

**HARYANA STAFF SELECTION COMMISSION,
BAYS NO. 67-70, SECTOR-2, PANCHKULA - 134151
Website www.hssc.gov.in**

Advt. No. 7/2015	Date of publication	: 10.07.2015
Closing date for submission of online applications		: 23.11.2015
Closing date for deposit of fee		: 26.11.2015

Online applications are invited for direct recruitment of under mentioned categories of posts using the website of **HARYANA STAFF SELECTION COMMISSION** i.e. www.hssc.gov.in. The online application can be filled up from **-23.10.2015 to 23.11.2015 till 5.00 p.m.**, thereafter website link will be disabled. The candidates are strictly advised to apply online well in advance without waiting for last date of submission of online application form. The printed copy of the online application form with necessary certificates must be brought at the time of verification/scrutiny-cum-interview. No offline application form or copy of downloaded application form will be accepted by the office. Qualifications/eligibility conditions, age and other documents will be determined with regard to last date fixed to apply online applications also called as closing date i.e. **23.11.2015** given in the advertisement. The details of the posts are as under: -

DETAILS OF POSTS AND QUALIFICATIONS

IRRIGATION & WATER RESOURCES DEPARTMENT, HARYANA

Cat. No. 1. **50 posts of Sub Divisional Clerk (Re-advertised)**
(Gen=14, SC=8, BCA=5, BCB=4, SBC=5, EBPG=5, ESM-
Gen=3, ESM-SC=1, ESM-BCA=2, ESM-BCB=1, OSP-SC=1, OSP-
BCA=1) Total = 50 **PHC(VH=1)**

E.Q. i) B.A. or its equivalent
 ii) Hindi /Sanskrit upto Matric Standard or higher education.

Age: 17-42
Pay Scale: ` 5200-20200+` 2400 GP

Cat. No.2. **165 posts of Tracer (Re-advertised)**

(Gen=42, SC=26, BCA=21, BCB=12, SBC=16, EBPG=19, ESM-Gen=12, ESM-SC=4, ESM-BCA=4, ESM-BCB=5, OSP Gen=1,OSP-SC=1, OSP-BCA=1,OSP BCB=1) Total = 165,
PHC(VH=2,HH=2,OH=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; and
 ii)Hindi /Sanskrit upto Matric Standard or higher education.

Age: 17-42
 Pay Scale: ` 5200-20200+ `2000 GP

Cat. No.3

22 posts of Assistant Revenue Clerk (Re-advertised)

(Gen=5, SC=5, BCA=3, BCB=2, SBC=3, EBPG=2, ESM-Gen=1,OSP-BCA=1,)Total=22, **PHC (HH=1)**

E.Q. i) Matriculation from any recognized university or Board or its equivalent. Preference will be given to the persons possessing higher qualifications.
 ii) Hindi /Sanskrit upto Matric Standard or higher education.
 iii) Selected candidate shall be required to undergo the training and to pass the examination specified below. He shall serve for six months as unpaid apprentice for training on perennial canal under a nominated Zildar during which time he will learn the work of an Assistant Revenue Clerk and shall pass the Patwar Examination as for Canal Patwris. After passing the patwar examination he will work as a canal patwari in-charge of circle or Halqa for training for a period of Six months and thereafter he shall be appointed as an Assistant Revenue Clerk.

Age: 17-42
 Pay Scale: ` 5200-20200+ `2400 GP

Cat. No.4

23 posts of Candidate Zildar (Re-advertised)

(Gen=6, SC=4, BCA=4, BCB=1, SBC=3, EBPG=2, ESM-Gen=1, ESM-SC=1, ESM-BCB=1, Total = 23,

- E.Q. i) A degree examination or some other equivalent examination of a recognized university.
 ii) The selected candidates will be required to undergo the training specified in Appendix 'B' and on passing the examination and tests prescribed therein will be appointed as Ziledars on probation as and when posts become available.
 iii Hindi /Sanskrit upto Matric Standard or higher education.

