

HIMACHAL PRADESH
PUBLIC SERVICE COMMISSION

Advertisement No. 3/2013

Dated: 11th October, 2013

CLOSING DATE FOR SUBMISSION OF ONLINE RECRUITMENT APPLICATIONS (ORA*) THROUGH ORA WEBSITE IS UPTO 11th November, 2013 TILL 11:59 P.M. AFTER WHICH THE LINK WILL BE DISABLED.

(*: by using the website <http://www.hp.gov.in/hppsc>).

DATE FOR DETERMINING THE ELIGIBILITY OF ALL CANDIDATES IN EVERY RESPECT SHALL BE THE PRESCRIBED CLOSING DATE FOR SUBMISISON OF ONLINE RECRUITMENT APPLICATION (ORA) i.e. 11th November, 2013.

Online Recruitment Applications (ORA) are invited from the desirous and eligible candidates for recruitment to various posts in various Departments of Himachal Pradesh Government up to **11th November, 2013 TILL 11:59 P.M.**

IMPORTANT INSTRUCTIONS:-

- 1. The candidates must read the instructions carefully, which are available on the website of the Commission, i.e. <http://www.hp.gov.in/hppsc>; before filling up Online Recruitment Application Forms (ORA) for the post(s) concerned.**
- 2. The candidates must ensure their eligibility in respect of Category, Experience, age and Essential Qualification(s) etc. as mentioned against each post in the advertisement to avoid rejection at later stage.**
- 3. Incomplete Online Recruitment Application Forms submitted without requisite examination fee, scanned photograph & scanned signatures of prescribed size, will be rejected straightway.**
- 4. 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-Serviceman, WFF and Physically Disabled (Orthopaedically Disabled/ Visually Impaired/ Blind / Hearing Impaired / Deaf & Dumb) etc.**
- 5. The reserved category candidates belonging to other states will be treated as GENERAL CATEGORY CANDIDATES and the benefit of reservation and fee concession will not be admissible to such candidates.**
- 6. The candidates should possess requisite essential qualification(s) prescribed for the post(s) for which he/she wants to apply as on closing date i.e. 11th November, 2013 for submission of Online Recruitment Applications (ORA) on the website <http://hp.gov.in/hppsc>.**
- 7. Number of post(s) is/are tentative and may increase or decrease from time to time for different categories of posts.**
- 8. In service candidates may apply to the Commission along with requisite fee with information to their Head of Departments/ Employer for issuing NOC. No in service candidate will be interviewed unless he/she brings NOC from the concerned employer.**

Detail of post(s) and eligibility conditions are given as under against each post(s):-

ITEM No. I (A): Department of Health & Family Welfare

Name of the Post:- Medical Officer (General Wing) (MBBS) Class-I (Gazetted) (on regular basis)	<u>Number of posts:</u> 69 posts (50+19 backlog posts) (General=26, General Ex-SM of HP=05, General WFF of HP=01, General Physically Handicapped of HP (Ortho. only)=01, SC of HP=06, SC Ex-SM of HP=01, ST of HP=03, ST Ex-SM of HP=01, OBC of HP=05 and OBC Ex-SM of HP=01) (50 posts)
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	Backlog posts:- (General Ex-SM of HP=08, General Physically Handicapped of HP (Ortho. only)= 02, SC Ex-SM of HP=02, OBC of HP=05 and OBC Ex-SM of HP=02) (19 posts)
Pay Band: ₹ 15600 + 39100/- + ₹ 5400/- (Grade Pay)	
AGE: 45 years and below.	
(a)	Essential Qualification:-
(i)	Recognized Medical qualification included in the first or second schedule or Part-II of the third schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956. The holders of educational qualification included in Part-II of the third schedule should fulfill the conditions stipulated in sub-section (3) of section 13 of the Indian Medical Council Act, 1956.
(ii)	Completion of compulsory rotating internship.
(b)	Desirable Qualifications:-
(i)	Post Graduate Degree or Diploma included in the first or second Schedule or Part-II of the third Schedule (other than licentiate qualifications) to the Indian Medical Council Act, 1956. The holders of educational qualification included in part-II of the third schedule should fulfill the conditions stipulated in sub section (3) of section 13 of the Indian Medical Council Act, 1956.
(ii)	A post graduate qualification from a recognized institution as mentioned in Appendix-A.
(iii)	Knowledge of customs / manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

Item No. I (B):

