

HIMACHAL PRADESH UNIVERSITY

(NAAC Accredited 'A' Grade University) **SUMMER HILL, SHIMLA-171005**

ADVERTISEMENT NOTICE

Advertisement No.25/2021

Dated: 4 JAN 2022

Opening Date: 07.01.2022 Closing Date:29.01.2022

Reference invited to the Advertisement No.Rectt-18/2020 dated 01.06.2020, Online Applications are invited from eligible and desirous candidates for the recruitment of the following posts of Category B, C & D on regular/contract/daily wages basis in Himachal Pradesh University. The interested candidates may apply through Online Recruitment Portal of the University i.e. http://www.recruitment.hpushimla.in or http://www.hpusniv.ac.in. The online application can be filled up from 07.01.2022 to 29.01.2022. Thereafter the link will be disabled.

- The applicants are advised to apply well in advance to avoid rush during closing dates.
- ➤ The candidates who have already applied against the advertisement No. Rectt-18/2020 dated 01.06.2020 need not to apply again. However, they may upload additional information, if any.

Sr.	Name of post	Nos. of Post(s)	Essential Qualifications
No.		1408. 01 F 081(8)	Essential Qualifications
NO.	& Bassasala		
	Pay scale		
		Category	y - B
1.	Librarian	Gen = 1(UR)	
	(on regular basis)		
	Pay Scale: Rs.37400-		
	67000+10000AGP		> The Educational qualifications for
2.	Assistant Librarian,	Gen = 2(UR)	the posts at Sr. No. 1 to 3 shall be
	HPU Main Library		the same as prescribed by the UGC
	(on regular basis)		under Regulations 2018 and adopted
	Pay Scale: Rs.15600-		by the University vide Notification
A	39100+6000AGP	11	No: 3-5/78 HPU(Genl.) Vol-VIII
3.	Assistant Librarian,	Gen = 1(UR)	Dated- 19-01-2019 and 21-11-
0	RC Dharamshala	8 2	2019 The candidate may also
N. N	(on contract basis)		referred to UGC website i.e.
All I	Pay Scale: Rs.15600-		http://www.ugc.ac.in.
	39100+6000AGP		
4.	Medical Officer	Gen = 1(UR)	> A Bachelor of Dental Surgery
	(Dental)	÷	Degree from the Institute recognized
	(on contract basis)		by the Dental Council of India.
	Pay Scale: Rs.15600-	*	Registered with State Dental
	39100+5400GP	<u> I</u>	Council.
			Desirable Qualification(s):
		9	> A Post Graduate Degree (MDS) in
			Dentistry.

		36 11 1000	1/17	T	1
	5.	Medical Officer	Gen=1(UR))	— • • · · · · · · · · · · · · · · · · ·
		(Allopathic)		1	. Recognized Medical qualification
		(on contract basis)			included in the first or second
		Pay Scale: Rs.15600-			schedule or part-II of the third
		39100+5400GP			schedule other than licentiate
					qualifications to the Indian Medical
					Council Act, 1956. The holders of
					educational qualification included in
			•		Part-II of the third schedule should
					fulfil the conditions stipulated in sub
					Section (3) of Section 13 of the
					Indian Medical Council Act, 1956.
				2	. Completion of compulsory rotating
				-	internship.
				7	Desirable:
				l	. Post Graduate Degree or Diploma
				1	included in the first or second
					Market Control of the
					schedule or part-II of the third
					schedule (other than licentiate
				##	qualifications) to the Indian Medical
					Council Act, 1956. The holders of
				70. 70.	educational qualification included in
					Part-II of the third schedule should
				Man	fulfil the conditions stipulated in sub
					Section (3) of Section 13 of the
			,		Indian Medical Council Act, 1956.
				2	. A post graduate qualification from a
					recognized institution as mentioned
			Majada Bu		in Appendix-A to the Notification
		*			No: Health-AA(3)2/97(Loose)
					Dated: 09-03-2012 adopted by the
		9. 8. 4.	•		University vide Notification No.:
					3-9/77-HPU(Genl.) Dated:-14-07-
					2014 available on University
					Website.
		,***			
	6.	Assistant Architect	Gen=1(UR)	7	Degree in Architecture or its
		(on contract basis)			equivalent from a recognized
		Pay Scale: Rs.15600-			University or an institute duly
		39100+5400GP			recognized by the Central/State Govt.
				>	
				 	field of Architecture after qualifying
-					for the degree in Architecture.
					Preference will be given to those
					Architects who get registration under
L					The Architect Act, 1972.

	73 Y 11 73 Y 12	(1 (T ID)		
7.	Public Relation	Gen =1(UR)	>	Bachelor of Journalism and Mass
	Officer (PRO)			Communication or Bachelor of
	(on contract basis)		-	Public Relations or Bachelor of
	Pay Scale: Rs.10300-			Public Relations & Advertising from
	34800+5000GP			a recognized University.
				OR
1			>	Post Graduate Degree/Diploma in
				Journalism and Mass
				Communications or Post Graduate
				Degree/Diploma in Public Relations
				or Post Graduate Degree/Diploma in
				Public Relations & Advertising from
				a recognized University.
			>	Three years professionals experience
				in Public Relations/ Journalism/
				Mass Communication in any
				Government Department/ Public
				Sector Undertaking and Newspaper/
			Q.,	Electronic Media/ organization of
				standing gained after obtaining
	,			essential educational qualifications.
8.	System Analyst	Gen =1(UR)		Bachelor's Degree in Computer
V 6.	(UIT)			Science & Engineering/Computer
H	(on contract basis)		11/1/16	
	,			Application/Information Technology
	Pay Scale: Rs. 10300-			or its equivalent from a recognized
	34800+5000GP	**************************************		University or from an Institute duly
				recognized by the H.P./Central Govt.
			_	OR
			>	Master Degree in Physics/ mathematics/ economics/ Statistics
	2500c.	KE P		
		da		or its equivalent from a recognized
		₽.		University; and
				Post Graduate Diploma of at least
				one year duration in Computer
				Application or its equivalent from a
				recognized University or from an
				Institute duly recognized by the
				H.P./ Central Govt.
