Pt. B.D. SHARMA UNIVERSITY OF HEALTH SCIENCES, ROHTAK

IMPORTANT NOTICE (Advt. No. 02/2019)

It is for the information of all concerned that the allotment of Govt. Medical Colleges through **counselling** will be done on **02.09.2019** in respect of candidates who have applied for the posts of Steno Typist and Store Keeper against Advt. No. 02/2019 and whose documents verification has been done on 30.08.2019. **Any authorized person/relative on behalf of the candidate will not be allowed to attend the counselling.** The counselling will be conducted as per the procedure given hereunder.

PROCEDURE FOR COUNSELLING:

1. **The candidates are directed to report for counselling on 2.9.2019 at 9:00 AM in the Administrative Block of the University.**

2. After the document verification and awarding of marks, based on total 100 marks, category-wise merit list of eligible candidates for the both types of posts viz; Store-Keeper and Steno-Typist will be prepared.

3. General Terms and Conditions of the Advertisement No.2/2019 shall be applicable for filling up the posts.

4. **The posts will be offered to the candidates in various Govt. Medical Colleges through counseling strictly in order of merit.**

5. The videography of the entire counselling process will be done. Biometric Attendance of the candidates will be taken. Vacancy position will be displayed on the projection screen continuously. Signature of each candidate with date and exact time will be obtained on the post allotment sheet.

6. **If a candidate is not physically present, then his/her name will be announced three times, thereafter the post will be allocated to the next available candidate in order of merit. If a candidate comes to the venue of counselling after allotment of post in that category is completed then his/her candidature will not be considered.**

7. For both types of posts viz; Store-Keeper & Steno-Typist, category-wise common waiting list for all the Govt. Medical Colleges will be prepared as per Haryana Govt. norms.

Deputy Registrar (R&E)
for Registrar 31/8/19