Age: 20-42

Pay Scale: ` 9300-34800+ `4000 GP

Cat. No.5. 165 posts of Draftsman (Re-advertised)

(Gen=42, SC=26, BCA=21, BCB=12, SBC=16, EBPG=19, ESM-Gen=12, ESM-SC=4, ESM-BCA=4, ESM-BCB=5, OSP Gen=1,OSP-SC=1, OSP-BCA=1,OSP BCB=1) Total = 165, **PHC(VH=2,HH=2,OH=1)**

- E.Q. i) Matriculation or school leaving certificate examination of a recognized university or Board or its equivalent.
 ii) Two years certificate in Draftsmanship from a recognized institution; or three years Diploma course in engineering from a recognized institution; and
 iii Hindi /Sanskrit upto Matric Standard or higher education.

Age: 17-42

Pay Scale: ` 9300-34800+ `3600 GP

Development and Panchayat Department, Haryana

Cat. No. 6 61 posts of Social Education and Panchayat Officer.

(Gen=15, SC=10, BCA=9, BCB=5, SBC=6, EBPG=6, ESM-Gen=4, ESM-SC=1, ESM-BCA=1, ESM-BCB=2 OSP-SC=1, OSP-BCA=1) Total=61, **(OH=2).**

- E.Q. i) Graduation from any Recognized University in any stream;
 ii) Hindi/Sanskrit up-to Matric standard or higher education.

Age: 17-42

Pay Scale: ` 9300-34800+ `3600 GP

LOCAL AUDIT DEPARTMENT, HARYANA

Cat. No. 7 30 posts of Auditor (Re-advertised)
(Gen=2, SC=5, BCA=3, BCB=2, SBC=3, EBPG=3, ESM-
Gen=4, ESM-BCA=2, ESM-BCB=4, OSP SC=1,OSP BCA=1) Total=30
(PHC HH=1)

E.Q. i) Graduate, preferably in Commerce of a recognized
 University; and
 ii) Hindi /Sanskrit upto Matric Standard or higher education.

Age: 18-42
Pay Scale: ` 9300-34800+` 3600 GP

FOOD & SUPPLIES DEPARTMENT, HARYANA

Cat. No. 8 40 posts of Auditor (Re-advertised) (HQ & Field Offices)
(Gen=12, SC=5, BCA=5, BCB=2, SBC=4, EBPG=4, ESM-
Gen=2, ESM-SC=1, ESM-BCA=2, ESM-BCB=2, OSP-SC=1) Total=40
(PHC OH=1)

E.Q. i) Degree from a recognized University or its equivalent;
 ii) Hindi /Sanskrit upto Matric Standard or higher education.

Age: 17-42
Pay Scale: ` 9300-34800+` 3600 GP

Cat. No. 9 48 posts of Inspector (Re-advertised)
(Gen=13, SC=8, BCA=6, BCB=4, SBC=5, EBPG=5, ESM-
Gen=3,ESM SC=1, ESM-BCA=1, ESM-BCB=1,OSP Gen=1) Total=48
(PHC OH=1)

E.Q. i) Degree of a recognized University.
 ii) Hindi /Sanskrit upto Matric Standard or higher education.

Age: 17-42
Pay Scale: ` 9300-34800+` 3600 GP

Cat. No. 10 80 posts of Sub Inspector (Re-advertised)
(Gen=21, SC=11, BCA=10, BCB=6, SBC=7, EBPG=7,
ESM-Gen=7,ESM SC=4, ESM-BCA=2, ESM-BCB=3,OSP SC=1, OSP
BCA=1) Total=80 (PHC HH=1, VH=2)

E.Q. i) Matric 2nd Division or its equivalent .
 ii) Hindi /Sanskrit upto Matric Standard or higher education.

