

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

Advt. No.	7/2017	Date of publication	: 13.07.2017
Opening date for submission of online applications			: 21.07.2017
Closing date for submission of online applications			:21.08.2017(by 11:59PM)
Closing date for deposit of fee			:23.08.2017(by 11:59PM)

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 **21.07.2017 to 21.08.2017 till 11.59 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 candidates are advised to check all the particulars filled up by them in application form and also ensure the correctness of uploaded certificates before finally submitting the application as no request for change of any particular shall be entertained by the Commission. No offline application form or copy of downloaded application form will be accepted by the office. Qualification/eligibility conditions and other documents will be determined with regard to last date fixed to apply online applications also called as closing date i.e. **21.08.2017** given in the advertisement. No candidate who does not fulfill the qualification/eligibility condition on cutoff date need not to apply. No confidential result qua minimum qualification shall be entertained. The details of the posts are as under: -

DETAILS OF POSTS AND QUALIFICATIONS

Advocate General, Haryana

Cat. No. 1 2 post of Restorer.

(GEN=1, SC=1)

E.Q. i) Matric or equivalent;
 ii) Knowledge of Hindi/ Sanskrit upto Matric Standard.

Age: 17-42 Years

Pay Scale: ` 5200-20200 +` 1900 G.P.

Food and Drugs Administration, Haryana

Cat. No.2 6 posts of Junior Analytical Assistant.

(GEN=1, SC=1, BCA=2, BCB=1, ESM-GEN=1)

E.Q. i) B. Pharmacy with Minimum 50% marks or B.Sc with Chemistry.
 ii) Knowledge of Hindi/ Sanskrit upto Matric Standard.

Age: 17-42 Years

Pay Scale: ` 9300-34800 +` 3600 G.P.

Haryana State Pollution Control Board

Cat. No.3 1 post of Accountant (Re-Advertised).

(GEN=1)

E.Q. i) M.Com. Second Division.
 Or
 B.Com. first division with 2 years experience in Commercial Accounting.
 ii) Knowledge of Hindi/Sanskrit upto Matric Standard or higher Education.

Age: 17-42 Years

Pay Scale: ` 9300-34800 +` 3600 G.P.

Haryana Urban Local Bodies

Cat. No.4	40 posts of Junior Engineer (Civil) (Re-Advertised). (GEN=10, SC=7, BCA=6, BCB=3, EBPG=6, ESM-GEN=4, ESM-SC=1, ESM-BCA=1, ESM-BCB=1, OSP-BCA=1)
E.Q.	i) Diploma in Civil Engineering from an institution recognised by the State Government; ii) Knowledge of Hindi/Sanskrit upto Matric Standard.
Age:	17-42 Years
Pay Scale:	` 9300-34800 + ` 3600 G.P.
Cat. No.5	4 posts of Junior Engineer (Horticulture) (Re-Advertised). (GEN=1, SC=2, BCA=1)
E.Q.	i) B.Sc. (Agricultural) with Horticulture as a specialization; ii) Knowledge of Hindi/Sanskrit upto Matric Standard.
Age:	17-42 Years
Pay Scale:	` 9300-34800 + ` 3600 G.P.
Cat. No.6	2 posts of Tracer. (SC=1, BCA=1)
E.Q.	i) Matric with Drawing Subject; ii) Knowledge of Hindi/Sanskrit upto Matric Standard.
Age:	17-42 Years
Pay Scale:	` 5200-20200 + ` 1900 G.P.
Cat. No.7	3 posts of Surveyor. (SC=1, BCA=1, ESM-GEN=1)
E.Q.	i) Certificate Course of Surveyor form Industrial Training Institute or an institution recognised by the state Government; ii) Knowledge of Hindi/Sanskrit upto Matric Standard or higher Education.
Age:	17-42 Years
Pay Scale:	` 5200-20200 + ` 2400 G.P.
Cat. No.8	4 posts of Assistant Fire Station Officer. (GEN=3, EBPG=1)
E.Q.	i) Certificate Course of Sub- Fire Officer from National Fire service college, Nagpur or any other institution recognised by the State Government; ii) Knowledge of Hindi/Sanskrit upto Matric Standard.
Age:	17-42 Years

Pay Scale: ` 9300-34800 + ` 3200 G.P.

