

Pt. B.D. Sharma University of Health Science, Rohtak

Advt. No. UHSR/Rectt./08/2019

NOTICE

Applications on prescribed form, are invited from the eligible candidates, as per qualifications and experience mentioned against each post, for Group C i.e. Assistant Librarian and Receptionist, on regular basis in PT. B.D. Sharma University of Health Sciences, Rohtak. For detailed information/instructions please visit University Website www.uhsr.ac.in.

Closing date for submission of Offline Applications: 14.10.2019 by 5:00 PM

The date/schedule of Written Screening Test/interview, wherever applicable, will be displayed on University website. No separate correspondence will be made in this regard.

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REGISTRAR

13/9/19

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

Advt. No: UHSR/Rectt./08/2019

Date of Publication: 13.09.2019

Closing Date: 14.10.2019

ADVERTISEMENT

Applications on prescribed form, are invited from the eligible candidates, as per qualifications and experience mentioned against each post, for the following Non-Teaching posts of Group C on regular basis in PT. B.D. Sharma University of Health Sciences, Rohtak. The Prescribed application form can be downloaded from the University website www.uhsr.ac.in. which must be accompanied by a crossed Demand Draft/University receipt worth Rs. 600/- for General Category and Rs.150/- for Reserved Categories (for Haryana Domicile only) in favour of the Controller of Finance, Pt. B.D. Sharma University of Health Sciences, Rohtak. 50% concession in the above fee is granted to the women candidates as per Govt. instructions. The application alongwith all the relevant documents, duly completed in all respects, must reach in the O/O the Deputy Registrar, Recruitment & Establishment Branch, PT. B.D. Sharma University of Health Sciences, Rohtak by **14.10.2019** upto 5:00 PM.

Sr. No.	Name of Post	No. of Post	Pay Band & GP	Qualification & Experience
1	Receptionist Age: 18 - 42 Years	19 (GC-07 EWS-02 SC-02 BCA-01 BCB-02 ESM GC-01 ESM BCA-01 ESM BCB-01 ESM SC-01 ESP SC- 01)	9300-34800 + 4200 GP (Pre-revised)	(i) Graduate of a recognized University; (ii) Should have good command over Hindi or English; (iii) Knowledge of Hindi/Sanskrit upto Matric Preferential: Preference will be given to candidates having specialised training or diploma or significant experience of working as a Receptionist in a office or in any big institution or hospital or private concern and should also know shorthand and typing.
2	Assistant Librarian Age: 18 - 42 Years	03 (EWS-01 SC-01 BCA-01)	5200-20200 + 1900 GP (Pre-revised)	(i) Graduate from recognized University; (ii) Bachelor Degree in Library Science (B.Lib) from a recognized Institution/University (iii) 3 years experience in a Library of Government Institution/University/ Govt. Added Institution; (iv) Knowledge of Hindi/Sanskrit upto Matric; (v) Knowledge of Computer.

Abbreviations: GC: General Category; EWS: Economically Weaker Section; ESM: Ex-Servicemen; SC: Scheduled Caste; BCA: Backward Class-A; BCB: Backward Class-B; ESP: Eligible Sport Person

GENERAL TERMS AND CONDITIONS

1. The above mentioned posts will be filled up in accordance with the criteria notified by the Govt. Vide Notification No. GSR.25/Const./ Art.309/2019 dated 11.06.2019.
2. Date of interview/written test/schedule shall be displayed on the website www.uhsr.ac.in.
No separate letters will be sent by post, hence the applicants are advised to visit the university website regularly.
3. Original documents along with one set of self attested photocopies to be produced at the time of Interview/Document Verification:-
 - (i) Copy of Matric certificate showing Date of Birth.
 - (ii) Copy of essential qualifications certificates.
 - (iii) Copy of Haryana Domicile Certificate in case of reserved category issued by Competent Authority.
 - (iv) Experience Certificate issued by the concerned Appointing Authority.
 - (v) Copy of Sports certificate issued by the Director, Sports of the State stating Grade and period of participation.
 - (vi) Copy of Blood Donation/NCC/NSS Certificate.
 - (vii) Any other document/certificate, if required.
4. **Benefit of age relaxation:**
 - Age relaxation upto 05 years for SC/BCA/BCB candidates (who are domicile of Haryana State) will be given as per Haryana Govt. policy/ instructions issued from time to time.
 - In the case of PwD 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. For Ex-servicemen Candidates, relaxation up to continuous Military service added by three years is permissible.
 - 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.
 - Relaxation in maximum age to the persons who have already worked or are presently working on adhoc/contract/work-charged/daily wages/under outsourcing policy in any Department/ Board/ Corporation of Haryana Government to make them eligible to compete for regular recruitment. This relaxation in maximum age will be admissible equal to the period he has worked on adhoc/contract/work-charged/daily wages/under outsourcing policy excluding the period of break, if any, for appointment to a post on regular basis. It is clarified here that once a person is selected for regular appointment availing benefit of relaxation in age, he/she will not be entitled to avail such benefit again for subsequent appointment to any post (Vide Instructions No. 6/36/2019-1GS-I, dated 3rd July 2019, Haryana Government).
5. The applicants who are already in Govt./Semi Govt./Corporation or Autonomous Body/Private Institute Service should send application through their respective Head of Institute or 'No Objection Certificate' may be submitted at the time of interview failing which the applicant will not be allowed/ considered for interview, NOC may not be older than three months.