Age: 17-42

Pay Scale: ` 5200-20200+` 1900 GP

Cat. No.11

7 posts of Manual Assistant (Re-advertised)

(Gen=2, SC=2, BCB=1, EBPB=1,OSP BCA=1) Total=7

(PHC OH=1)

E.Q.

i) Matric or its equivalent.

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

iii) Preferably having working experience of weights and measures.

Age: 17-42

Pay Scale: ` 5200-20200+` 1800 GP

Cat. No. 12 **10 posts of Inspector Legal Metrology (Re-advertised)**
(Gen=3, BCA=1, BCB=1, SBC=1, EBPG=1,ESM SC=1, ESM BCB=1, OSP SC=1)

E.Q. i) Graduate of a recognized University (with Physics as one of the subjects), technology or engineering, or holds a recognized diploma in Engineering, and
ii) The persons appointed to the post of inspector shall have to successfully complete the basic training course at the Indian Institute of Legal Metrology established by the Central Government under section 76 of the standards of Weight and Measures Act, 1976 (Act 60 of 1976), before he is considered for confirmation to the post.
iii) Hindi/Sanskrit up-to Matric standard or higher education.

Age: 17-42
Pay Scale: ` 9300-34800+` 3600 GP

Land Records Department, Haryana

Cat. No. 13 **579 posts of Patwari Candidates**
(Gen=159, SC=89, BCA=73, BCB=49, SBC=59, EBPG=52, ESM-Gen=38, ESM SC=12, ESM BCA=12,ESM-BCB=18, OSP-Gen=5, OSP SC=6, OSP BCA=3, OSP BCB=4) Total = 579 **(PHC OH=15)**

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: 17-42
Pay Scale: ` 5200-20200+` 2400 GP

Animal Husbandry & Dairying Department, Haryana

Cat. No.14 **797 posts of Veterinary Livestock Development Assistant (Re-Advertised)**

GEN=198, SC=133, BCA=106, BCB=58, SBC=78, EBPG=79, ESM
 GEN=61(5 backlog), ESM SC=20(4 backlog), ESM BCA=17 (1
 backlog), ESM BCB=24, OSP GEN=7, OSP SC=8, OSP BCA=4,OSP
 BCB=4,Total=797, **PHC VH=23 (15 backlog),OH=22 (15
 backlog), HH=23(15 backlog)**

E.Q. i) Matric or its equivalent from any recognized University /Board/
 Institution.

ii) Two years Veterinary Livestock Development Assistant Diploma
 Course from Chaudhary Charan Singh, Haryana Agricultural
 University, Hisar or any other Institution recognized / approved by
 the Haryana Government.

Note: Recognized Universities by Govt. of Haryana as per
 notification dated 28.02.2011 (see at Website [www.Pashudhan
 haryana gov. in](http://www.Pashudhan.haryana.gov.in))

iii) Hindi/ Sanskrit upto Matric Standard or Higher Education.

Age: 17-42

Pay Scale: ` 9300-34800+` 3600 GP

Cat. No.15 26 posts of Progress Assistant (Re-Advertised)

(GEN=9, SC=3, BCA=3, BCB=2, SBC=2, EBPG=3, ESM-Gen=2, ESM
 SC=1, ESM-BCA=1)

E.Q. i) Matric or its equivalent from any recognized University/Board/
 Institution;

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

Age: 17-42

Pay Scale: ` 5200-20200+` 1900 GP

Agriculture Marketing Board,Panchkula,Haryana

Cat. No.16 66 posts of Assistant Secretary (Re-Advertised)

(GEN=18, SC=10, BCA=7, BCB=5, SBC=6, EBPG=7, ESM-
 Gen=5, ESM SC=2, ESM-BCA=2, ESM BCB=2, OSP SC=1, OSP
 BCA=1) **(PHC VH=1,HH=1)**

E.Q. i) Graduation in any stream with 55% marks from a recognized
 University;

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

iii) Working knowledge of computer; and

iv) Preference will be given to diploma/ Degree in Agriculture/ Marketing or Agribusiness from a recognized University Institution/ Board.

