

**GOVERNMENT OF HIMACHAL PRADESH
DEPARTMENT OF PERSONNEL
SECRETARIAT ADMINISTRATION SERVICES-I**

Telephone No. 0177-2621157

Fax No. 0177-2621154

ADVERTISEMENT

Applications are hereby invited from the persons with disability, who are bonafide residents of Himachal Pradesh, to fill up the following posts on **CONTRACT BASIS**:-

Name of the Post	Class	No. of Posts	Pay Scale and monthly emoluments	Remarks
Clerk	III (Non-Gazetted)	06 (Six) (UR=02 SC=02 OBC=02)	Rs. 7810/- as contractual amount.	02 each for Orthopaedically Handicapped, Visually Handicapped and Hearing Impaired categories. Physical requirement of the applicant for the post is as under:- S=Sitting, ST=Standing, W=Walking, SE=Seeing, MF=Manipulation of Fingers, RW=Reading and Writing, C=Communication

1. Minimum Qualification(s):-

Educational Qualification(s)	<ol style="list-style-type: none"> 1. Should have passed 10+2 examination or its equivalent from a recognized Board of School Education/University. 2. Should possess a minimum speed of 30 W.P.M. in English typewriting or 25 W.P.M. in Hindi typerwriting on Computer. 3. Should have knowledge or "Word Processing" in Computer as prescribed by the Recruiting Agency.
Desirable Qualification(s)	Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.



2. Other Eligibility Conditions:-

1. The applicant should possess minimum 40% permanent Disability Certificate issued by the competent Medical Board i.e. District Medical Board or above.
2. He/She should be bonafide resident of Himachal Pradesh.
3. The applicant should have the knowledge of customs, manners and dialects of Himachal Pradesh.
4. The age of candidate should be between 18 to 45 years as on 01.01.2016, however, upper age limit is relaxable for Physically Handicapped upto 5 years.

3. How to apply:-

The application form duly filled along with requisite documents be sent through registered post to the following address:-

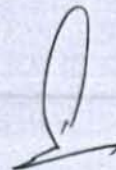
**The Under Secretary (SA) to the
Government of Himachal Pradesh.
Shimla-171002.**

4. Last Date:-

The last date for receipt of application is **31st December, 2016 up to 5:00 PM**. The Applications received after the last date and incomplete applications shall be rejected summarily.

5. Selection Procedure:-

On the basis of acquiring minimum qualification as mentioend at Para (1) and an Personal Interview which shall be conducted strictly as per marks distribution conveyed vide letter No. 5-5-87-Wel-AH(Reservation) dated 7th February, 2008 issued by the Director, SC, OBC & Minority Affairs, Himachal Pradesh.



APPLICATION FORM

Self attested latest coloured photograph to be pasted.

1.	Type of disability (Please tick the category)	1. Orthopaedically Handicapped. 2. Visually Handicapped. 3. Hearing Impaired.				
2.	Name of the applicant					
3.	Father's/Husband's Name					
4.	Date of Birth					
5.	Percentage of Disability (attach photocopy of the certificate)					
6.	Name of the issuing authority					
7.	Category (General/SC/ST/OBC)					
8.	Educational Qualification:-					
	Examination	Name of the University/Board	Subjects	Marks obtained/total Marks	Percentage	Year of Passing
	Matriculation					
	10+2					
	Graduation					
	Post Graduation					
	Others					
9.	Permanent Address:-					
10.	Correspondence Address:-					
11.	E-mail and Mobile No.:-					
12.	List of documents attached(copies of educational qualifications, bonafide certificate, medical disability certificate 40% or above issued by Medical Board, Category certificate, others)					

(Signature of the applicant)
Name in block letters

Date:
Place:

