM LIMITED</u>

Cat. No. 54 72 posts of Junior Engineer (Electrical)

(GEN=30, SC=10, BCA=7, BCB=4, ESM GEN=5, ESM SC=2+1(backlog), ESM BCA=2, ESM BCB=2, OSP SC=1, OSP BCA=1, OSP BCB=1, PHC Ortho upto one leg=1+3 (backlog),

PHC Partially Deaf=1+1 (backlog).

E.Q. i) Three years Diploma in Electrical /Electronics from any Institute/Board /University

recognized by the Government of Haryana with qualifying percentage of marks in respect of

General category/ BC will be 60% and for SC/ST categories it will be 55%.

ii) The candidate should have undertaken at least one year Diploma Course in Computer from any institution recognized by the Government of Haryana. However, one year diploma course qualification is not required in case, candidate have computer subject in their diploma course.

iii) Must have passed Hindi/Sanskrit upto Matric

Age 18-40 years

Pay Scale \$\ 9300-34800+ \ 3800 Grade Pay

Cat. No. 55 12 posts of Junior Engineer (Civil)

(GEN=6, SC=2, BCA=2, BCB=1, ESM GEN=1).

E.Q. i) Having minimum qualification of diploma in Civil Engineering.

ii) Must have passed Hindi/Sanskrit upto Matric

Age 18-40 years

E.Q.

Pay Scale 9300-34800+ 3800 Grade Pay

Cat. No. 56 145 posts of Upper Divisional Clerk (Field Cadre / Head Office)

(GEN=63, SC=22, BCA=17, BCB=10, ESM GEN=10, ESM SC=3+2 (backlog), ESM BCA=3, ESM BCB=4, OSP GEN=1, OSP SC=2, OSP BCA=2, OSP BCB=1, PHC Ortho one leg=2, PHC Partially Deaf 2+1 (backlog).

i) Graduate with at least 50% marks from any University recognized by the Government of

Haryana with working knowledge of computer covering the following topics:-

a) Computer Fundamentalsb) Operation of Internet/E-mail

c) MS Office (MS Word, Excel and Power Point)

ii) Passed type test in Hindi at speed of 25 w.p.m. or in English at the speed of 30 w.p.m. on

computer respectively.

iii) Must have passed Hindi/ Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale 5200-20200+ 2900 Grade Pay

Cat. No. 57 437 posts of Lower Divisional Clerk (Field Cadre/ Head Office)

(GEN=143, SC=55+44 (backlog), BCA=42+8 (backlog), BCB=23+11 (backlog), ESM GEN=23, ESM SC=7+4 (backlog), ESM BCA= 6+8(backlog), ESM BCB=9+5 (backlog), OSP GEN=3, OSP SC=3+5(backlog), OSP BCA=4+5(backlog), OSP BCB=3+1(backlog), PHC Blind=1, PHC Low Vision=1, PHC Deaf/Partially Deaf=4+11(backlog), PHC Ortho

one leg/one arm=5+3(backlog).

E.Q. i) 10+2/10+2 (Vocational) with at least 50% marks or equivalent and above (for ex-serviceman 10+2 only) or graduate from any Board/ University recognized by the Government of Haryana

with working knowledge of computer covering the following topics:-

a) Computer Fundamentals.

b) Operation of Internet/ E-Mail

c) MS Office (MS word, Excel and Power Point).

ii) Passed type test in Hindi at the speed of 25 w.p.m. or in English at the speed of 30 w.p.m. respectively and data punching speed of 8000 keys depressions per hour on computer.

iii) Must have passed Hindi/Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale 5200-20200+ 2400 Grade Pay

Cat. No. 58 2 posts of Assistant Store keeper

(for General category)

E.Q. i) Graduation Degree in Science/Arts/Commerce with minimum 2nd Division from any University

recognized by the Govt. of Haryana.

ii) Must have passed Hindi/Sanskrit upto Matric Standard.

Age 18-40 years

Pay Scale > 5200-20200+ > 2400 Grade Pay

Cat. No. 59 4 posts of Store Munshi (2 posts for HPGCL)

(for General category)

E.Q. i) 10+2 or equivalent examination from Education Board/University recognized by the Govt.

of Haryana.

ii) Must have passed Hindi/Sanskrit upto Matric Standard.