				OR
	W.		>	Master degree in Information
	₩			Technology/ Computer Science/
				Computer Application (MCA) or its
				equivalent from a recognized
				University or from an Institute duly
				recognized by the H.P. / Central
				Govt.
				OR
			>	"B" LEVEL course from DOEACC
			>	

			T 1 1 AUDIT
			Technology (NIELIT).
9.	Computer Programmer (on contract basis) Pay Scale: Rs. 10300- 34800+5000GP	Total=2 SC-1(UR), OBC-1 (UR)	 MCA or B.E./ B.Tech Degree in Information Technology/ Computer Science Engineering from a recognized University or from an Institute duly recognized by the Central/ H.P. Government.
	A ANTO-	Catea	acquiring essential qualifications.
10	Law Officer	Gen =3(UR)	> A professional degree in Law from a
	(on contract basis) Pay Scale: Rs.10300- 34800+4400GP	Gen -5(OK)	recognized University or its equivalent. At least 5 year experience as an Advocate.
11.	Assistant Librarian, (on contract basis) Pay Scale: Rs. 5910- 20200+ 2400GP	(i) HPU Model School Gen=1(UR) (ii) University Institute of	Should be graduate in any discipline or its equivalent from a recognized Institute with one year diploma or certificate in Library Science/ Library and Information Science from a recognized Board/ University
		Technology (UIT) Gen= 1(UR)	or Graduate in any discipline with bachelor degree in library science/ Library and Information Science.
12.	Clerk (on contract basis) Pay Scale: Rs. 5910- 20200+1900GP	Total =54 Gen=25 (UR-15, Ex-SM-6, DSP-3, PBD(AID)-1),	 Bachelor's Degree or its equivalent from a recognized University. Should possess a minimum speed of 30 words per minute in English type writing or 25 words per minute in
		EWS-8 SC=11 (UR-6, Ex-SM-4, WFF-1), ST=4 (UR-2, Ex-SM-2), OBC=6 (UR-3, Ex-SM-2, Antodaya/BPL-1)	Hindi Type-writing on computer.
13.	Junior Office Assistant (IT) (on contract basis)	Total =37 Gen= 18 {UR-2, Ex-SM-9,	 Should have passed 10+2 Examination from a recognized Board of School Education/ University.



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	•	Pay Scale: Rs. 5910-	DSP-3, PBD-4(1-	OR
		20200+1950GP	BLV, 1-DHH,1-	> Matriculation from recognized Board
		20200:193001		
			LD,1-AID)},	of School Education with one/two
		· ·	EWS-3	year's Diploma/ Certificate from an
			SC=7	Industrial Training Institute (ITI) in
			(UR-2, Ex-SM-3,	Information Technology (IT) &
			Antoydaya/BPL-1,	Information Technology Enabled
			WFF-1),	Sectors (ITES) as notified by
			ST=1(Ex-SM),	
			OBC=8	Director General of Employment &
				Training(Govt. of India) from time to
			(UR-5, Ex-SM-2,	time or three years Diploma in
			Antoydaya/	Computer Engineering/ Computer
			BPL-1)	Science/ IT from a Polytechnic as
		•		approved by All India Council for
				Technical Education(AICTE);
				➤ Computer typing speed of 30 words
}				per minute in English or 25 words
				per minute in Hindi.
	14.	Junior Office	Total =4	
.	14.			
		Assistant (Accounts)	Gen =3(UR)	recognized University.
2		(on contract basis)	SC =1(UR)	Note: Candidates having M.Com
		Pay Scale: Rs. 5910-	ds.	qualification must have passed
		20200+1950GP		B.Com at Graduation level.
				Desirable Qualifications
			i.	> Training and proficiency in use of
				accounting software's like Talley
				/SAP /ERP.
•	15.	Language Teacher	HPU Model	(i) B.A. with Hindi as an elective
	~~~	(LT)	School	subject and 2-year Diploma in
		(on contract basis)	J	Elementary Education (by whatever
		Pay Scale: Rs. 5910-	Gen=1(UR)	name known)
ļ		20200+3200GP	b Gen-1(OK)	·
		20200 <del>+3</del> 200GP		OR
		silla.		BA with at least 50% marks with
				Hindi as an elective subject and
				1-year Bachelor in Education
				(B.Ed.)
				OR
		\$		BA with at least 45% marks with
				Hindi as an elective subject and
				1-year Bachelor in Education
				(B.Ed.) in accordance with the
				NCTE (Recognition Norms &
1				Procedure Regulations issued from
				time to time in this regard.
				<del>-</del>
	ļ			OR
				B.A. with at least 50% marks with
				Hindi as an elective subject and
				1-year Bachelor in Education
. ]				(B.Ed.) special Education.

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		OR Prabhakar (Honours in Hindi) with 50% marks followed by B.A. Examination (English and one additional subject) with 50% marks from a recognized University and
		1-year Bachelor in Education(B.Ed.)  OR  M.A.(Hindi) with at least 50%  Marks from a recognized University  and 1-year Bachelor in  Education(B.Ed.)
		(ii) Pass in Teacher Eligibility Test (TET Language Teacher) duly conducted by HP Board of School Education, Dharamshala. Provided that the incumbents who have already qualified the Teacher Eligibility Test (TET) conducted by the H.P. Subordinate Services Selection Board, Hamirpur shall also be eligible subject to the condition as laid down in Para-II of the guidelines issued by the National Council for Teacher Education vide No. 76-4/2010/NCTE/Acad. Dated 11-02-2011.  Note: Relaxation up to 5% will be allowed in minimum educational qualifications and also in minimum qualifying marks for TET to the candidates belonging to
		SC/ST/OBC/PH categories of Himachal Pradesh.
16. Data Entry O (on contract I Pay Scale: Rs 20200+19000	pasis) s. 5910-	<ul> <li>Should have passed 10+2 examination or its equivalent from a recognized Board of School Education/ University.</li> <li>Diploma of atleast 06 month duration in Computer or its equivalent from a recognized University or from an Institution duly recognized by the H.P./ Central Govt.</li> </ul>

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17.	•	Total =7	➤ Should have passed Matric or 10+2
	(Civil)	Gen=4	Examination or its equivalent from a
	(on contract basis)	{UR-3,Ex-SM-1}	recognized Board of School
	Pay Scale: Rs. 10300-	EWS-1	Education/ University.