Name of the Post: Drugs Inspector Class-II (Gazetted) (On Contract Basis)	Number of posts: 06 posts (UR=03, SC of HP =01, OBC of HP=01 and UR Ex-SM of HP= 01)
Contractual Amount : ₹14,500/- P.M.	
AGE: Between 18 to 45 years.	
Essential Qualifications:- Bachelor's Degree in Pharmacy or Pharmaceutical Chemistry or a post-Graduate Degree in Chemistry with pharmaceutics as essential subject of an University established in India by the Law or its equivalent qualification recognized and notified by the Central Government for such purpose or the Associateship Diploma of the Institution of Chemists (India) obtained by passing the Examination with "Analysis of Drugs and pharmaceuticals" as one of the subject. OR Bachelor's Degree in Science or Graduate in Medicine of an University recognized for this purpose by the appointing authority and has had at least one year's post-graduate training in a laboratory under (i) a Government Analyst appointed under the Act, or (ii) a Chemical Examiner, or (iii) the head of an institution specifically approved for the purpose by the appointing authority, Provided that only those Inspectors:- (i) Who have not less than 18 months experience in the manufacture of at least one of the substances specified in Schedule-C OR (ii) Who have not less than 18 months' experience in testing of at least one of the substances specified in Schedule-C in a laboratory approved for this purpose, by the licensing authority OR (iii) Who have gained experience of not less than three years in the inspection of firm manufacturing any of the substances specified in Schedule-C appended to these rules during the tenure of their service as Drugs Inspectors shall be authorized to inspect the manufacture of the substances mentioned in schedule-C.	
Desirable Qualification:- Knowledge of customs, manners and dialects of H.P. and suitability for appointment in the peculiar conditions prevailing in the Pradesh.	

Item No. II (A): Department of Technical Education

Name of the Post:- Lecturer in Civil Engineering (Polytechnic), Class-I (Gazetted) (On Contract basis)	<u>Number of posts:</u> 10 posts (06+04 backlog posts) (UR=02, SC of HP=01, ST of HP=01, OBC of HP=01 and UR Ex-SM of H.P.=01) <u>Backlog posts:</u> 04 posts (ST of HP=01 and UR Ex-SM of HP=03)
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Item No. II (B):

Name of the Post:- Lecturer in Electrical Engineering (Polytechnic), Class-I (Gazetted) (On Contract basis)	<u>Number of posts:</u> 07 posts (04+03 backlog posts) (UR=03 and OBC of HP=01) Backlog posts: 03 posts (UR Ex-SM of HP=03)
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Item No. II (C):

Name of the Post:- Lecturer in Mechanical Engineering (Polytechnic), Class-I (Gazetted) (On Contract basis)	<u>Number of posts:</u> 08 posts (06+02 backlog posts) (UR=03, SC of HP =01, UR Ex-SM of HP=01 and PH of HP (Orthopaedically)=01) Backlog posts: 02 posts (General Ex-SM of HP=02)
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Item No. II (D):

Name of the post:- Lecturer in Electronics & Communication Engineering (Polytechnic), Class-I (Gazetted) (on contract basis)	No. of Posts: 02 (UR Ex-SM of HP) (Backlog posts)
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Pay Band, Age and Essential Qualification(s) for the posts mentioned against Item No. II (A to D) are as under:-

Pay Band ₹ 15600-39100 + ₹ 5400 (GP) Contractual emoluments ₹ 21,000/- P.M.
AGE: 45 years and below.
Essential Qualification:- 1 st Class Bachelor's Degree in appropriate branch of Engineering/Technology or equivalent. Desirable Qualification:- Knowledge of customs / manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

Item No. II (E):

Name of the Post:- Lecturer in Pharmacy (Pharmacology), Class-I (Gazetted) (Govt. B. Pharmacy College, Rohru)	<u>No. of post(s):</u> 01 post {(Physically Disabled of HP (Orthopaedically) =01)} (Backlog post)
Pay Scale: ₹ 8000-275-13500 (Pre-revised)	
Age: 45 years and below.	
Essential Qualification: 1 st class Master's Degree in appropriate Branch of Specialization in Pharmacy. Desirable Qualification:- Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.	

Item No. II (F):

Name of the Post: Lecturer (Mechanical Engineering) Class-I (Gazetted) (on contract basis) (for Government Engineering Colleges under the	<u>Number of post(s):</u> 01 post {(Physically Disabled of H.P.)}
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Deptt. of Technical Education (Vocational & Industrial Training)}	(Orthopaedically) (Backlog post)
Pay Scale:- ₹ 15600-39100/- + ₹ 6000/- (G.P.) (Contractual amount will be paid).	
AGE: 45 years and below.	
<u>Essential Qualification:</u> <u>QUALIFICATION & EXPERIENCE FOR CANDIDATES FROM TEACHING:-</u> First Class Master's Degree in the appropriate branch of Engineering (Engg.)/ Technology (Tech.) (No. minimum experience is required). OR First Class bachelor's Degree in the appropriate branch of Engineering / Technology or equivalent, valid GATE score minimum 75 percentile, to complete M. Tech. / M.E. within 05 years failing which the increments will be stopped until the postgraduate degree is earned. The institution shall provide adequate opportunity to its teaching staff to complete this requirement. <u>QUALIFICATION & EXPERIENCE FOR CANDIDATES FROM INDUSTRY & PROFESSION:-</u> same as above <u>Desirable Qualification:-</u> Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.	