18-40 years Age

Pay Scale 5200-20200+ 2400 Grade Pay

> NOTE: (For category No 52 to 59) The upper age relaxable to 5 years for SC/ST and BC/

Economically BC Candidates of Haryana State only. (In the case of employees of DHBVN, UHBVNL, HVPNL and HPGCL, age limit is relaxable to the extent of service rendered by them in these organizations provided they apply through proper channel). The upper age is also relaxable in the case of Ex-serviceman to the extent of Military service rendered by

them by adding three years service subject to possessing the requisite certificate.

EMPLOYMENT DEPARTMENT

Cat. No. 60 8 posts of Statistical Assistant

(GEN=3, SC=2, BCA=1, BCB=1, ESM GEN=1)

E.Q. i) M.A. in Mathematics / Economics with Statistics

Graduate 2nd class with Mathematics / Economics/ Statistics with 3 years experience in collection interpretation, dissemination and compilation of statistical data in a Government office or a business concern of repute.

ii) Hindi/ Sanskrit upto Matric Standard..

9300-34800+3300 Grade Pay Pay Scale

17-40 years Age

HARYANA STATE ARCHIVES

Cat. No. 61 2 posts of Assistant Archivist

(GEN=1, BCA=1)

E.Q. i) 2nd Class Master's degree in History with an optional paper of post 1600 period of Indian

History of a recognized University (For ex-servicemen only. Master's Degree in History with

an optional paper of post 1600 period of Indian History);

OR 2nd Class Master's Degree in Persian with adequate knowledge of Shikasta Script and Indian

History of post 1600 period in B.A. from a recognized University;

(For ex-servicemen Master's Degree in Persian with adequate knowledge of Shikasta Script

and Indian History of post 1600 period in B.A. from a recognized University);

ii) Diploma in Archives keeping;

iii) Knowledge of Hindi upto Matric Standard.

Preferential:

i) Knowledge of typography and proof reading;

ii) Knowledge of any India or foreign language (s) besides English and Hindi.

Pay Scale ` 9300-34800+ ` 3300 Grade Pay

17-40 years Age

EMPLOYEES STATE INSURANCE, HEALTH CARE, HARYANA

Cat. No. 62 1 post of Dietician

(for General category)

E.Q. i) M.Sc. Dietetics or

a) B.Sc. Home Science and

b) Diploma in Dietetics from any recognized University or any other institution.

ii) Hindi/ Sanskrit upto Matric Standard.

PREFERENTIAL

iii) Experience of Hospital diets, cooking management of kitchens, etc...

Pay Scale 9300-34800+4000 Grade Pay

17-40 years Age

HEALTH SERVICES

Cat. No. 63 388 posts of Staff Nurse (Including 40 posts for ESI Health Care)

(GEN=151, SC=72, BCA=48, BCB=32, ESM GEN=26, ESM SC=9, ESM BCA=10, ESM BCB=12, OSP GEN=4, OSP SC=5, OSP BCA=3, OSP BCB=3, PHC Blind/ Low vision=4, PHC Deaf & Dumb/Partially deaf=4, PHC Ortho=5)

E.Q. i) B.Sc. (Hons.) Nursing or B.Sc. (post Basic) Nursing

OR

Diploma in General Nursing with midwife Training from a recognized Institute/University;

ii) A division Nurse (with midwife training) registered with Haryana Nurses Registration Council;

iii) Hindi/ Sanskrit upto Matric Standard..

Pay Scale

` 9300-34800+ ` 4200 Grade Pay

Age

17-40 years

Cat. No. 64 1 post of Junior Statistical Nosologist.

(for General category)

E.Q.

i) Master degree from a recognized University in Economics or Agricultural Economics or Mathematics or Commerce or Operation Research or Econometrics with Statistics as one of the papers in case of first four;

OR

Second Division Graduate with two years Diploma in Statistics from a recognized University;

- ii) Two years experience as Statistical and Vital Health Supervisor or Investigator or Machine Operator or Statistical Assistant or Field Evaluation Worker in any Government Department.
- iii) One year diploma in Computer Application from a recognized University/ Institution;
- iv) Hindi/ Sanskrit upto Matric Standard.