Cat. No.9	55 posts of Fireman. (GEN=14, SC=9, BCA=8, BCB=2, EBPB=7, ESM-GEN=5, ESM-SC=3, ESM-BCA=2, ESM-BCB=3, OSP-SC=1, OSP-BCA=1) E.Q. i) Matriculate; ii) Passed basic course in Elementary Fire Fighting from the Haryana State Fire Fighting institute; iii) Knowledge of Hindi/Sanskrit upto Matric Standard. Age: 17-42 Years Pay Scale: ` 5200-20200 + ` 1900 G.P.
Cat. No.10	1 post of Junior Librarian. (GEN=1) E.Q. i) Diploma or Certificate Course in Library Science from an institution recognized by the State Government; ii) Knowledge of Hindi/Sanskrit upto Matric Standard. Age: 17-42 Years Pay Scale: ` 5200-20200 + ` 2400 G.P.
Cat. No.11	2 posts of Sewer Engine Operator. (SC=1, BCA=1) E.Q. i) Matriculate ; ii) Certificate Course in the trade of Diesel Engine from Industrial Training Institute. iii) Knowledge of Hindi/Sanskrit upto Matric Standard. Age: 17-42 Years Pay Scale: ` 5200-20200 + ` 2400 G.P.
Cat. No.12	4 posts of Road Inspector. (SC=1, BCA=1, BCB=1, ESM-GEN=1) E.Q. i) Three years' Diploma in Civil Engineering from an institution recognised by the State Government; ii) Knowledge of Hindi/Sanskrit upto Matric Standard. Age: 17-42 Years Pay Scale: ` 9300-34800 + ` 3200 G.P.
Cat. No.13	1 post of Telephone Operator. (GEN=1) E.Q. i) Matriculate; ii) Telephone Operator's Course from an institution;

iii) Knowledge of Hindi/Sanskrit upto Matric Standard.

Age: 17-42 Years
Pay Scale: ` 5200-20200 + `1900 G.P.

Cat. No.14 1 post of Road Roller Driver.

(ESM-GEN=1)

- E.Q.
- i) Middle;
 - ii) Having driving Licence of heavy vehicle;
 - iii) Five years' experience in driving Road Roller;
 - iv) Knowledge of Hindi upto Middle Standard.

Age: 17-42 Years
Pay Scale: ` 5200-20200 + `1900 G.P.

Cat. No.15 2 posts of Horticulture Inspector.

(BCB=1, ESM-GEN=1)

- E.Q.
- i) B.Sc. (Agriculture) with specialization in Horticulture;
 - ii) Knowledge of Hindi/Sanskrit upto Matric Standard.

Age: 17-42 Years
Pay Scale: ` 5200-20200 + `1900 G.P.

Cat. No.16 1 post of Water Meter Mechanic.

(GEN=1)

- E.Q.
- i) Certificate Course in the trade of instrument Mechanic from Industrial Training Institute;
 - ii) Knowledge of Hindi/Sanskrit upto Matric Standard.

Age: 17-42 Years
Pay Scale: ` 5200-20200 + `1900 G.P.

Cat. No.17 7 posts of Meter Reader.

(SC=1, BCB=2, ESM-GEN=1, ESM-SC=1, ESM-BCA=2)

- E.Q.
- i) Matriculate;
 - ii) Speed of 30 words per minute in English typing or speed of 25 words per minute in Hindi typing;
 - iii) Knowledge of Hindi/Sanskrit upto Matric Standard.

Age: 17-42 Years
Pay Scale: ` 5200-20200 + `1900 G.P.

Cat. No.18 9 posts of Assistant Sanitary Inspector.

(GEN=8, SC=1)

- E.Q.
- i) Matriculate;
 - ii) Passed Sanitary Inspector's Course from an institution recognised by the State Government;

iii) Knowledge of Hindi/Sanskrit upto Matric Standard.

Age: 17-42 Years
Pay Scale: ` 5200-20200 + `1900 G.P.

Cat. No.19 10 posts of Sanitary Inspector.

(GEN=3, SC=3, BCA=1, BCB=1, EBPB=1, ESM-GEN=1)

E.Q. i) Sanitary Inspector's Course from an institution recognised by the State Government;
ii) Knowledge of Hindi/Sanskrit upto Matric Standard.

Age: 17-42 Years
Pay Scale: ` 5200-20200 + `1900 G.P.

Cat. No.20 1 post of Assistant Architect.

(GEN=1)

E.Q. i) Bachelor Degree in Architecture recognised by the Institute of Architects followed by three years' experience as Architectural Assistant under a qualified Architect;
ii) Knowledge of Hindi/Sanskrit upto Matric Standard.

Age: 17-42 Years
Pay Scale: ` 9300-34800 + `4200 G.P.

Welfare of Scheduled Castes and Backward Classes, Haryana.

Cat. No.21 1 post of Assistant Research Officer.

(EBPB=1)

E.Q. i) Master's degree from a recognised university in Economics or Mathematics or Commerce or Agriculture Economics with statistics as one of the papers either at Master's level or at the B.A. the Hons. school level in Mathematics or Master's degree in Statistics.
ii) One year experience in collection, compilation and analysis of Statistical data in some Government office.
iii) Knowledge of Hindi/ Sanskrit upto Matric Standard or higher education.

Age: 17-42 Years
Pay Scale: ` 9300-34800 + ` 4000 G.P.