Item No. III (A): Department of MPP & Power, H.P.

Name of the Post:- Assistant Engineer (Electrical), Class-I	Number of posts: 31 posts {(General=14, General Ex-SM of HP =05, SC of HP=03, ST of HP=01, ST Ex-SM of HP= 01, OBC of HP =03, General WFF of HP=03 & Physically Handicapped of H.P. (Orthopaedically Disabled=01)}
Age: Between 18 to 45 years.	
Pay band: ₹ 16650-39100 + ₹ 5800/- (GP)	
<u>Essential Qualification:-</u> Regular / full time Degree in Electrical Engineering or Electrical & Electronics Engineering from a recognized Institution/ University duly approved by the AICTE or AMIE from Institution of Engineers (India Calcutta) or Ex-Servicemen, who have the relevant equivalence to a recognized Degree in above stream / discipline recognized by the Govt. of India, for AE (E) posts. <u>Desirable Qualification:-</u> (a) Experience of working in Design/ Construction in hilly areas. (b) Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in peculiar conditions prevailing in the state.	

Item No. III (B):

Name of the Post:- Assistant Engineer (IT), Class-I	Number of posts: 02 posts (General=02)
Age: Between 18 to 45 years.	
Pay band: ₹ 16650-39100 + ₹ 5800/- (GP)	
<u>Essential Qualification:-</u> Regular / full time Degree in Computer Science Engineering, Electronics & Communication Engineering & Information Technology or its equivalent from a recognized Institute / University approved by the AICTE or AMIE in above stream / discipline from Institution of Engineers (India Calcutta) for AE (IT) posts. <u>Desirable Qualification:-</u> (c) Experience of working in Design/ Construction in hilly areas. (d) Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in peculiar conditions prevailing in the state.	

Item No. III (C):

Name of the Post:- Assistant Engineer (Civil), Class-I	Number of posts: 08 posts (General=05, SC of HP=01, ST of
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	HP=01 and OBC of HP =01)
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Item No. III (D):

Name of the Post:- Assistant Engineer (Mechanical), Class-I	Number of posts: 02 posts (General=02)
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Age, Pay band and essential qualification(s) for the posts mentioned at Item No. III (C) and Item No. III (D):

Age: Between 18 to 45 years.
Pay band: ₹ 16650-39100 + ₹ 5800/- (GP)
Essential Qualification:- Regular / full time Degree in Civil/ Mech. from a recognized Institution/ University duly approved by the AICTE or AMIE from Institution of Engineers (India Calcutta) or Ex-Servicemen, who have the relevant equivalence to a recognized Degree in above stream / discipline recognized by the Govt. of India, for AE (C/M) posts.
Desirable Qualification:- (a) Experience of working in Design/ Construction in hilly areas. (b) Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in peculiar conditions prevailing in the state.

Item No. (E):

Name of the Post:- Accounts Officer, Class-I	Number of post(s):- 01 post (Physically Disabled of H.P.) (Orthopaedically)
Pay Scale: ₹ 16650-39100 + ₹ 5800 (Grade Pay)	
Age: Between 18 to 45 years.	
Essential Qualification:- Recognized Degree of ICWA or CA from a recognized Institution.	
Desirable Qualifications:- (i) Experience of working in Finance and Accounts. (ii) Knowledge of customs, manners and dialects of H.P. and suitability for working in peculiar conditions of the Pradesh.	

Item No. IV (A): Department of Town & Country Planning

Name of the Post:- Assistant Town Planner, Class-I (Gazetted)	Number of post(s): 07 (06 + 01 backlog post) {(General=03, General Ex-SM of HP=01, SC of HP= 01 and OBC of HP=01) (On Contract basis)} Backlog post:- 01 post {Persons with disabilities of H.P. (One leg, one arm and partially deaf)} (On regular basis)
Scale of Pay: PB-4: ₹ 15600-39100 + ₹ 5400/- (GP) (Contractual amount will be paid to the contractual appointees)	
AGE: 45 years and below.	
Essential Qualification:- M. Tech. Degree in Urban/City/ Town/Regional Planning from an University or an Institute duly recognized by the All India Institute of Town Planners, India. Provided that preference will be given to the candidates possessing at least 3 years experience in Urban/City/ Town/Regional Planning's work under any authority constituted under Town & Country Planning Laws or in the Town & Country Planning Department after acquiring the above qualification.	
Desirable Qualification:- Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.	