	34800+3800GP	<b>SC</b> =1(UR)	> Regular full time Diploma in Civil
		OBC=1(UR)	Engineering (03 years) or B.E./
			B.Tech. Degree in Civil Engineering
			from a recognized University or from
	**************************************		an institution duly recognized by the
			Central or State Govt.
18.	Junior Engineer	Total=3	Diploma/ Degree in Electrical
	(Electrical)	Gen=3(UR)	Engineering or Electronics Engineering from an Institution
	(on contract basis)		Engineering from an Institution
	Pay Scale: Rs. 10300-		recognized by the State Govt./
	34800+3800 GP		Central Govt.
19.		Total =2	➤ 10+2 passed from any Board of
	(on contract basis)	<b>SC</b> =1(UR)	School Education/ University
	Pay Scale: Rs. 5910-	<b>OBC</b> =1(UR)	recognized by the Govt. of H.P.
<u></u>	20200+1900 GP.		Possess valid conductor's license.
20.	Junior Basic	HPU Model	(a) Essential Qualification
	Trained Teacher	School	
	(JBTT)	₹6,	(i) 10+2 with 50% marks or Senior
	(on contract basis)	Total=2	Secondary with 50% marks from a
	Pay Scale: Rs. 5910-	Gen=1(UR),	recognized Board of School
	20200+3000GP.	1=UR(Ex-SM)	Education and 2-year Junior Basic
			(JBT) Teacher's course/ Diploma in
			Elementary Education (D.El.Ed.)
			from an institute affiliated to
	<u>.</u>		Himachal Pradesh Board of School
		v V	Education (HPBOSE).
	<b>6</b> ,		OR
			Senior Secondary (or its equivalent)
			with at least 50% marks and 2 years
			Junior Basic Teacher (JBT)/
			Diploma in Elementary Education
			(D.El.Ed.)(by whatever name
			known).
		•	OR
			Senior Secondary (or its equivalent)
			with at least 45% marks and 2 years
	·		Junior Basic Teacher (JBT) /
			Diploma in Elementary Education
			(D.El.Ed.) (by whatever name
			known), in accordance with the
			NCTE (Recognition Norms and
			Procedure) Regulations, 2002.
			OR
			Senior Secondary (or its equivalent)
			with at least 50% marks and 4 year
			Bachelor of Elementary Education

		***************************************			(B.El.Ed.)
					OR
					Senior Secondary (or its equivalent)
					with at least 50% marks and 2 year
					Diploma in Education (Special
					Education).
			•		OR
					Graduation and two years Junior
					Basic Teacher (JBT)/ Diploma in
					Elementary Education (D.El.Ed.)(by
					whatever name known).
					AND
				(ii)	Pass in the Teacher Eligibility Test
					(TET) for Class 1-V, to be conducted
					by an authority designated by H.P.
					State Government.
				(b)	Desirable Qualification(s):
					Knowledge of customs, manners
				4	and dialects of Himachal Pradesh
		•		1997	and suitability for appointment in
1					the peculiar conditions prevailing
$\sim N$					in the Pradesh.
2				No	ote: Relaxation upto 5% in the
_					qualifying marks shall be allowed to
	-		\[\frac{1}{2}\]	i ,	the candidates belonging to SC/ST/
					OBC and PH categories.
	21.	Driver (H/V)	Total=1	<b>&gt;</b>	Matriculation or its equivalent
	# 1. ·	(on contract basis)	<b>SC</b> -1(UR)		examination passed from the Board
		Pay Scale: Rs.5910-			recognized by the H.P. Govt.
		20200+2000GP.			Must possess valid driving license
		20200   2000GI .	with the second		for the plying Heavy Transport
			¥3:		vehicle with minimum three years
					driving experience. Provided that heavy transport vehicle license
					heavy transport vehicle license should be further endorsed for
					driving "public service vehicles bus."
}	22	Duivou (T /\(\triangle\)	Total-5		Height 160cms(minimum).
	22.	` '	Total=5	>	Dilouid of a Manifestate of the
		(on contract basis)	Gen=1(UR),		equivalent from a recognized Board
		Pay Scale: Rs. 5910-	EWS=1,		of School Education/ Institution.
-		20200+2000GP	<b>OBC</b> =1(UR),	<b>&gt;</b>	Must possess valid driving license
			<b>SC</b> =1(UR),		for the plying heavy/ light vehicles in
			<b>ST-1</b> (UR).	-	hilly terrain.
	23.	Auxiliary Nurse	Gen-1(UR)	<b>&gt;</b>	Matriculation or its equivalent with
		Mid Wife			One and Half year Multipurpose
		(on contract basis)			Health Worker Training Course from
		Pay Scale: Rs.5910-			a recognized institution and
		20200+1900GP.		***************************************	registered with Himachal Pradesh
				-	Nursing Council or any other
					recognized Nursing Council.
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	Catagory D				
24	Decom	Categor	<i>y-D</i>		
24.		Total=92	•		
	(on daily wages basis,	Gen=41			
	rates as notified by	{UR-26, Ex-SM-8,			
	Govt. of H.P.)	PBD-4, DSP-3},			
Ì		EWS-10,			
		SC=20			
		{UR-13, Ex-SM-3, WFF-1,			
		Antyodaya/			
		BPL-3}			
		ST=5			
		{UR-3, Ex-SM-1,			
		Antyodaya/	➤ Should have passed Matric		
		BPL-1},	examination or its equivalent from		
		<b>OBC=</b> 16	recognized Board of School		
		{UR-11, Ex-SM-2,	Education/ Institution.		