Age: 17-42
Pay Scale: ` 9300-34800+` 4000 GP

Cat. No.17 126 posts of Mandi supervisor-cum-Fee Collector (Re-Advertised)

(GEN=34, SC=20, BCA=16, BCB=10, SBC=12, EBPG=13, ESM-Gen=9, ESM SC=3, ESM-BCA=3, ESM BCB=3, OSP Gen=1, OSP SC=1, OSP BCA=1) **(PHC HH=1)**

E.Q. i) Graduation with 55% marks from a recognized University with six months certificate in computer from a recognized Institution; and
ii) Hindi /Sanskrit upto Matric Standard or higher education.

Age: 17-42
Pay Scale: ` 9300-34800+` 3600 GP

Cat. No.18 47 posts of Accountant (M.C.) (Re-Advertised)

(GEN=14, SC=7, BCA=4, BCB=4, SBC=4,EBPG=5, ESM-Gen=3, ESM SC=1, ESM BCA=2, ESM BCB=1, OSP SC=1, OSP BCA=1) **(PHC VH=1)**

E.Q. i) Bachelor of Commerce with 55% marks from a recognized University;
ii) Six months certificate course in computer from a recognized institution; and
iii) Hindi/Sanskrit up-to Matric standard or higher education.

Age: 17-42
Pay Scale: ` 9300-34800+` 3600 GP

Cat. No.19**269 posts of Auction Recorder (Re-Advertised)**

(GEN=71, SC=44, BCA=33, BCB=20, SBC=27, EBPG=27, ESM-Gen=19, ESM SC=6, ESM BCA=6, ESM BCB=8, OSP Gen=2, OSP SC=3, OSP BCA=3) **(PHC VH=2, HH=1, OH=1)**

E.Q.

- i) Graduation with 50% marks from a recognized University or its equivalent with six months certificate in computer from a recognized Institution;
ii) Hindi /Sanskrit upto Matric Standard or higher education.

Age:

17-42

Pay Scale:

` 5200-20200+` 1900 GP

AGRICULTURE DEPARTMENT, HARYANA**Cat. No.20****51 posts of Statistical Assistant (Re-Advertised)**

(GEN=26, SC=05, BCA=4, BCB=2, ESM-Gen=6, ESM SC=2, ESM BCA=2, ESM BCB=2, OSP SC=1, OSP BCA=1) Total=51 **(PHC OH=1, VH=1)**

E.Q.

- i) Master's Degree in Statistics

Or

Master's Degree in Mathematics

OR

Economics with Statistics as one of the papers, from a recognized University.

- ii) Hindi /Sanskrit upto Matric Standard or higher education.

Age:

17-42

Pay Scale:

` 9300-34800+` 3600 GP

Economic & Statistical Analysis Department, Haryana.**Cat. No.21****8 posts of Assistant Research Officer/Assistant District Statistical Officer/Assistant Planning Officer (Re-Advertised)**

(GEN=3, SC=2, BCA=2, EBPG=1) Total=8 **(PHC OH=1)**

E.Q.

- i) Master's Degree in Economics or Agricultural Economics or Mathematics or Commerce from a recognized University with at least 55% Marks and Statistics as one of the Papers at the Master's level.

Or

Master's Degree in Statistics Operation Research from a recognized University with at least 55% Marks.

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

Note: - Preference will be given to candidates having basic knowledge of Computer Operation (MS Word, MS Excel, Power Point etc.)

Age: 17-42

Pay Scale: ` 9300-34800+` 4200 GP

Transport Department, Haryana.**Cat. No.22 38 posts of Station Supervisor (Re-Advertised)**

(GEN=11, SC=5, BCA=4, BCB=3, SBC=3, EBPG=4, ESM-GEN=3,
ESM-SC=1, ESM-BCA=1, ESM-BCB=1, OSP-SC=1, OSP-BCA=1)
Total=38 (PHC OH=1)

E.Q.

i) Graduate.

ii) Minimum five year experience in Motor Road Transport
Government or Semi-Government Department or Public
Undertaking.