Item No. IV (B):

Name of the Post:- Planning Officer, Class-I (Gazetted) (On contract basis)	Number of post(s): 01 (General)
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Scale of Pay: ₹ 10300-34800 + ₹ 5000/- (GP)
AGE: 45 years and below.
<u>Essential Qualification:-</u> B. Tech. Degree in Urban/City/Town/Regional Planning from a University or Institute duly recognized by H.P. Government/ Central Government. Provided that preference will be given to the candidates possessing at least 3 years' experience in Urban/City/ Town/Regional Planning's work under any authority constituted under Town & Country Planning Laws or in the Town & Country Planning Department after acquiring the above qualification. <u>Desirable Qualification:-</u> Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

Item No. IV (C):

Name of the Post:- Sr. Planning Draughtsman, Class-II (Non-Gazetted)	Number of post(s): 01 post (Persons with disabilities of H.P.) (One arm, both legs and hearing impaired of HP) (Backlog post)
Pay Scale ₹ 10300-34800 + ₹ 4200/- (G.P.)	
AGE: 45 years and below.	
<u>Essential Qualification:-</u> (a) B. Tech Degree in Urban/ City/ Town/ Regional Planning or its equivalent from a recognized University or from an Institute duly recognized by the Central/ H.P. Government. <u>Desirable Qualification:-</u> Knowledge of customs, manners and dialects of H.P. and suitability for appointment in the peculiar conditions prevailing in the Pradesh.	

Item No. V: Department of Public Works

Name of the Post:- Assistant Engineer (Civil), Class-I (Gazetted) (On Contract basis)	Number of post(s): 01 post (UR Ex-SM of H.P.=01) (backlog post)
Pay Band: ₹ 15600-39100/- + ₹ 5400/- (Grade Pay) (Contractual amount will be paid).	
AGE: Between 18 years and 45 years.	
<u>Essential Qualification:-</u> Must possess a degree in Civil Engineering or its equivalent from an Institution / University duly recognized by the Central / State Govt. <u>Desirable Qualification:</u> Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointments in the peculiar conditions prevailing in the Pradesh.	

Item No. VI (A): Department of Home

Name of the Post:- Assistant Director (Physics & Ballistic), Class-I (Gazetted) (On Contract basis)	Number of post(s): 01 post (General)
Pay Band: ₹ 15600- 39100/- + ₹ 6600/- (Grade Pay) (Contractual amount will be paid).	
AGE: Between 18 and 45 years.	
<u>Essential Qualification:-</u> 1. At least 2 nd class Master's Degree in the physics/ Mathematics /Forensic Science (specialization in Forensic Physics & Ballistics) or equivalent from a recognized University. 2. Seven years post M.Sc. experience in research training and analytical work in one of the above or allied subjects. (Research work done for doing Ph.D. Degree shall be counted in total experience). <u>Desirable qualification:-</u> Knowledge of customs, manners and dialects of Himachal Pradesh	

and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

Item No. VI (B):

Name of the Post:- Assistant District Attorney, Class-I (Gazetted) (On Contract basis)	Number of posts: 20 posts (General=10, SC of HP=03, ST of HP= 01, General Ex-SM of HP=05 and General Physically Handicapped of HP=01) (having not less than 40% disability and more than 60% disability in one leg or one arm)
Pay band ₹ 10300-34800 + ₹ 4400/- (G.P.) (Consolidated fixed amount @ ₹14,700/- P.M. for contractual appointees)	
AGE: 35 years & below.	
(a) Essential Qualification: i) Professional degree in Law from a recognized University or its equivalent; and ii) At least two years experience as an advocate. The candidate is required to produce experience certificate duly signed by the President, District Bar Association concerned/ Bar Council.	
(b) Desirable Qualification: Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.	

Item No. VII: Department of Industries

Name of the post:- Geologist, Class-I (Gazetted) (On contract basis)	Number of post(s):- 01 post (General)
Pay Scale: Consolidated contractual amount @ ₹ 22,200/- per month	
Age: 45 years and below.	
(A) ESSENTIAL QUALIFICATION:- i) M.Sc. Degree in Geology or Applied Geology or its equivalent from a recognized University or an Institution duly recognized by the H.P./ Central Government or Diploma in Applied Geology from Indian School of Mines, Dhanbad. ii) 7 years field experience in independent Geological mapping & mineral prospecting of economic strategic and rare minerals.	
(B) DESIRABLE QUALIFICATION FOR THE POST IS AS UNDER:- (i) Training in different aspects of prospecting for minerals& utilization of minerals. (ii) Knowledge of developing & working mineral industry. (iii) Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh. (iv) Experience in Administration & capacity to draw executive programmes independently.	

Item No. VIII: Department of Excise and Taxation

Name of the Post:- Law Officer, Class-II (Gazetted)	Number of post(s): 01 post (UR)
Pay band: ₹ 10300 - 34800/- + ₹ 4200/- (Grade Pay)	
Age: Between 18 and 45 years.	
Essential Qualification:- Should possess a professional degree in Law or its equivalent from any recognized University in India with 03 years experience as a practicing Advocate or 05 years experience while working in a Govt./ semi Govt. Institutions.	
Desirable qualification:- Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.	