		Antyodaya/			
		BPL-3}			
25.	Chowkidar	Total =28			
	(on daily wages basis,	<b>Gen=</b> 13	<b>*</b>		
	rates as notified by	{UR-8, Ex-SM-			
	Govt. of H.P.)	3,WFF-1,			
		PBC-1},			
		EWS-3	·		
		SC=6(UR),			
		ST=1(Ex-SM),			
		<b>OBC</b> =5(UR-4,			
	Q.	Antyodaya/ BPL-1)			
26.	Mali	Total = 7			
20.	(on daily wages basis,	Gen=4			
	rates as notified by	UR-3,			
	Govt. of H.P.)	UR(Ex-SM-1),			
	00.1101	EWS-1,			
		<b>SC</b> =1(UR),			
		OBC=1(UR)			
<b>27.</b>	Beldar	Total =2			
	(on daily wages basis,	Gen =(Ex-SM-1),	Educational Qualification:		
	rates as notified by	<b>ST</b> =1(UR)	➤ Should have passed Middle or its		
	Govt. of H.P.)		equivalent from any		
28.		Total = 6	school/Institution situated within		
	(on daily wages basis,	Gen=2 (UR),	Himachal Pradesh from the		
	rates as notified by	EWS-1	recognized Board/Institution by the		
	Govt. of H.P.)	SC=1(Ex-SM),	H.P. Govt./Central Govt.		
		ST=1(UR),			
29.	Sewerman	OBC=1(UR) Total = 3			
1 29.	on daily wages basis,	Gen-3(UR)			
	Con daily wages basis,	Acti-2(OIV)	L		

rates as notified by Govt. of H.P.)	
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# Desirable Qualifications for all the above mentioned post(s) shall be:

- > Knowledge of customs, manners & dialects of Himachal Pradesh & suitability for appointment in the peculiar conditions prevailing in Himachal Pradesh.
- > Emoluments:-The posts on Regular/Contract/ Daily wages basis will be as per the rules of the University.
- ➢ ABBREVIATIONS: Gen- General, UR-Un-reserved, SC-Scheduled Castes, ST-Scheduled Tribes, OBC-Other Backward Classes, EWS-Economically Weaker Sections, BPL- Below Poverty Line, IRDP- Integrated Rural Development Programme, Ex-SM-Ex-Servicemen, WFF-Children and grand children of freedom fighter, DSP-Distinguished Sports Persons, PH-Physically Handicapped, PBD-Persons with Benchmark Disabilities {(i) BLV-Blind and low vision, (ii) DHH-Deaf and Hard of Hearing (iii) LD-Locomotors Disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy,(iv) AID- Autism, intellectual disability, specific learning disability and mental illness, (v) MD- Multiple Disability from amongst persons under clauses (i) to (iv) including Deaf-blindness in the posts indertified for each disabilities}.

# **IMPORTANT INSTRUCTIONS:**

# 1. Age:-

The minimum and maximum age limit for post(s) mentioned at sr. no. 4 to 29 is 18 to 45 years, reckoned as on prescribed closing date for submission of application forms. The upper age limit is relaxable by five years for applicants belonging to Scheduled Caste, Scheduled Tribe and Other Backward Classes, Person with Benchmark Disabilities and Children/ Grand Children of Freedom Fighters of Himachal Pradesh. The relaxation in upper age to Ex-Servicemen candidate of H.P. will be as per provisions of relevant rules/ instructions of H.P. Govt.



#### 2. Reservation:-

The benefit of reservation for various post(s) will be admissible only to the applicants, who are bonafide residents of Himachal Pradesh in respect of categories, viz. S.C., S.T., O.B.C., E.W.S., B.P.L., Ex-Servicemen, WFF and Persons with disabilities (Locomotor Disabled / Visually Impaired/ Hearing Impaired) etc. No change of category shall be allowed after receipt of application, i.e. from SC to OBC/ST etc. etc.

# 3. Application Processing Fees:-

The detail of application fees for respective categories is as under:-

Sr.		Fees	
No.	Category	Category B	Category C&D
1	General Category {including general Physically Disabled i.e. Orthopedically disabled, Deaf & Dumb, Hearing impaired/W.F.F. of H.P./Ex-Servicemen of H.P. relieved from Defence Services on their own request before completion of normal tenure}	2000/-	1200/-
2	S.C. of H.P./S.T. of H.P./O.B.C. of H.P./ EWS of H.P./ B.P.L. of H.P. (General-BPL/ SC-BPL/ ST-BPL/ OBC-BPL) { including S.C./ S.T./ O.B.C. Ex-Servicemen of H.P.	1000/-	600/-

	relived from Defence Services on their own request before completion of normal tenure and SC/ST/OBC wards of Ex-SM of H.P.	
3	<b>Ex-Servicemen of H.P.</b> (Ex-Servicemen, who are relieved from Defence Services after completion of normal tenure)/ Visually Impaired of H.P.	No Fee

#### 4. MODE OF PAYMENT:-

- The desirous & eligible applicants shall have to pay requisite application fee online by debit/credit card or internet banking, as the case may be, on or before the prescribed closing date for submission of online application. No other mode except online payment is acceptable for application processing fee.
- Application fees once paid will not be refunded. The applicants claiming fee exemption should possess a valid certificate of the respective category as on the last date of submission of online application.
- 5. A candidate shall be eligible for appointment to Category-C post(s), if she/he has passed Matriculation and 10+2 and for Category-D post(s), if she/ he has passed Middle or Matriculation from any School/Institutions situated within Himachal Pradesh. However, this condition shall not apply to Bonafide Himachalis.



#### **GENERAL INSTRUCTIONS:**

- 1. The candidates must read the *IMPORTANT INSTRUCTIONS*/GENERAL INSTRUCTIONS/Other Terms and Conditions CAREFULLY before uploading the online application form for the relevant post.
- 2. The candidates are advised to note down the **USER ID and PASSWORD** and this User ID and Password will be applicable for all future references/ correspondences regarding the written examination/ test, downloading Roll Nos./Call letters for documentation/ entering fee detail etc.
- 3. The candidate should enter her/his particulars i.e. Name, Father's Name, Mother's Name and Date of Birth as per her/his Matric Certificate and uploaded scanned photograph and signature. The size of scanned photograph should be less than 50kb and size of scanned signature should be less than 30kb only. Otherwise the application will not move to next step.
- 4. The applicants are advised to apply well in advance to avoid rush during closing dates.