Pay Scale

` 9300-34800+ ` 3300 Grade Pay

Age

17-40 years

Cat. No. 65 9 posts of Statistical Assistant

(GEN=2, SC=1, BCB=1, ESM GEN=1, ESM SC=2, ESM BCA=2)

E.Q.

i) Master degree from a recognized University in Economics or Agricultural Economics or Mathematics or Commerce with Statistics or Operation Research or Econometrics with Statistics as one of paper in case of first four;

OR

Second Division Graduate with two years Diploma in Statistics from a recognized University;

- ii) One year Diploma in Computer Application from a recognized University/ Institution.
- iii) Hindi/ Sanskrit upto Matric Standard.

Pay Scale

` 9300-34800+ ` 3300 Grade Pay

Age 17-40 years

HEALTH SERVICES (MALARIA)

Cat. No. 66 560 posts of Multipurpose Health Worker (Male)

(GEN=185, SC=112, BCA=90, BCB=61, ESM GEN=39, ESM SC=11, ESM BCA=11, ESM BCB=17, OSP GEN=5, OSP SC=4, OSP BCA=4, OSP BCB=4, PHC Ortho=6, PHC Low Vision=6, PHC Deaf &

Dumb=5)

E.Q. i) Matric

ii) Multipurpose Health Workers Training Course from an institution approved by the

Haryana Government.

iii) Hindi/ Sanskrit upto Matric Standard.

Pay Scale

` 5200-20200+ ` 2400 Grade Pay

Age

17-40 years

PUBLIC HEALTH ENGINEERING DEPARTMENT HARYANA

Cat. No. 67 83 posts of Assistant Draftsman (Civil)

(GEN=37, SC=18, BCA=7, BCB=6, ESM GEN=7, ESM SC=2, ESM BCB=2, OSP GEN=1,

PHC Ortho=1, PHC Hearing=1, PHC Low vision=1)

E.Q. i) Passed a recognized certificate course in Civil Draftsman conducted by State

Industrial Training and Vocational Department, Haryana or any other recognized

Institute by the Haryana Government.

Or

Passed three years recognized National Certificate (Theoretical) course in Civil Engineering conducted by State Board of Technical Education, Haryana or any other

recognized institute by the Haryana Government.

ii) Certified courses in AUTO Computer Aided Design (Civil), Water Computer Aided Design including 2 Dimensional and 3 Dimensional, AUTO Computer Aided Design Map 3 Dimensional /ARC INFO/ Structural Analysis and Design PRO from Authorized

Training Centre of Application Software providers.

iii) Hindi/ Sanskrit upto Matric Standard or higher education...

Pay Scale

` 9300-34800+ ` 3200 Grade Pay

Age

17-40 years.

ENGINEER-IN-CHIEF PWD (B&R) HARYANA

109 posts of Junior Engineer (Civil) Cat. No. 68

> (GEN=37, SC=15, BCA=12, BCB=8 (1backlog), ESM GEN=6, ESM SC=5 (3backlog), ESM BCA=6 (1backlog), ESM BCB=4 (2backlog), OSP GEN=2 (1backlog),

OSP SC=1, OSP BCA=1, PHC blind=5 (4backlog), PHC Deaf & Dumb=5(backlog), PHC

Ortho=2)

E.Q. i) Passed three years diploma in Civil Engineering from recognized

Technical Institution.

ii) Hindi/ Sanskrit upto Matric Standard.

Pay Scale

` 9300-34800+ ` 3600 Grade Pay

Age

17-40 years.

SPECIAL INSTRUCTIONS:

The prescribed essential qualification does not entitle a candidate to be called for interview. The Commission may short list the candidates for interview by holding a written examination or on the basis of a rationale criterion to be adopted by the Commission. The decision of the Commission in all matters relating to acceptance or rejection of an application, eligibility/suitability of the candidates, mode of, and criteria for selection etc. will be final and binding on the candidates. No inquiry or correspondence will be entertained in this regard.