ITEM No. IX: Department of Labour & Employment

Name of the Post:- Assistant Director of Factories (Chemical) Class-I (Gazetted) (On contract basis) (Backlog post)	Number of post(s): 01 post (Orthopaedically Disabled of H.P.) (OD) {One Arm (OA), One leg (OL) and One Arm & one leg (OAL)}
Pay Scale: ₹ 10300-34800/- + ₹ 5000/- (Grade Pay) (Contractual amount to be paid).	
AGE: 45 years and below.	
<u>Essential Qualification:-</u> (a) Degree in Chemical Engineering from any Institution/ Board/ University recognized by State/ Central Government or its equivalent. (b) Should have practical experience of at least 2 years in the relevant field in a manufacturing workshop of either a public sector undertaking or under Company Act, 1956. <u>Desirable Qualification:</u> Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointments in the peculiar conditions prevailing in the Pradesh.	

Item No. X: Department of Medical Education

Name of the Post:- Radiation Safety Officer, (Radiotherapy) Class-I (Gazetted)	Number of post(s): 01 post (UR)
Pay band: ₹ 10300-34800/- + ₹ 5400/- (GP)	
Age: 45 years and below.	
<u>Essential qualification(s):-</u> (i) A post graduate degree in Physics from a recognized University; (ii) A Post M.Sc. Diploma in Radiological / Medical Physics from a recognized University; and (iii) An internship of minimum 12 months in a recognized well equipped radiation therapy department. (iv) An approval from the competent authority to function as Radiation Safety Officer. <p style="text-align: center;">Or</p> (i) A basic degree in Science from a recognized University, with Physics as one of the main subject; (ii) A post graduate degree in Radiological / Medical Physics from recognized University; and (iii) An internship of minimum 12 months in a recognized well equipped radiation therapy department. (iv) An approval from the competent authority to function as Radiation Safety Officer. <u>Desirable Qualification(s):-</u> Knowledge of customs, manners and dialects of H.P. and suitability for appointment in the peculiar conditions prevailing in the Pradesh.	

Item No. XI: Department of Ayurveda

Name of the Post:- Homeopathic Medical Officer, Class-I (Gazetted) (on contract basis)	Number of post(s): 03 posts (SC of HP=01, ST of HP=01 and OBC of HP=01)
Contractual amount: ₹ 15300/-	
Age: 45 years and below.	
<u>ESSENTIAL QUALIFICATION:-</u> (i) 10+2 or its equivalent examination from Board/University recognized by the Central/ State Government. (ii) Degree in Homeopathy of 5 ^{1/2} years duration from a recognized University/Board established by law or institution recognized by the Central/State Government mentioned in 2 nd or 3 rd schedule of Homeopathy Central Council Act, 1973. (iii) Should be registered with the Central Homeopathy Council/ Homoeopathy Council of Himachal Pradesh.	

DESIRABLE QUALIFICATION:-

Knowledge of customs /manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

HOW TO APPLY:-

- a) Desirous/ eligible candidates must apply online through the website <http://www.hp.gov.in/hppsc>. Applications received through any other mode would not be accepted and summarily rejected.
Detailed instructions for filling up Online Recruitment Applications are available on the above mentioned website.
- b) Candidates who wish to apply for more than one post should apply separately for each post and pay the fee for each post in the prescribed manner.
- c) After submitting the Online Recruitment Application (ORA), the candidates are required to take a printout of the finally submitted Online Recruitment Application and submit the same alongwith requisite attested documents / certificates in support of their eligibility to the Commission on the day of Screening Test for the concerned post.
- d) In case the candidate has applied against more than one item i.e. post published in the advertisement, the candidate is required to submit separate copies of requisite attested documents/ certificates alongwith the Printout of the Online Recruitment Application of each post on the day of Screening Test for the respective posts.

EXAMINATION FEES:-

The detail of fee for respective categories is as under:-

Sr. No.	Category	Fee
1.	General Category {including General Physically Disabled, i.e. Orthopaedically disabled, Deaf & Dumb, Hearing impaired/ W.F.F. of HP/ Ex-Servicemen relieved from Defence Services on their own request before completion of normal tenure and candidates of other states (including reserved category candidates of other states)}	₹ 400/-
2.	S.C. of H.P. /S.T. of H.P. /O.B.C. of H.P. (including S.C. /S.T. /O.B.C. Ex-Servicemen of H.P. relieved from Defence Services on their own requests before completion of normal tenure)	₹ 100/-
3.	Ex-Servicemen of H.P. (Ex-Servicemen, who are relieved from Defence Services after completion of normal tenure) / Blind of H.P./ Visually Impaired of H.P.	No Fee

Mode of Payment:

The candidates can deposit the requisite fee at any branch of **Punjab National Bank** through an **e-Challan** generated through the website of the Commission, i.e. www.hp.gov.in/hppsc and its Transaction No., Branch Code and date of Receipt are required to be updated before the last date in the same Login ID in the Fee Details link. Before applying online, all candidates are advised to go through detailed instructions given on the above mentioned website.