- 5. The candidates who have already applied against the advertisement No. Rectt-18/2020 dated 01.06.2020 need not to apply again. However, they may upload additional information, if any.
- 6. The candidates are required to apply separately for each post with requisite application processing fee. The candidates belonging to reserve category (for **B** category posts) from other state, their candidature shall be treated in General category only and required to submit full application fees of General category. Further, a candidate of reserve category willing to apply against Gen(UR) posts is also required to remit full application fees, if otherwise eligible for the said post under Gen(UR) category.
- 7. The candidates are advised to give their working mobile Number and e-mail ID, used by them in the Online Application (OA) and ensure their working till the completion of selection process to avoid inconvenience. There will be no other means of contacting them except their e-mail & Mobile numbers.
- 8. The candidates shall fill up their complete and correct particulars in the online application forms to avoid rejection of candidature.

- 9. Date for determining eligibility of all applicants in respect of essential qualification and experience, if any, etc., shall be the prescribed closing date for submission of online application forms i.e.29.01.2022.
- 10. The candidates must ensure their eligibility in respect of category, experience, age and essential qualification(s) etc. as mentioned against each post in the advertisement to avoid rejection at later stage. The decision of University in this regard shall be final.
- 11. Onus of proving that a candidate has acquired requisite essential qualifications by the stipulated date is on the candidate and in the absence of proof to the contrary, the date as mentioned on the face of certificate/ degree or the date of issue of certificate / degree shall be taken as date of acquiring essential qualification. No extra opportunity shall be provided to the candidate to produce any certificates/ documents at the time of evaluation.
- 12. In respect of equivalent clause in essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order/ letter in this regard, indicating the Authority (with number and date) under which it has been so treated otherwise the application is liable to be rejected.
- 13. The selection process is annexed at annexure "A" of the advertisement.
- 14. Eligibility for vacancies in sub-category of SPORTSMAN shall be as per the norms framed by Department of Youth Services and Sports, Himachal Pradesh.
- 15. Number of post(s) is/ are tentative and may increase or decrease from time to time. The University reserves the right to fill up or not to fill up the advertised post(s) or to call limited applicants for evaluation of documents/ personality test/ interview. No TA/DA will be paid for attending written/skill test/ evaluation of documents/ personality test/ interview etc.
- 16. In service (regular) applicants may apply along with requisite fee with information to their Head of the Departments/ Employer for issuing NOC. Such candidates are required to produce No Objection Certificate (NOC) from the Employer at the time of evaluation of documents/ personality test/ interview etc..
- 17. If a candidate is registered with the Employment Exchange in Himachal Pradesh, she/ he should mention the Registration No. in the Online Application form.
- 18. The shortlisted applicants are required to produce original documents and self attested photocopies of educational qualifications, age, category and NOC from the employer alongwith the hardcopy of online application form at the time of Evaluation/ Interview/ Personality test.
- 19. The applicants for the post(s) of Librarian and Asstt. Librarian mentioned at sr. no. 1 to 3 must submit their hardcopy of online application form along with relevant documents in support of the information uploaded in the online application by 14.02.2022 upto 05:00 p.m. However, the candidate residing in Andaman and Nicobar Islands, Lakshadweep, Ladakh, Assam, Tripura, Meghalaya, Nagaland, Manipur, Mizoram Arunachal Pradesh, Pangi and Bharmour Sub Division of Chamba District, Dodra Kwar Sub Division of Shimla District, Kinnaur Districts and Lahul & Spiti Districts of Himachal Pradesh, the last date for receiving of hardcopy of online application form shall be 22.02.2022 Upto 05:00 p.m., addressed to The Incharge, Recruitment Branch, H.P. University, Gyan Path, Summer Hill, Shimla-171005(H.P.). The University will not be responsible for any postal delay. No extra opportunity shall be provided to the applicants to produce appropriate certificates at later stage.
- 20. In case of any legal proceedings against the University, the territorial jurisdiction shall be restricted to the District/ Hon'ble High Court of Himachal Pradesh at Shimla.

21. In case of any inadvertent mistake/ error in process of selection, which may be detected 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.

# 22. CATEGORY CLAIMS & ELIGIBILITY CONDITIONS:-

The category of the candidate claimed in the application form for the post shall be treated as final. S.C's of Himachal Pradesh/ S.T's of Himachal Pradesh/ O.B.C's of Himachal Pradesh/ Ex-Servicemen of H.P. and Physically Disabled of H.P. applicants must possess such certificate(s) in support of their claims made in the application(s), while applying for these posts. All the applicants belonging to reserved categories are also required to go through the relevant instructions issued from time to time by the Government of Himachal Pradesh, in order to ensure that they are eligible under a particular category.

- EX-SERVICEMEN OF HIMACHAL PRADESH:-The applicants belonging to Ex-Servicemen of Himachal Pradesh will have to furnish discharge certificate and full detail in respect of their PPO No., Rank and date of retirement from the Defence Services to claim the benefit of concession for the category of Ex-Serviceman of Himachal Pradesh.
- OBC of H.P. (OTHER BACKWARD CLASSES OF HIMACHAL PRADESH):Applicants belonging to OBC of H.P. category must produce OBC certificate on the
  prescribed format valid till the relevant term of the Financial Year (1st April to 31st
  March) as notified by the Government of Himachal Pradesh (in the Department of
  Revenue) in Rajpatra dated 09th January, 2012. Applicants who have applied earlier /or
  fresh must have valid OBC Certificates covering the entire period from last date of
  submission of applications till date of evaluation along with an undertaking that her/his
  status as OBC has not changed and she/he has not been excluded from the category of
  O.B.C. of H.P. on account of being covered under creamy layer.
- > BPL of Himachal Pradesh:-Applicants belonging to BPL of H.P. category must produce BPL certificate(s) on the prescribed proforma, which should not be more than six months old on the last date prescribed for submission of applications. Applicants who have applied earlier /or fresh must possess valid BPL Certificate(s) covering the entire period from last date of submission of applications till date of evaluation failing which their candidature may be rejected.