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

Age: 18-42

Pay Scale: ` 9300-34800+` 3600 GP

Fee Details :

Sr. No.	Category of post	General		SC/BC/SBC/EBPG candidates of Haryana State only	
		Male/Female	Female of Haryana resident only	Male	Female
1.	Cat. No. 4 to 9, 12, 14, 16 to 18, 20 to 22	`150/-	`75/-	`35/-	`18/-
2.	Cat. No. 1 to 3, 10, 11, 13, 15 & 19	`100/-	`50/-	`25/-	`13/-
3.	Physically Handicapped/Ex-Serviceman of Haryana	No Charges			

The fee should be deposited through Net banking or e-Challan in any branch of State Bank of India, State Bank of Patiala, Punjab National Bank and IDBI Bank etc. available on payment site. Candidates are advised to choose their mode of payment i.e. Net banking or e-Challan while applying online.

Note 1. The posts indicated below were advertised earlier by the Haryana Staff Selection Commission, Panchkula : -

Sr. No.	Name of the Post	New Cat No.	Old Advt. No.	Old Cat. No.
1	Sub Divisional Clerk	01	2/2011	16
2	Tracer	02	2/2011 2/2013	14 36
3	Assistant Revenue Clerk	03	1/2011	08
4	Candidate Zileadar	04	2/2013	33
5	Draftsman	05	1/2011 2/2014	06 37
6	Auditor (Local Audit Deptt.)	07	2/2013	43
7	Auditor (Food & Supplies Deptt.)	08	2/2012 2/2014	01 28
8	Inspector	09	2/2014	27
9	Sub Inspector	10	2/2013	12
10	Manual Assistant	11	2/2014	29
11	Inspector Legal Metrology	12	2/2014	26
12	Veterinary Livestock Development Assistant (VLDA)	14	1/2013	94 (Corrigendum Dated 14.11.2013 & 5.6.2014)
13	Progress Assistant	15	2/2013	05
14	Assistant Secretary	16	2/2013	74
15	Mandi Supervisor-cum-fee Collector	17	1/2012 2/2013	01 72
16	Accountant (M.C)	18	2/2013	73
17	Auction Recorder	19	1/2012 2/2013	71 02
18	Statistical Assistant	20	2/2013	02
19	Assistant Research Officer/Assistant District Statistical Officer/Assistant Planning Officer	21	2/2014	24
20	Station Supervisor	22	2/2011	40

Against these posts no recruitment process could be initiated and the same were cancelled by the Haryana Staff Selection Commission, Panchkula vide Public Notice dated 1.5.2015. The candidates who had earlier applied against the above categories & whose details are available on web site of Haryana Staff Selection Commission i.e. www.hssc.gov.in will also be eligible against the re-advertised posts and such candidates will be exempted from the payment of application fee. However, such

candidates will have to apply afresh alongwith proof of depositing the application fee. They are required to upload the fee Challan/credit certificate issued by Treasury/e-Challan as the case may be, alongwith the fresh application form and will produce the original Challan/credit certificate issued by Treasury /e-Challan at the time of interview/test/verification.

Note 2. Where posts are reserved for PHC categories 3% of vacancies shall be reserved horizontally for persons with disabilities suffering from (i) Blindness or low vision (ii) hearing impairment and (iii) Locomotor disability or cerebral palsy and these Posts are included in total No. of Posts.

Note 3. If the quota reserved for Ex-servicemen or Backward Classes remains unfilled due to non-availability of suitable Ex-servicemen or their dependents or non-availability of suitable candidates from Backward Classes there will be 2% reservation for freedom fighter/their children/grand children to that extent.