FACILITATION COUNTER FOR GUIDANCE OF CANDIDATES:-

In case of any guidance/information/clarification regarding their online recruitment applications, candidature etc.; candidates can contact HPPSC's Reception Counter in person or on Toll Free No. 1800-180-8004 or Phone No. 0177-2624313 and 2629739 (O) on any working day between 10:00 A.M. to 05:00 P.M. For queries related to online submission of online recruitment application(s), candidates can also contact Mr. C.M. Chauhan, P.P.O. on Ph. No. 0177-2629738 (O) and 94182-74500 (M) on any working day between 10:00 A.M. to 05:00 P.M.

ADMISSION/ REJECTION:-

The information in respect of provisionally admitted candidates on claim basis and rejected candidates (for want of requisite examination fees) will be uploaded on website of the Commission before the conduct of

Screening Test/ Examination for the concerned post(s). The candidates, who appear in the Screening Test(s) on the basis of claim and fail to submit the requisite attested documents in support of their eligibility, i.e. educational qualification, age, experience & category etc. and the candidates, who are found ineligible on scrutiny of their documents, will be rejected straightway. Online intimation will be conveyed to the candidates through e-mail(s) and sms'. No separate intimation in this regard will be sent by post.

e- Admission Certificate(s):

No Admission Certificate(s) will be sent by post and provisionally admitted candidates will have to download their respective e-Admission Certificate alongwith instructions for the concerned post(s) from the official website of the Commission i.e. www.hp.gov.in/hppsc. **Therefore, the candidates are advised to remember their User ID(s) and password(s) to log in to download their respective e-Admission Certificate(s).** The provisionally admitted candidates will have to paste a passport size photograph duly attested by a Gazetted Officer on the space provided on the downloaded e-Admission Certificate(s), failing which he/she will not be allowed to appear in the Screening Test/Examination, in any condition/ circumstances, whatsoever.

SUBMISSION OF CERTIFICATES/ DOCUMENTS:-

- ✓ **THE CANDIDATES ARE REQUIRED TO SUBMIT THE PRINTOUT/ HARD COPY OF ONLINE RECRUITMENT APPLICATIONS (ORA) ALONGWITH ATTESTED COPIES OF REQUIRED DOCUMENTS/ CERTIFICATES, i.e. ESSENTIAL QUALIFICATION(S), AGE, EXPERIENCE AND CATEGORY IN SUPPORT OF THEIR ELIGIBILITY ON THE DAY OF SCREENING TEST FOR THE CONCERNED POST FAILING WHICH THEIR CANDIDATURE WILL STAND CANCELLED WITHOUT ANY FURTHER CORRESPONDENCE.**
- ✓ The false/fake claims or any information made by the candidate(s) will be viewed seriously and he/she will be debarred for recruitment to any post to be advertised either by H.P. Public Service Commission or any other recruiting agency of H.P. State Government for a period of three years from the date of submission of Online Recruitment Application by such candidate(s).
- ✓ The detailed particulars of such candidates will be uploaded on the website of the Commission to black list such debarred candidates to make it easily available for other recruiting agencies.

Note: Original certificates will have to be produced at the time of viva-voce. If any of their claims is found to be incorrect; besides rejection they may render themselves liable to disciplinary action by the Commission.

CATEGORY CLAIMS:-

The category once claimed by the candidate(s) will not be allowed to change after the conduct of Screening Test for the concerned post(s). Where the direct interview(s) will be conducted, candidates can apply for change of his/ her category seven days prior to the commencement of interview(s).

The S.C. of Himachal Pradesh / S.T. of Himachal Pradesh / O.B.C. of Himachal Pradesh/ WFF of H.P. / Ex-Servicemen of H.P. and Physically Disabled of H.P. candidates must possess such certificates(s) in support of their claims made in the Online Recruitment Application (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.

1. EX-SERVICEMEN OF HIMACHAL PRADESH:-

The candidates belonging to Ex-Servicemen of Himachal Pradesh will have to furnish discharge certificate and full detail in respect of their PPO No., Rank, and date of retirement from the Defence Services to claim the benefit of reservation for the category of Ex-Serviceman of Himachal Pradesh. The Ex-servicemen candidates of H.P. must go through the relevant Rules and instructions of the reservation notified / issued by the H.P. Govt. from time to time in order to ensure their eligibility for admission to the aforesaid examination.