- ➤ EWS of Himachal Pradesh:-Applicants belonging to EWS of H.P. category must produce EWS certificate(s) on the prescribed proforma as per instructions of the H.P. Government issued vide letter No. PER (AP)-C-B(12)-1/2019 dated 11.06.2019 adopted by the University vide Notification No: 3-1/78-HPU(Genl.)Vol.-XX dated:19-06-2019 on the last date prescribed for submission of application.
- 23. Any clarification/guidance/information regarding online application/fee can be had on telephone No. 0177-2831119 and 0177-2833648. The clarification / information regarding qualification and eligibility criteria can be obtained on telephone No. 0177-2833510.

The applicants are advised to visit the University website http://www.hpuniv.ac.in or http://www.recruitment.hpushimla.in from time to time for updates in their own interest.

(Suneel Sharma),HAS REGISTRAR Ends. No.2-70/2020-HPU(Rectt.)

Copy for favour of wide publicity to:-

- 1. The Secretary to Governor (Chancellor), H.P. Raj Bhawan, Shimla-171 002.
- 2. The Principal Secretary (Higher Education) to the Govt. of Himachal Pradesh, Shimla.
- 3. The Director of Higher Education, Himachal Pradesh Shimla-171 002.
- 4. The Dean of Studies /DSW/ Dean CDC/Dean Planning / Chief Warden, HPU, Shimla
- 5. All the Regional Employment Officers/District Employment Officer/Employment Officers/Incharge Sub-Employment Excharges in Himachal Pradesh
- 6. The Employment, Information & Guidance Bureau, H.P. University, Shimla-5
- 7. The Labour Commissioner-cum-Director of Employment, H.P. Shimla-171001
- 8. The Director, Labour and Employment Department (Disability, Cell), Himachal Pradesh, Shimla.
- 9. The Director, Social Justice and Employment-cum-Joint Commissioner (Disabilities), H.P. Shimla-9
- 10. The Director, H.P. University Regional Centre Khaniyara, Dharamshala (HP)
- 11. Director, University Institute of Technology, HPU, Shimla-5
- 12. The Finance Officer/Deputy/Assistant Registrar (Estt./Admn.), HPU, Shimla-5.
- 13. The Public Relations Officer, H.P. University, Shimla-5 with the request that the contents of the advertisement notice be got published in at least two leading daily newspaper for vide publicity and also get the contents be broadcasted from All India Radio Shimla/Dharamshala. Hamirpur, Doordarshan Kendra Shimla and in 'Rojgar Samachar' bulletin at least three to five times.
- 14. The web-Incharge, H.P. University, Shimla-5. He is requested to upload and make available the above advertisement on the University Website.
- 15. Incharge Computer Centre/ERP/ Recruitment Portal, HPU, Shimla-5
- 16. Principal, HP University Modal School, Shimla-5
- 17. The Secretary to VC/SPS to Vice-Chancellor/ PS to Registrar, HPU, Shimla-5

18. Guard File/Notice Board.

REGISTRAR H.P. University, Shimla

Dated: 04-01-2022

# Annexure-'A'

# **Selection Process**

Sr.	Name of Post	Syllabus					
No.							
1	T:L	Category 'B'					
1.	Librarian Assistant	ine	Educational qualifications for the posts at Sr	. No. <u>1 to 3</u> si	nall be the		
2.		same	same as prescribed by the UGC under Regulations 2018 and adopted by the University vide Notification No. 3-5/78-HPU(Genl.) Vol-VIII				
	Librarian, HPU Main						
	Library		Dated 19-01-2019 and 21-11-2019. The candidate may also referred to UGC website i.e. http://www.ugc.ac.in.				
3.	Assistant	odc	website i.e. http://www.tige.ac.m.				
) J.	Librarian, RC						
	Dharamshala						
4.	Medical				*		
''	Officer	Sr.	Syllabus	No.of	Marks		
	(Dental)	No.	Symabus	Questions	Marks		
5.	Medical	1.	General Knowledge (GK of Himachal	40	40		
	Officer	•	Pradesh, India and International GK, the				
	(Allopathic)		division of marks shall be 20,10,10				
6.	Assistant		respectively)				
	Architect	2.	Subject aptitude test (SAT)	100	100		
7.	Public	3.			60		
	Relation		written objective type Examination will				
	Officer (PRO)		be called for Personality test/ Interview		·		
8.	System		Total	140	200		
	Analyst (UIT)	•	The objective multiple choice type Written Te		ation will		
9.	Computer	eD.	be of Two & half hours duration.				
	Programmer	•	The candidate's qualified written test will be called for interview/				
		100 P	personality test in the ratio of 1:6+3 for each	h additional j	ost(s).		
10	- Ac- 1	Magazinia Magazinia	Category 'C'	•			
10.	Law Officer	ig.			•		
		Sr.	Syllabus	No. of	Marks		
	60.	No.	·	Questions	***************************************		
	70	1.	General English	10	10		
	4	2.	General Hindi	10	10		
	·		General Knowledge including General	20	20		
		Knowledge of Himachal Pradesh, Current					
			Affairs, Everyday Science and Social				
		Science					
		4.	Syllabus as per degree of Law	45	45 85		
			Total 85				
		5.	Evaluation of Documents		15		
1		1	Grand Total 100				
		- ·					
11.	Assistant Librarian	Sr. No.	Syllabus	No. of Questions	Marks		



					<u> </u>
		1	General Knowledge including General Knowledge of Himachal Pradesh, Current Affairs, Everyday Science and Social	25	25
			Science		
		2	Syllabus as per diploma/ degree in Library Science.	60	60
			Total	85	85
		3	Evaluation of Documents		15
			Grand Total	- Curver	100
12.	Clerk	<u> </u>	Grand Total		100
12.	Cicik	Sr.	Syllabus	No. of	Marks
		No.	Synabus	Questions	4.11
		1.	General English	20	20 .
		2.	General Hindi	20	20
		3.	General Knowledge including General	25	25
			Knowledge of Himachal Pradesh,		
			Current Affairs, Everyday Science and	1995 1	
			Social Science		
		4.	Logical, Numerical reasoning and	20	20
			Technical knowledge as per the	:	
			requirement of posts concerned.		