Note 4. Reservation in Scheduled Caste (SC), Backward Class (A) & Backward Class (B), SBC, EBPGC, Ex-serviceman (ESM), Outstanding Sports Persons (OSP) and Physical Handicapped are only for domicile of Haryana State.

Note 5. **Physically Handicapped Candidates means Physically Challenged/Persons with Disabilities.**

Note 6. Candidates having Degrees/Diploma/Certificates from institution/University which are not recognized by Haryana Government will not be eligible.

Note 7. Detailed instructions for filling the online application form are available on the website of HARYANA STAFF SELECTION COMMISSION i.e www.hssc.gov.in

Note 8. In case of any guidance/information/clarification regarding the online filling of the application form and Advertisement the candidate can call at **helpline No.0172-2566597** on all working days from 9:00 a.m. to 5:00 p.m.

Procedure/ Instructions for Online Filling Application Form:

Special Instruction:

The prescribed essential qualification does not entitle a candidate to be called for interview. The commission will short list the candidates for interview by holding a written examination. 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.

General Instructions:

1. Please read the instructions and procedures carefully before you start filling the Online Application Form.
2. The candidate should fill all details while filling the Online Application Form.
3. After applying online, Registration No. and Password will be generated.
4. Take print out of the registration no. and password screen for future reference of your application status and for Reprinting of your online filled application form and e-Challan form.
5. After successful submission of application candidates can take print out of application form and e-Challan.
6. The hard copy of application form along with all required documents must be brought at the time of verification/scrutiny-cum-interview.

Relaxation in Age:

- i) In the case of Scheduled Caste (SC), Backward Class (A) & Backward Class (B), EBPB and SBC candidates, the upper age limit is relaxable as per Haryana Govt. instructions.
- ii) In the case of PHC General Candidates, the upper age limit is relaxable by 10 years (15 years for SCs/BCs) as per Haryana Government instructions No. 22/10/2013-1GS-III, dated 15.07.2014.
- iii) For Ex-servicemen Candidates, relaxation up to continuous Military service added by three years is permissible.
- iv) The upper age limit in respect of widow, legally separated woman, divorcee, deserted woman and unmarried woman will be upto 47 years as per Government instructions.

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

Reservation for persons with disabilities will be as per Haryana Govt. instructions contained in letter No. 22/10/2013-1GS-III, dated 15.07.2014.

- i) Only such Persons would be eligible for reservation in Services/Posts who suffer from not less the 40% of relevant disability

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 dependents 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

ESM/DESM candidates of Haryana claiming benefit must have valid eligibility certificate on last date of submission of online application form and will have to produce the valid 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 attested photo copy of Identity Card issued by concerned Zila Sainik Board & Discharge Book at the time of interview.

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 21-11-1980 :-

- 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 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.
- iv) 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/BCA/BCB/PHC/SBC/EBPG and ESM and outstanding sportsperson candidates who are domicile of Haryana State. The SC/BCA/BCB/PHC/SBC/EBPG candidates are required to submit SC/BCA/BCB/PHC/SBC/EBPG Certificate duly issued by the competent authority at the time of interview. Likewise the Outstanding Sports Person shall be required to produce the Sports Gradation Certificate as per Government instructions duly issued by the competent authority. DESM shall be required to produce the Valid Eligibility Certificate duly issued by the respective Zila Sainik Board at the time of interview.
- ii)** Qualification and other term and conditions of eligibility will be determined with regard to the last date fixed for receipt of online applications.
- iii)** 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.

A candidate whether he belongs to General or reserved category viz. SC, BCA, BCB, SBC, EBPG, ESM/DESM, DFF, PHC or OSP can submit only one online application form for a particular category of post advertised. The special instructions for online applications as given on website www.hssc.gov.in must be carefully read to help in understanding and filling in the application form. **No offline form will be accepted.** All the relevant columns of the application form should be filled in.

Printed Copy:

Printed copy of the application form with original certificates and photocopy of self attested certificates must be brought by the candidate at the time of interview/verification alongwith Photo, Identity Proof i.e. Identity Card/Driving License/Passport/Voter Card/Pan Card/Aadhar Card etc.