2. **WARDS OF EX-SERVICEMEN OF HIMACHAL PRADESH:-**

Generally, Wards of Ex-Servicemen of H.P. (sons, daughters of Ex-Servicemen of H.P.) erroneously claim their category as Ex-Servicemen of Himachal Pradesh. But it is made clear that benefit of reservation against the post(s) reserved for Ex-Servicemen of H.P. is strictly admissible to Ex-Servicemen (of H.P.) themselves only and not to their wards (sons / daughters) in these services. Therefore, wards of Ex-Servicemen of Himachal Pradesh will have to mention their respective category(s) to which they belong in order to avoid rejection of their candidature for the concerned post(s) at any later stage.

3. **OBC of H.P. (OTHER BACKWARD CLASSES OF HIMACHAL PRADESH):-**

The candidates belonging to OBC of H.P. category must produce OBC certificate(s) on the prescribed format, which should not be more than two years old at the time of last date fixed for submission of Online Recruitment Application alongwith latest affidavit duly attested by the authority authorized under the Indian Oath Act stating that his/her status as OBC has not been changed and he / she has not been excluded from the category of O.B.C. of H.P. on account of being covered under creamy layer. **Such certificate should be based on the lineage of parental family, failing which such candidate(s) will not be allowed to appear in the viva-voce / interview.**

4. **WARDS OF FREEDOM FIGHTERS OF HIMACHAL PRADESH (WFF OF H.P.):**

For the posts reserved for Wards of Freedom Fighters of Himachal Pradesh (WFF of H.P.), sons/grandsons/ daughters/grand daughters of Freedom Fighters of Himachal Pradesh, who have been appointed on regular basis as well as married daughters/ grand daughters shall not be entitled for the benefits of reservation provided to the wards of Freedom fighters in Government services, against the identical posts in the same scale. The employed children/ grand children and married daughters/ grand daughters of Freedom Fighters will be deemed to have been excluded from the definition of Freedom Fighter for the purpose to this extent. The children/ grand children of Freedom fighters of Himachal Pradesh, who have been appointed in Govt. / Semi Govt. or Private Sector etc. services against the post(s) reserved for the wards of Freedom Fighters on regular basis will remain entitled to compete for higher rank/ grade posts/ services on the basis of reservation earmarked to the wards of Freedom Fighters of Himachal Pradesh. The un-married daughters/grand daughters will have to submit an affidavit being spinster (un-married) in support of their claim(s) issued by the authority authorized under the Indian Oath Act. Otherwise such candidates will be rejected straightway.

ELIGIBILITY CONDITIONS:-

- (i) The date of determining the eligibility of all candidates in terms of essential qualification, experience etc. shall be reckoned as on the closing date, **11th November, 2013** for submitting the Online Recruitment Applications (ORA) on the website <http://hp.gov.in/hppsc>.
- (ii) The decision of the Commission regarding eligibility etc. of a candidate for admission to viva-voce/ Personality Test or selection will be final and no correspondence / personal enquiries will be entertained.
- (iii) Onus of proving that a candidate has acquired requisite degree/ essential qualification by the stipulated date is on the candidate and in the absence of proof to the contrary, 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. No extra opportunity shall be provided to the candidates to produce appropriate certificates at the time of interview.
- (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 Online Recruitment Application is liable to be rejected.

AGE: - As mentioned against each post.

Clarification:-

- (i) Five years relaxation in upper age limit is admissible only to the bonafide SC of H.P. / ST of H.P. / OBC of H.P. / WFF of H.P. / Persons with disabilities of Himachal Pradesh. For H.P. Govt. employees and Ex-servicemen of H.P.; age relaxation is as per Government's instructions issued from time to time.
- (ii) Age of a candidate shall be reckoned as on 01-01-2013.