			Total	85	85
		5.	Typing Test	Qualifying	
			(Provided that visually impaired persons	(with the	;
			recruited under 1% quota may be	speed of 30	
:		]	imparted necessary basic training	-	ner 25
			including computer training by the Department concerned through Composite Regional Centre (CRC),		Hindi
		]			
			Sundernagar instead of passing typing		
			test. They shall have to complete the		
	7 <u>7.</u>		above training during which three		
	·	er la	chances will be afforded. If the		
		The state of the s	incumbents fail to qualify the same		
			his/her service may be terminated.)		
		6.	Evaluation of Documents		15
			Grand Total		100
13.	Junior Office	Sr.	Syllabus	No. of	Marks
	Assistant (IT)	No.		Questions	
The state of the s		1	General Knowledge including General	25	25
	ia 		Knowledge of Himachal Pradesh,		
	~		Current Affairs, Everyday Science and		
			Social Science		
		2	Knowledge of Computer/Computer	60	60
			Application/ Information Technology/		
			Information Technology Enabled		
			Sectors(ITES)/ Information		
			Practices(IP) etc.	0.5	
	WHOLE THE PARTY OF		Total	85	85

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15.	Language				
	Teacher (LT)	Sr.	Syllabus	No. of	Marks
		No.		Questions	
		1	General Knowledge including General Knowledge of Himachal Pradesh, Current Affairs, Everyday Science and Social Science	25	25
2 Knowledge of Hindi Language			Knowledge of Hindi Language and teaching of Hindi	60	60
			Total	85	85
- Constitution of the Cons		3	Evaluation of Documents		15
		,	Grand Total	All Age To San	100
16.	Data Entry	•			
	Operator	Sr. No.	Syllabus	No. of Questions	Marks
		1.	General English	10	10
		2.	General Hindi	10	10
		3.	General Knowledge including General	20	20
			Knowledge of Himachal Pradesh, Current Affairs, Everyday Science and Social Science		·
4.		4.	Logical/ Numerical reasoning and Technical knowledge of Computer	45	45
			Total	85	85
		5.	Typing test	Qualif Natu	ying
1000				(with the speed of 30)	typing
		6.	Evaluation of Documents	language)	15
		J.	Grand Total		100
17.	Junior		WA WARDS A VESSA	<u>.</u>	200
^''	Engineer			T	
	(Civil)	Sr. No.		No. of Questions	Marks
	dig.	1	General Knowledge including General Knowledge of Himachal Pradesh, Current Affairs, Everyday Science and Social Science	25	25
		2	Syllabus as per degree/ diploma in Civil Engineering.	60	60
			Total	85	85
		3	Evaluation of Documents		15
<u></u>	11000		Grand Total		100

18.	Junior					
Ammandarable (1) (1) (2) Ammandarable (1) (2) (2) (2) (2) (2) (2) (2) (2) (2) (2	Engineer (Electrical)	Sr. No.	Syllabus	No. of Questions	Marks	
To action the state of the stat		1	General Knowledge including General Knowledge of Himachal Pradesh, Current Affairs, Everyday Science and Social Science	25	25	
		2	2 Syllabus as per degree/ diploma in Electrical and Electronics Engineering.		60	
			Total	85	85	
		3	Evaluation of Documents	Control of the contro	15	
10			Grand Total		100	
19.	Conductor	Sr. No.	Syllabus	No. of Questions	Marks	
		1.	General English	20	20	
			General Hindi	20	20	
		]	General Knowledge including General Knowledge of Himachal Pradesh, Current Affairs, Everyday Science and	25	25	
		4.	Social Science Simple Arithmetic and Technical knowledge as per the requirement of post concerned.	20	20	
			Total	85	85	
		<b>5.</b> ]	Evaluation of Documents		15	
			Grand Total		100	
20.	JBT					
	. <b>Q</b>	Sr. No.	Syllabus	No. of Questions	Marks	
7 111000		1	General Knowledge including General Knowledge of Himachal Pradesh, Current Affairs, Everyday Science and Social Science	25	25	
		2	Syllabus as per Junior Basic Teacher Training Course	60	60	
. 400			Total	. 85	85	
		3	Evaluation of Documents		15	
100	\$ \$	<u> </u>	Grand Total		100	
21.	Driver (H/V)		6 7 6 7 7		<b>.</b>	
		Sr. No.	Syllabus	No. of Questions	Marks	
		-	General English	20	20	
			General Hindi	20	20	
The section of the se			General Knowledge including General Knowledge of Himachal Pradesh, Current Affairs, Everyday Science and	25	25	
			Social Science			

				*4
	4.	Simple Arithmetic and Technical knowledge as per the requirement of post concerned.	20	20
		Total	85	85
	5.	Skill Test/ Driving Test	Quali Nati	
	6.	Evaluation of Documents		15
		Grand Total		100
er (L/V)				

# 22. **Driver (L/V)**

Sr. No.	Syllabus	No. of Questions	Marks
1.	General English	20	20
2.	General Hindi	20	20
3.	General Knowledge including General Knowledge of Himachal Pradesh, Current Affairs, Everyday Science and Social Science	25	25
4.	Simple Arithmetic and Technical knowledge as per the requirement of post concerned.	20	20
	Total	85	85
5.	Skill Test/ Driving Test	Qualif Natu	
6.	Evaluation of Documents		15
	Grand Total		100

# 23. Auxiliary Nurse Mid Wife

Sr. No.	Syllabus	No. of Questions	Marks
1	General Knowledge including General Knowledge of Himachal Pradesh, Current Affairs, Everyday Science and Social Science	25	25
2	Syllabus as per Multipurpose Health Worker Training Course.	60	60
	Total	85	85
3	Evaluation of Documents	1	15
	Grand Total		100

- The objective multiple choice type Written Test Examination will be of **One & a half hours** duration.
- The candidates declared qualified in the written Objective type screening test (MCQ) will be called for typing/ Skill test, wherever applicable, in the ratio of 1:20 and thereafter qualified candidates in the typing/ skill test will be called for evaluation of documents in the ratio of 1:3. The final selection will be based on the parameters devised by the Department of Personnel vide its Notification No. Per (AP.B)B(15)-5/2014 dated 17 April, 2017.