HOW TO APPLY-GENERAL INSTRUCTIONS:

A candidate whether he belongs to general category or reserved categories viz. SC, BC, ESM/DESM can submit only one application for particular category of post. Application form complete in all respects duly filled in by the candidates in their own handwriting in capital letters and signed in the specified space should be sent only through Registered Post to the Secretary, Haryana Staff Selection Commission, Bays No. 67-70, Sector-2, Panchkula PIN- 134151. All the column of the application form should be filled in.

Applications related to RTI should be sent by writing 'RTI Application' on top of envelopes.

The candidate should give details of all the examinations passed from Matriculation or its equivalent onwards and mention total and <u>percentage of marks</u> obtained and maximum marks in each examination. The candidates are advised to attach photocopy only of essential qualification certificates/diploma/degree with the application form alongwith Eligibility Certificate in case of DESM and Sports Gradation Certificate in case of Outstanding Sports Person category and PHC Certificate from the Competent Authority. The candidates, who have obtained degrees or Diplomas or Certificates for the various courses from any institution declared fake by the University Grants Commission, shall not be eligible for being considered for recruitment to the posts advertised.

SERVING GOVERNMENT EMPLOYEES SHOULD SEND THEIR APPLICATION FORM WELL IN TIME THROUGH PROPER CHANNEL. THEY MAY, HOWEVER, SEND AN ADVANCE COPY DIRECT TO THE COMMISSION.

FEE:- Fee at the following rates should be deposited in the Haryana Govt. Treasury under the

Head "0051-H.P.S.C.-(103)-Staff Selection Commission, Haryana-Application fee and other

receipts."

No concession of fee is admissible to SC/BC/PHC applicants of other States.

The ESM candidates are exempted from payment of Fee, but their dependents are required to pay the fee as for General, SC or BC candidates as case may be. Candidates residing outside Haryana and Chandigarh can send the fee in the form of Indian Postal Orders which should be made payable to the Secretary, Haryana Staff Selection Commission at Panchkula. Fee sent in the form of Bank Draft or Money Order or Cash will not be accepted. Fee once sent with the application form is neither transferable nor refundable/adjustable. Treasury challans / Postal Orders purchased before the publication of this advertisement and after the closing date will not be accepted.

Relaxation in Age:

- i) In the case of SC/BC/PHC candidates, the upper age limit is relaxable as per Haryana Govt. instruction. For Ex-servicemen candidates relaxation up to continuous Military service added by three years is permissible.
- ii) The upper age limit in respect of widow, legally separated woman, divorcee, deserted woman and unmarried woman will be upto 45 years as per Government instructions.

Reservation of posts:- Reservation will be as per Haryana Government Instructions.

For Disabled ESM/Dependent of Killed/ Disabled in action reservation will be as per Haryana Govt. instructions contained in letter No. 945-GS-II 72/6451, dated the 6th March, 1972.

The reservation for ESM will be utilized in the order given below:-

- i) Disabled ex-servicemen with disability between 20% to 50%.
- ii) Up to two dependents of Service personnel killed/disabled beyond 50%
- iii) Other ex-servicemen.

Note:-1. Disabled ex-servicemen will mean ex-servicemen who, while serving in the Armed Forces of the Union were disabled in operations against the enemy or in disturbed areas.

Note:-2. The dependents will include besides wife/widow, dependent sons/daughters.

The dependent sons of ESM who fulfill all conditions of qualifications, age etc. prescribed for posts will be considered on merit for the posts reserved for ESM to the extent of non-availability of suitable ESM candidates. The children and the grand-children of Freedom Fighters (DFF) would be considered to the extent mentioned in Haryana Govt. letter No. 22/20/83-3GSIII, dated 26.7.1984 as amended from time to time, if the quota reserved for Ex-servicemen, remains unfilled due to non-availability of suitable Ex-servicemen or their dependents.

ESM/DESM candidates of Haryana claiming benefit will have to produce the fresh Eligibility Certificate from the concerned Zila Sainik Board at the time of interview. Mere dependent certificate will not be entertained. ESM candidates should also produce at the time of interview attested photo copy of Identity Card issued by concerned Zila Sainik Board.