Land Records Haryana

Cat. No.22 29 posts of Patwari Candidates.

(GEN=19, SC=5, BCA=2, BCB=1, EBPB=1, ESM-GEN=1)

E.Q. i) Graduate or its equivalent examination of a recognized University.
ii) Knowledge of Hindi/Sanskrit/Urdu upto Matric Standard or higher education.
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 Years
Pay Scale: ` 5200-20200 + ` 2400 G.P.

PWD (B&R) Haryana

Cat. No.23 4 posts of Research Assistant.
(GEN=2, SC=1, BCA=1)

E.Q. i) B.Sc. in Physics, Chemistry, Mathematics or equivalent from a recognised University with at least 50% marks.
 ii) Knowledge of Hindi/Sanskrit up to Matric Standard or higher qualification.

Age: 17-42 Years
Pay Scale: ` 9300-34800 + `3200 G.P.

Haryana Urban Development Authority (HUDA) Panchkula, Haryana.

Cat. No.24 2 posts of Tracer (Engineering Wing).
(GEN=1, BCA=1)

E.Q. i) Matric with Hindi and Certificate in Civil Draftsmanship from a recognised University/Board.

Or

Matriculation or Higher secondary examination passed from a recognised University/Board with drawing and two years experience as Tracer under qualified Engineer/Architect.

ii) Knowledge of Hindi/ Sanskrit upto Matric Standard or Higher Education.

Age: 17-42 Years
Pay Scale: ` 9300-34800 + `3600 G.P.

Cat. No.25 7 posts of Assistant Draftsman, (TP & Arch. Wing).
(GEN=1, SC=1, BCA=1, BCB=2, EBPg=1, ESM-GEN=1)

E.Q. i) Diploma in Civil Engineering or a Certificate in Civil Draftsmanship awarded by the State Board for Technical Education or from any other recognised Institution.

ii) Knowledge of Hindi/ Sanskrit upto Matric Standard or Higher Education.

Age: 17-42 Years
Pay Scale: ` 9300-34800 + `3200 G.P.

Cat. No.26 1 post of Architectural Assistant.
(BCA=1)

E.Q. i) Degree or equivalent diploma in Architecture of a recognised University/institution.

ii) Knowledge of Hindi/ Sanskrit upto Matric Standard or Higher Education

Age: 17-42 Years

Pay Scale: ` 9300-34800 + `4000 G.P.

Cat. No.27 2 posts of Junior Draftsman.

(GEN=1, SC=1)

E.Q. i) 3 years diploma in Architecture Assistant-ship from a recognised institution followed by two years experience as a Draftsman in an Architectural or Town Planning.

OR

Diploma in Civil Draftsmanship from an institute recognised by the Govt. for this purpose with 3 years experience in an architectural or Town Planning.

OR

Diploma course in Architectural Assistantship awarded by the State Board.

OR

Diploma in Civil Draftsmanship from any institute recognised by the Government.

ii) Knowledge of Hindi/ Sanskrit upto Matric Standard or Higher Education.

Age: 17-42 Years

Pay Scale: ` 5960-20200 + `2000 GP.

Cat. No.28 61 posts of Junior Engineer (Civil) (Re-Advertised).

(GEN=9, SC=20, BCA=11, BCB=5, EBPB=6, ESM-GEN=4, ESM-BCA=2, ESM-BCB=3, OSP-BCA=1) **TOTAL=61** PHC-OH=1

E.Q. i) Diploma in Civil Engineering or equivalent.

ii) Knowledge of Hindi/ Sanskrit upto Matric Standard or Higher Education.

Age: 17-42 Years

Pay Scale: ` 9300-34800 + `4000 G.P.

Cat. No.29 12 posts of Junior Engineer (Hort.) (Re-Advertised).

(GEN=3, SC=4 (3+1 shortfall), BCB=3 (2+1 shortfall), EBPB=1, ESM-BCB=1)

E.Q. i) B.Sc in Agriculture with experience of atleast one year. Preference may be given to those persons who possess Horticulture as main subject in B.Sc.

OR

Matric/Higher Secondary with one year diploma course in Gardner's Training class from some recognized University with at least 6 years experience in landscaping, gardening, arboriculture, floriculture layout of gardens, parks and nursery production work.

ii) Knowledge of Hindi/ Sanskrit upto Matric Standard or Higher Education.

Age: 17-42 Years
Pay Scale: ` 9300-34800 + `4000 G.P.

Cat. No.30 11 posts of Junior Engineer (Electrical) (Re-Advertised).
(GEN=3, SC=2, BCA=2, BCB=1, EBPG=2, ESM-GEN=1)
TOTAL=11, PHC-VH=1

E.Q. i) Diploma in Electrical Engineering or equivalent.

ii) Knowledge of Hindi/ Sanskrit upto Matric Standard or Higher Education.

