

Office of the Director, S.C.E.R.T, Haryana, Gurugram

Terms and conditions for direct recruitment/ appointment of Group D employees on contract basis under of Haryana Govt. policy for outsourcing Part – II dated 06-04-2015.

1. Name and number vacant of Post : **Peon-09, Mali-03, Sweeper-05 for male and female and Chowkidar-02 for male only.**
- i) Reservation of Posts : **GEN S.C. BC-A BC-B ESM(G) Total**
- | | | GEN | S.C. | BC-A | BC-B | ESM(G) | | | Total |
|--|--|-----|------|------|------|--------|----|-----|-------|
| | | | | | | G | SC | BCA | |
| | | 07 | 04 | 02 | 02 | 02 | 01 | 01 | 19 |
2. Essential Qualification for the post of **Peon** and **Mali** : Matriculation
3. Essential Qualification for the post of **Sweeper** and **Chowkidar** : Reading and Writing Hindi
4. Age limit as on **15-06-2018** : As per Haryana Govt. rules. i.e. maximum age limit 42 years.
5. Age relaxation for SC/BCA/BCB/ESM : As per Haryana Govt. rules.
6. Documents to be attached with application : One recent passport size coloured photograph.
Photocopy of Birth certificate.
Photocopy of Educational Qualification.
Photocopy of Cast certificate and ESM Certificate if applicable.
Photocopy of Domicile certificate.
Photocopy of Character certificate.

7. **Last date of receipt of Application** : 15-06-2018 up to 5:00 pm

8. Application will be accepted by Registered Post / Speed Post/Dasti to the following address: Director S.C.E.R.T Haryana, Sohna Road, Gurugram – 122001 up to 15-06-2018 till 05:00 PM.

NOTE:

(a) The application would be rejected in case;

- i- Not made on proper form.
- ii- Incomplete application in terms of documents / certificates with regard to claiming age relaxation.
- iii- The department shall not be responsible for any postal delay / loss.
- iv- The department reserves the right of cancelling the candidature of any candidate found indulging in any malpractices i.e hiding any material information etc.
- v- Name of Post to which apply must be written by the candidate on the top of the envelop.

9. **Method of selection:** Selection will be made on merit for those candidates whose application forms are found correct and the decision of the selection committee will be final.

10. Candidates selected on merit will be called for verification of original documents/certificates in due course of time.

11. The appointment will be made on contract basis for duration of one year or till the regular Employee joins the post in this Council whichever is earlier according to the Haryana Government Policy for outsourcing dated 06-04-2015 (Part- II).

12. **Pay & allowance:** Would be paid monthly salary as fixed by the Deputy Commissioner, Gurugram or fixed by the State Government from time to time.

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13. Selection Procedure:-

i) Essential qualification
For the post of Peon and Mali

Matriculation - Candidates having 1st division will be given 10 points, for 2nd division 07 points and for 3rd division 05 points will be given. In case if the points are equal of two candidates then candidate having more marks in Matriculation shall stand in merit. If marks and division are equal then elder in age shall stand in merit.

ii) Essential qualification
For the post of Chowkidar and Sweeper

Reading and Writing Hindi.

Note –

In case candidates belonging to ESM category are not available then it will be given to the concerned category.

14. Experience:-

Experience of those candidates who have worked on contractual basis on the same post only in any Government office of Haryana shall be considered and for every complete six months experience 01 point will be given subject to maximum 10 points.

21/06/18
(Jyoti Chaudhary)
Director
S.C.E.R.T. Haryana
Gurugram