NONE OF THE PERSON BELOW SHALL FALL WITHIN THE DEFINITION OF WORD DEPENDENT OF EX-SERVICEMEN IN TERMS OF HARYANA GOVT. LETTER NO. 12/37/79-GSII,

DATED 21-111980 :-

- i) A person may be working on an adhoc basis against the post advertised or somewhere else.
- ii) A person may be unemployed at the time of making the application but he may have other source of income viz. from agriculture, trade, property, Bank Balance etc.
- iii) A person who is a member of the joint Hindu family and remains dependent upon the Karta till there is partition in the family or he ceases to be a member of the joint Hindu
- iv) family and is obliged to pass on all his income to the Karta and he draws money for his subsistence from the pool of the joint Hindu family with the consent of the Karta.
- v) A candidate who is a member of the joint Hindu family is employed on adhoc basis but he is otherwise dependent on his father.
- Note:-i) The benefit of reservation will be given only to those SC/BC/ PHC and ESM and outstanding sportsperson candidates who are domicile of Haryana State. The SC/BC/PHC candidates are required to submit SC/BC/PHC Certificate duly issued by the competent authority at the time of interview. Likewise the Outstanding Sports Person shall be required to attach the sport gradation certificate with the application form as per Government instructions duly issued by the competent authority. DESM shall be required to attach the fresh Eligibility Certificate duly issued by the respective Zila Sainik Board with the application form.
 - ii) Qualification will be determined with regard to the last date fixed for receipt of applications.
 - candidates applying for a post must ensure that they fulfill all the eligibility conditions on the last date of application. If on verification at any time before or after the written examination or interview or appointment, it is found that they do not fulfill any of the eligibility condition or it is found that the information furnished is false or incorrect their candidature will be cancelled.
 - iv) The experience will be considered only after acquiring the essential qualification.

DOCUMENTS TO BE ATTACHED WITH THE APPLICATION FORM

- i) One copy of latest stamp size photograph duly attested should be pasted on the application form.
- ii) Attested photocopy of Treasury Challan.
- iii) Attested photocopy of essential qualifications and above /diploma/degree should be attached with the application form.
- iv) Attested copy of fresh Eligibility Certificate in case of DESM candidates duly issued by the respective Zila Sainik Board.
- v) Attested copy of Sport Gradation Certificate in case of Outstanding Sports Persons, duly issued by the Competent Authority.
- vi) Attested photo copy of BC / SC / PHC Certificate issued by competent authority.

The candidates residing outside the state of Haryana should send original Indian Postal Orders with the application forms after retaining counterfoil of IPO's with them. They will produce the original Treasury Challan/ IPO (Counter Foil), and all other relevant documents along with Photostat attested copies, at the time of interview.

2. The candidates are advised that the photocopy the application form.

of all qualifications should be attached with

Note :- An application form will be summarily rejected in the following events :-

- (i) If a candidate makes more than one application for a particular category.
- (ii) If the application is not in the prescribed format appended with this advertisement.
- (iii) If the application is unsigned/incomplete.
- (iv) If full fee is not deposited in the manner prescribed or proof thereof not attached.
- (v) If the application is not sent through Registered Post.
- (vi) If the experience certificate is without detail of salary per month received (wherever the condition of experience apply).
- (vii) If the application is received in Commission's office after the closing date, HSSC will not be responsible for any postal delay.
- (viii) If a candidate does not possess the qualification of Hindi/Sanskrit up to Matric Standard/ Higher Standard.
- (ix) If a candidate does not possess the requisite academic qualification on the cut off date
- (x) If a candidate is underage/overage on the cut off date.
- (xi) If a candidate does not indicate visible identification mark in column 13 of the application form.

USE OF MOBILE PHONE, PAGER AND OTHER ELECTRONICS DEVICE IN HARYANA STAFF SELECTION COMMISSION EXAMINATION/INTERVIEW IS STRICTLY PROHIBITED.

Place : Panchkula Secretary,
Dated: 06.12.2011 Haryana Staff Selection Commission,
Panchkula.

BY REGISTERED POST ONLY HARYANA STAFF SELECTION COMMISSION Bays No. 67-70, Sector-2, Panchkula-134151

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