Evaluation based on the parameters devised by the Department of Personnel to the Govt. of Himachal Pradesh for Category-C post(s) vide its Notification No. Per (AP.B)B(15)-5/2014 dated 17-04-2017 is as under:

Sr.	Detail of Criteria of 15 marks	Maximu-	Competent
No	Detail of Citeria of 13 marks	m Marks	authority to issue the certificates
i	Weightage for the minimum educational qualification, professional educational qualifications (for Technical posts) as per the Recruitment & Promotion Rules. (Percentage of marks obtained in the educational qualification would be multiplied by 0.025, For example, an individual has secured	2.5 (two & half)	Concerned University/ Board.
	50 % marks in the required educational qualifications, he /she will be allowed 1.25 marks (50 X0.025 = 1.25)		
ii	Belonging to notified Backward Area or Panchayat, as the case may be.	1 (one)	Concerned SDO(C), Tehsildar/ NaibTehsildar
iii	Land less family / family having land less than 1 Hectare to be certified by the concerned Revenue Authority.	1(one)	Concerned SDO(C), Tehsildar/ NaibTehsildar
iv	Non-employment Certificate to the effect that none of the family members is in Government/Semi Government.	1(one)	Concerned SDO(C), Tehsildar/ NaibTehsildar
<b>^</b> v	Differently abled persons with more than 40% impairment / disability / infirmity.	1(one)	Health& Family Welfare authorities /Medical Boards
vi	NSS (at least one year) certificate holders in NCC /The Bharat Scout and Guide. Medal winner in National level sports competitions.	1(one)	Concerned Head of Institution. Certificate of medal winners in National level sports competitions shall be issued by concerned District Youth Services and Sports Officer/Head of Institution.
vii	BPL family having family annual income (from all sources) below Rs. 40,000/- or as prescribed by the Govt. from time to time.	2(two)	Concerned BDO by taking the authenticated entries in the 'Parivar Register' as the basis of such certificate. (Income Certificates: concerned SDO(C), Tehsildar/ NaibTehsildar).
viii	Widow /divorced/destitute /single woman.	1(one)	Concerned BDO by taking the authenticated

			<u> </u>
	And the state of t		entries in the
			'Parivar Register'
			as the basis of such
			certificate.
ix	Single daughter/Orphan.	1(one)	Concerned BDO by
			taking the
			authenticated
			entries in the
		ļ	'Parivar Register'
			as the basis of such
			certificate.
x	Training of at least 6 months duration related to the post	1(one)	Competent
	applied for from a recognized University/ Institution.		authority of the
			concerned
			University/
			Institution.
xi	Experience up to a maximum of 5 years in Govt./ semi-	2.5 (two	Competent
	Govt. organization relating to the post applied for (0.5 mark	and	authority of the
	only for each completed year).	half)	concerned Govt./
			semi Govt.
			organization.
	TOTAL	15 (Fifteen)	ı

Category 'D' Evaluation based on the parameters devised by the Department of Personnel to the Govt. of Himachal Pradesh for Category-D post(s) vide its Notification No. Per (AP.B)B(15)-5/2014 dated 17-04-2017 is as under:-Sr. **Detail of Criteria of 100 marks** Marks Competent Authority to issue No. the certificate * 1. Percentage of marks obtained in qualifying 85 (Eighty Concerned examination to be calculated out of 85. (For Five) University/Board example, a candidate getting 50% marks in Matric will be given 42.5 marks.). 2. Belonging to notified Backward Area 1(One) Concerned SDO(C), Panchayat, as the case may be. Tehsildar/ NaibTehsildar. 3. Land Less family/family having land less than 1 2 (two) Concerned SDO(C), Hectare to be certified by the concerned Revenue Tehsildar/ Authority. NiabTehsildar. Non-employment Certificate to the effect that 2.5(Two & Concerned SDO(C), none of the family members is in Government/ half) Tehsildar/ Semi Government, NaibTehsildar 5. Differently abled persons with more than 40% 1(One) Health& Family permanent impairment / disability / infirmity. Welfare authorities/ Medical Boards NSS (atleast one year) certificate holders in NCC/ 6. 1(one) Concerned Head of The Bharat Scout and Guide. Medal winner in Institution. National level sports competitions. Certificate of medal

			1	
				winners in National
				level sports
				competitions shall
				be issued by
				concerned District
				Youth Services and
				Sports Officer/ Head
				of Institution.
	7.	BPL family having family annual income (from all	2.5 (Two&	Concerned BDO by
		sources) below Rs. 40,000/- or as prescribed by	half)	taking de the
		the Govt. from time to time.		authenticated entries
				in the Parivar
				Register' as the basis
				of such certificate.
				(Income Certificates:
				concerned SDO(C),
				Tehsildar/
			10	NaibTehsildar).
,	8.	Widow/ divorced/ destitute/ single woman	1.5 (One&	Concerned BDO by
		g.	half)	taking the
				authenticated entries
				in the 'Parivar
			<b>&gt;</b>	Register' as the basis
				of such certificate.
	9.	Single daughter/ Orphan	1(one)	Concerned BDO by
		۵		taking the
				authenticated entries
		and the second s		in the 'Parivar
		- 1		Register' as the basis
ļ				of such certificate.
	10.	Experience up to a maximum of 5 years in Govt.	2.5(Two &	Competent authority
	l l	/semi-Govt. Organization relating to the post	half)	of the concerned
		applied for (0.5 mark only for each completed		Govt./ semi Govt.
ļ		year).		Organization.
	•	The shortlisted candidates on the basis of merit		
		called for evaluation of documents in the ratio of	of 1:3. The fi	nal selection shall be

- The shortlisted candidates on the basis of merit of qualifying examination will be called for evaluation of documents in the ratio of 1:3. The final selection shall be based on the parameters determined by the Department of Personnel, Govt. of HP vide Notification No. Per (AP.B)B(15)-5/2014 dated 17 April, 2017.
- The University reserves the right to dispense with the written examination in respect of category B post(s) keeping in view the number of applications viz-a-viz vacancies and other circumstances.
- The University reserves the right to dispense with/change any examination centre, if the strength of the applicants is inadequate.



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