Action against candidates found guilty of misconduct :-

Candidates are warned that they should not furnish any particulars that are false, tampered/fabricated or should not suppress any material information while filling up the application form.

At the time of written examination/interview, if a candidate is (or has been) found guilty of : (i) using unfair means during the examination or (ii) impersonating or procuring impersonation by any person or (iii) misbehaving in the examination hall or taking away the question booklet or any part thereof/answer sheet from the examination hall or (iv) resorting to any irregular or improper means in connection with his/her candidature for selection or (v) obtaining support for his/her

candidature by any unfair means, such a candidate may, in addition to rendering himself/herself liable to criminal prosecution, be liable :-

- (a) to be disqualified from the examination/interview for which he/she is a candidate.
- (b) to be debarred either permanently or for a specified period, from any examination or recruitment conducted by HSSC
- (c) for termination of service, if he/she already in Govt. Service.

Note:- HSSC reserves the rights to supervise the complete recruitment process from online application to selection by way of using Biometric process and CCTV Cameras/ Videography etc.

Fake Institutions:-

Candidates, who have obtained degrees or diplomas or certificates for various courses from any institution declared fake by the University Grants Commission or not recognized by Haryana Government shall not be eligible for being considered for recruitment to the posts advertised.

Serving Government Employees:-

Serving Government Employees have to produce no objection certificate from their Head of department at the time of verification/scrutiny-cum-interview.

DOCUMENTS TO BE UPLOADED WITH APPLICATION FORM

- i) Scanned Copy of Essential Qualifications i.e. Matric showing Date of Birth and mark sheet of Diploma/Degree etc.
- ii) Scanned Copy of valid Eligibility Certificate in case of DESM candidates duly issued by the respective Zila Sainik Board.
- iii) Scanned Copy of Sport Gradation Certificate in case of Outstanding Sports Persons, duly issued by the Competent Authority.
- iv) Scanned Copy of BCA/BCB/SC/PHC/SBC/EBPG Certificate issued by competent authority.
- v) Scanned Copy of Haryana Domicile Certificate in case of BCA/BCB/SC/PHC/SBC/EBPG/ESM/DESM/DFE and women issued by competent authority.
- vi) Scanned Copy of Aadhar Card (Desirable).
- vii) Copy of Challan/credit certificate issued by Treasury/e-Challan as the case may be, in case of candidates who have applied earlier.
- viii) Scanned Photographs duly signed by the Candidate.
- ix) Scanned signatures of the Candidate.
- x) Scanned copy of Experience Certificate (if applicable)

DOCUMENTS TO BE BROUGHT AT THE TIME OF INTERVIEW /viva

- i) All original certificates/documents/testimonials of educational qualifications and other documents mentioned in the online applications and one set of self attested copies of all these certificates.

- ii) Printed Copy of online application form alongwith latest stamp size photograph duly attested by a gazetted officer and pasted on the application form.
- iii) Original proof of earlier fee deposited i.e. Treasury Challan / Credit Certificate issued by concerned treasury etc.

LIKELY CAUSES OF REJECTION OF APPLICATION: -

The following are likely causes of rejection:-

- More than one application form for a particular category.
- Application is incomplete and not online.
- Full fee, if not deposited in the manner prescribed.
- No qualification of Hindi/Sanskrit as prescribed in advertisement.
- Applicant does not possess the requisite academic qualification on cutoff date.
- Applicant does not indicate visible identification mark in appropriate column of application form.
- Candidate is underage/overage on the cutoff date/closing date.
- Variation in data of online application form and in original documents when brought for verification/scrutiny-cum-interview.
- Lack of essential qualification as prescribed in advertisement.

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

**Place : Panchkula
Dated: 8th July, 2015**

**Secretary,
Haryana Staff Selection Commission,
Panchkula.**