SCREENING TEST/ EXAMINATION/ VIVA-VOCE TEST:-

- (i) In cases where the number of eligible candidates is inordinately large in proportion to the number of posts, the Commission may restrict the number of candidates to be called for interview by subjecting all the eligible candidates to a screening test. Since the purpose of holding screening test is only to shortlist the number of candidates, marks obtained in screening test shall not be counted for deciding the merit of a candidate. Final selection of a candidate will be made solely on the basis of his/her performance in the viva-voce test/ interview, which will be of maximum 100 marks. The minimum pass marks in interview are 45 for the candidates of general category and 35 marks for the candidates of reserved categories.
- (ii) Where selection is to be made on the basis of performance of the candidates having qualified the screening test, before the interview board, a candidate scoring more marks in the interview shall be placed above the candidates scoring lesser marks in the interview. If the candidates will score equal marks in an interview, then a candidate securing more marks in the screening test will be placed above the candidate securing lesser marks in the screening test. In case the marks of screening test are equal then the candidate, who is senior in age will be placed above the candidate, who is junior in age. Where selection is to be made purely on the basis of performance of the candidates before the interview board, a candidate scoring more marks in the interview shall be placed above the candidates scoring lesser marks in the interview. If the candidates will score equal marks in an interview, then a candidate who is senior in age will be placed above the candidate, who is junior in age.
- (iii) Answer Key of Screening Test will be uploaded on the official website of the Commission after freezing the answer sheets and objection(s), if any; will be entertained upto seven days after displaying / uploading the same on the website of the Commission. The objection(s) will be got verified from the concerned subject matter expert(s) and if found correct; a revised answer key of that screening test will be uploaded on the website of the Commission.
- (iv) The eligibility of candidate(s) called for the interview will be determined on the basis of original documents produced on the day of interview 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 screening test/examination/ interview shall be purely provisional.
- (v) The summoning of the candidate(s) for viva-voce test; conveys no assurance whatsoever that they will be selected or recommended. Appointment orders to the selected candidate(s) will be issued by the Government of H.P. (in the concerned Department).
- (v) If any visually impaired candidate requires scribes, he / she has to request for the same in writing to the Commission immediately after receipt of his / her roll number. Such applications will be entertained on merit and as per the rules.
- (vi) Re-checking/ re-evaluation, for the written examination/ Screening Tests will not be allowed in any case.

(vii). Disputes, if any, shall be subject to Court jurisdiction at Shimla.

OTHER CONDITIONS:-

1. All candidates, whether in Government Service or Government owned Industrial 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 other than casual/ adhoc / daily rated/ work charged employees or those serving under Public Enterprises are however, required to submit a declaration that they have informed in writing to their Head of Office/ Department that they have applied for the selection.
2. In service candidates may apply to the Commission along with requisite fee with information to their Head of Departments/Employer for issuing NOC. No in service candidate will be interviewed unless he/she brings NOC from the concerned employer.
3. Candidates should note that in case a communication is received from their employer by the Commission withholding permission to the candidates applying for/ appearing at the examination, their application will be liable to be rejected/ candidature will be liable to be cancelled.
4. It may be ensured by the candidates before submitting the applications that furnishing of false information and documents or suppression of any factual information in the application form would entail disqualification. If the fact that false information / document(s) has been furnished or that there has been suppression of any factual information in the application; comes to the notice at any time during the service of a person, his service would be liable to be terminated.
5. The applicant shall upload his/her latest photograph in the space provided in the application form. He/she is also required to paste a similar photograph on the Identity Card portion of his/her e-Admission Letter, which will be downloaded by the candidates from the website of the Commission for appearing in the Screening Test/ examination.
6. The candidates applying for the post(s) should ensure that they fulfill all the eligibility conditions for admission to the examination. Their admission at all stages of screening test/ examination for which they are admitted by the Commission viz., written examination and viva-voce test will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If on verification at any time before or after the written examination or interview test, it is found that they do not fulfill any of the eligibility conditions; their candidature for the examination will be cancelled by the Commission.
7. 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 as specified period:-
 - by the Commission from any examination or selection held by them.
 - by the Central Government from any employment under them, and
 - (o) if he/she is already in service under Government to disciplinary action under the appropriate Rules. Provided that no penalty under these Rules shall be imposed except after:-
 - giving the candidate an opportunity of making such representation, in writing as he/she may wish to make in that behalf; and
 - taking the representation, if any, submitted by the candidate within the period allowed to him/her into consideration.
8. The Centres of holding the examination are liable to be changed at the discretion of the Commission. While every effort will be made to allot the candidates to the centre of their choice for examination, the Commission may, at their discretion, allot a different centre to a candidate when circumstances so warrant.

**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 to be called for interviews.
- b) That after submitting the Online Recruitment Application (ORA), a printout of the finally submitted Application is to be submitted alongwith specified attested documents/ certificates to the Commission **on the day of Screening Test** for the concerned post(s).
- c) That copies of only following documents/certificates are provided in support of claims made/ information given in the Online Recruitment Application:-
 - i) Degree/Diploma certificates alongwith Marks Sheets of all years in support of Educational Qualifications. The provisional certificate(s) alongwith Marks Sheets of all years.
 - ii) Matriculation certificate for age proof.
 - iii) Experience certificate(s) wherever required.
 - iv) Order/ letter in respect of equivalent Educational Qualifications claimed, indicating the authority (with number & date) under 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.

DISQUALIFICATIONS FOR ADMISSION TO THE EXAMINATION:

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.

ABBREVIATIONS: H.P: Himachal Pradesh, PSC: Public Service Commission, UR: Unreserved, S.C.: Scheduled Caste of H.P., ST: Scheduled Tribe of HP, OBC: Other Backward Classes of H.P. as declared by the Govt. of H.P. from time to time, Ex-SM: Ex-serviceman of H.P, WFF: Wards of Freedom Fighters of H.P., OD: Orthopaedically Disabled, E.Q: Essential qualifications & DQ: Desirable qualifications.

Sd/-
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