Age: 17-42 Years
Pay Scale: ` 9300-34800 + `4000 G.P.

Cat. No.31 11 posts of Assistant Draftsman (Engg.) (Re-Advertised).
(GEN=4, SC=2, BCA=2, BCB=1, EBPG=1, ESM-GEN=1)
TOTAL=11, PHC-VH=1

E.Q. i) Diploma in Civil Engineering or a certificate in Civil Draftsmanship awarded by the State Board for Technical Education or from any other recognized Institution.

ii) Knowledge of Hindi/ Sanskrit upto Matric Standard or Higher Education.

Age: 17-42 Years
Pay Scale: ` 9300-34800 + `3200 G.P.

Fisheries Haryana
Cat. No.32

1 post of Salesman.
(GEN=1)

E.Q. i) Matric with Science at least 50% marks.

ii) Knowledge of Hindi/ Sanskrit upto Matric Standard or Higher Education.

Age: 17-42 Years
Pay Scale: ` Pay Matrix Level-2 Rs. 19900

Forests Haryana
Cat. No.33

4 posts of Tractor Driver.
(SC=4)

E.Q. i) Matric;

ii) Should have valid tractor driving Licence, at least three years old;

iii) Should have passed the driving test, conducted by the Haryana Staff Selection Commission;

iv) Should not be Colour blind.

v) Knowledge of Hindi/ Sanskrit upto Matric Standard or Higher Education.

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

Fee Details :

Sr. No.	Category of post	General		SC/BC/EBPG candidates of Haryana State only	
		Male/Female	Female of Haryana resident only	Male	Female
1.	2 to 5, 8, 12, 20,21, 23 to 26, 28 to 31	`150/-	`75/-	`35/-	`18/-
2.	1, 6, 7, 9 to 11, 13 to 19, 22, 27,32, 33	`100/-	`50/-	`25/-	`13/-
3.	Physically Handicapped/Ex-Serviceman of Haryana	No Charges			

The dependent of ESM and DFF are required to pay the fee as for General, SC or BCA & BCB Candidates as case may be. Fee once sent with the application form is neither transferable nor refundable/adjustable. 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	Accountant	3	3/2012	35
2	Junior Engineer (Civil)	4	2/2013	66
3	Junior Engineer (Horticulture)	5	3/2012	29
4	Junior Engineer (Civil)	28	2/2013	78
5	Junior Engineer (Hort.)	29	2/2013	79
6	Junior Engineer (Electrical)	30	2/2013	80
7	Assistant Draftsman (Engg.)	31	2/2013	81

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 then 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), EBPg, Ex-serviceman (ESM), Outstanding Sports Persons (OSP) and Physical Handicapped are only for domicile of Haryana State

Note 5. Detailed instructions for filling the online application form are available on the website of HARYANA STAFF SELECTION COMMISSION i.e www.hssc.gov.in. These must be gone through carefully before filing up the form. It is advised to download the filled up form take a printout go through the particulars carefully and then application be uploaded as no request for change of any particulars shall be entertained.

Note 6. In case of any guidance/information/clarification regarding the online filling of the application form and Advertisement the candidate can call at **helpline No. 0172-5143700** 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 either on OMR Sheet based or online computer based test (CBT). 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. HSSC reserve the right to increase or decrease the number of vacancies on administrative grounds.

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 uploaded documents must be brought at the time of verification/scrutiny-cum-interview.
7. **Candidates are advised to fill their application form carefully such as Name, Father's name, Date of Birth and Category, Qualification, photo & Signature, fee etc. After final submission of application form, no change will be allowed. Candidate will be responsible for any mistake in the data of application form and fees paid by him/her. No correspondence will be entertained in this regard.**

Relaxation in Age:

- i) In the case of Scheduled Caste (SC), Backward Class (A) & Backward Class (B) and EBPg 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/EBPG and ESM and outstanding sportsperson candidates who are domicile of Haryana State. The SC/BCA/BCB/PHC/EBPG candidates are required to submit SC/BCA/BCB/ PHC/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, 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 10+2/Graduation/Diploma/Degree etc.
- ii) Scanned Copy of Sport Gradation Certificate in case of Outstanding Sports Persons, duly issued by the Competent Authority.
- iii) Scanned Copy of Haryana Domicile Certificate in case of BCA/BCB/SC/PHC/EBPG/ESM/ DESM/DFF and women issued by competent authority.
- iv) Copy of Challan/credit certificate issued by Treasury/e-Challan as the case may be, in case of candidates who have applied earlier.
- v) Scanned Photographs duly signed by the Candidate.
- vi) Scanned signatures of the Candidate.

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.

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

Place : Panchkula
Dated: 13th July, 2017

Secretary,
Haryana Staff Selection Commission,
Panchkula.