6. After the declaration of result of written test a cut off marks list of candidates in the ratio of 1:3 (where the vacancies are two or more) and in the ratio of 1:5 (where the vacancy is only one) will be displayed – category wise - in order of merit on the basis of marks obtained by the candidates out of 90 and the candidates will be invited for verification of their original documents. Final merit list will be prepared after verification of original documents and award of maximum 10 marks as per the socio-economic and experience criteria.
7. Applicant must also bring all the original documents listed on serial number 2 of the general terms & conditions and one set of self-attested photocopies of the said documents. All these should be submitted at the time of document verification.
8. Mere submission of the application form does not mean that the applicant is eligible for the post applied for. The eligibility shall be decided before the interview as per the qualifications, experience and other terms and conditions given in the advertisement.
9. Number of posts is liable to increase or decrease, including complete withdrawal without assigning any reason.
10. The Reserved category candidates are required to submit category certificate duly issued by the competent authority at the time of interview. In addition to the above any other certificate of extracurricular activities (sports) i.e. Prize or position in an international/national/inter-university/athletic meet and college colour, if any, must also be supplied.
11. In case any applicant belonging to Scheduled Castes or Backward Classes or any other reserved category applies against General Category post, he/ she must fulfil the conditions of eligibility, age, application fee, etc. as are meant for General Category candidates.
12. In case any discrepancy is detected in the document submitted by the applicant or in the process of selection, at any stage even after the issue of appointment order, the University reserves the right to modify/withdraw/cancel any communication made to the applicants.
13. The decision of the appointing authority in all matters relating to acceptance or rejection of application, eligibility/ suitability of the applicants, mode and criteria for selection etc. shall be final and binding on the applicants.
14. All disputes pertaining to the recruitment of various posts shall fall within the jurisdiction of Rohtak only.
15. The prescribed qualification, experience and age limit etc. shall be reckoned as on the closing date of submission of applications.
16. The degrees of undergraduate/ postgraduate etc. not recognised by the UGC/AICTE as applicable shall render the applicant ineligible for the said post.
17. Submission of incomplete application and/OR received after the closing date shall be rejected summarily and the fee of the candidates shall be forfeited. This university will not be held responsible for any postal delays & loss of application.
18. Any change in the category mentioned in the application form after the closing date/time of application form will not be allowed.


13/9/19
REGISTRAR

[Authorised English Translation]

HARYANA GOVERNMENT
GENERAL ADMINISTRATION DEPARTMENT
(GENERAL SERVICES)

Notification

The 11th June, 2019

No. G.S.R. 25/Const./Art.309/2019.— In exercise of the powers conferred by the provide to article 309 of the Constitution of India, the Governor of Haryana hereby makes the following amendment in the Haryana Government, General Administration Department (General Services), Notification No. 523-3GS-70/2068, dated the 28th January, 1970, namely:-

AMENDMENT

In the Haryana Government, General Administration Department, General Services, Notification No.523-3GS-70/2068, dated the 28th January, 1970, in para 6, for clause (d), the following clause shall be substituted, namely:-

- (d) (i) The selection and recommendation of the names of the candidates belonging to Group B posts viz. Teacher, Educational supervisor, Teacher Educator in School Education Department and Group C posts in all departments shall be done on the basis of written exam, socio-economic criteria and experience.
- (ii) The Commission shall be at liberty to set the number of questions, marks per question and duration of written examination. The scheme of marks in respect of selection to the post shall comprise of total 100 marks, as detailed below, namely:-

Serial number	Subject	Marks
1	Written exam	90
2	Socio-economic criteria and experience	10

- (iii) The 90 marks for written exam shall be divided into two parts comprising ,-
- (a) 75% weightage for General Awareness, Reasoning, Maths, Science, Computer, English, Hindi and concerned or relevant subject, as applicable;
- (b) 25% weightage for History, Current Affairs, Literature, Geography, Civics, Environment, Culture etc. of Haryana.
- (iv) The 10 marks for socio-economic criteria and experience shall be allocated as follows,-
- (a) if neither the applicant nor any person from among the applicant's family viz father, mother, spouse, brothers and sons is, was or has been a regular employee in any Department/ Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority of Government of Haryana or any other State Government or the Government of India;

(5 marks)

- (b) if the applicant is,-
- (i) a Widow ; or
- (ii) the first or the second child and his father had died before attaining the age of forty two years; or
- (iii) the first or the second child and his father had died before the applicant had attained the age of fifteen years;

(5 marks)

- (c) if the applicant belongs to such a denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of the State of Haryana which is neither a Scheduled Caste nor a Backward Class;

(5 marks)

- (d) **Experience:** One-half (=0.5) mark for each year or part thereof exceeding six months of experience, out of a maximum of sixteen years, on the same or a higher post in any Department/ Board/ Corporation/ Company/ Statutory Body/ Commission/Authority of Government of Haryana. No marks shall be awarded for any period less than six months.

(maximum 8 marks)

Note: No applicant shall be given more than a total of 10 marks for socio-economic criteria and experience under any circumstances.”.

D. S. DHESI,
Chief Secretary to Government, Haryana.

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