PUNJAB AGRICULTURAL UNIVERSITY LUDHIANA

ADVERTISEMENT NO.03/2016

Applications from the eligible candidates are invited for the following posts on the prescribed form (along with detailed qualifications, experience requirements & other relevant information) obtainable from the respective offices mentioned below against each post on any working day from 10.00 a.m. to 4.00 p.m. in cash at the counter by 8.12.2016 for these posts. The application forms can also be obtained by post from these concerned offices by sending requisite cost of the application form in the shape of bank draft in favour of the Comptroller, PAU, Ludhiana payable at Ludhiana along with self addressed envelope (28x12 cms) bearing postage stamps of Rs.40/- by 25.11.2016. The duly completed application forms for the posts with prescribed fee (as mentioned below against each post) in the shape of Bank Draft payable at Ludhiana in favour of Comptroller, PAU, Ludhiana should reach in the concerned offices by 8.12.2016.

S. No.	Name of the post	Cost of Application form	Fee to be attached with the application form	Name of office where forms are available
1.	Assistants at KVKs (3 Posts reserved for SC category and one post for BC category only)	200.00	300.00	% Registrar
2.	Clerks (14 Posts reserved for SC category and 10 posts for BC category only)	100.00	200.00	% Registrar
3.	Messenger (One reserved for SC and one for BC category only)	100.00	-	% Dean, College of Basic Sciences and Humanities for SC category and % Dean, College of Agril. Engg. & Tech. for BC category
4.	Cook-cum-Chowkidar (reserved for SC category only)	100.00	-	% Estate Officer
5.	Beldar (reserved for SC category only)	100.00	-	% Dean, College of Basic Sciences and Humanities

Pay scales

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Sr.No.1	Rs.9300-34800+Rs.4200/- GP
Sr.No.2	Rs.10300-34800+GP Rs.3200 GP with initial pay scale of Rs.13500/-
Sr.No.3	Rs. 4900-10680+1650/- grade pay
Sr.No.4	Rs. 4900-10680+1650/- grade pay
	Rs. 4900-10680+1650/- grade pay

Pay scales and other service conditions for the above posts wherever applicable will be governed as per Punjab Government's notification No.7/204/2012-4FP1/60 dated 15.1.2015 and circular No.7/204/2012-4FP1/66 dated 15.1.2015 and any other instructions issued by Punjab Government from time to time in this regard.

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GOVERNMENT OF FUNDAL DEPARTMENT OF FINANCE (FINANCE PERSONNEL-I BRANCIE)

The 15" January, 2015

NOTIFICATION

No.37204/2012-48/P1/60 :-in executive of the powers conferred by the provise to article 309 of the Constitution of India and all other process seabling him in this behalf, the Governor of Punjsk inpleased to make the following rules deriver to antend the Funjah Groit Stavken Rules, Volume-1, Pert-

RULES

1. (1) These rules may be called the Parjao C(vil Services (Z $^{\rm ef}$ Autoridineers) Rules, Volumis-1, 3 Part 1, 2015. (2)

They shall some into force on and with effect from the virus of their publication in the Official Gazette

In the Poujint: Civil Services Rules, Volume-1, Fart-1 (acrobaction referred to as the said rules), after rule 2.20, the following rule, shall be instaned, cannoly-

"2.20-A, 'Fixed MontEly Encohracets' means the encohracetan, drawn by a Government," employee, but the said employments shall not include any Grade Pay, annual increment or any other allowance, except the travelling allowance as per cultification of the post held by such couplayee,

to the said rules,-

in rule 6.1, for sub-sole $(1)_{\rm s}$ the following sub-rule shall be solval tutof, namely: (1)

'(1) Subject to the rules contained in this Chapter, a compatent authority on y fix the pay of a Gavernaron acaptayes, but his say shall not be so increated as so assoud the pay sumotioned for his past without the solution of the authority composing to create a post in the same oncre on a mix of pay equal to his pay when increased.

Provided that the Coversional employee [except a member of acroise of the Punjab Civil Services (Judicial Branch) and the amployees several under clause (a) of rate 4.4], shall be satisfied to receive the explorments, as specified in suffer 2.20-A, during the period of his probation:

Provided further that if a Government employed fulfility under classes (r) of edge e.e., is appointed to a post, his pay during the period of its probation, ast, if not exceed the pay, which he was drawing on the post on which he holds then

Provided further that when the services of a Covermovist employee, en-regularized, in that case the period spent on probation by Itim, shell and be treated to be the time, spent on such post ";

in rule 4.4, in classe (b), for the words "the time scale provided". Its proveds "the true scale, on appointment in Government as vice in the order of another of service of a re-Paulab Civil Service (horicin) Remoti), and on completion of production in other cases, provided," and

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\$ -2-(iii) In rule 4.9, in observe (n), in Note 4, for the words "probationer is confirmed", this words "probationer, other than a probationer receiving fixed monthly enclaments, is confirmed" shall be substituted. VINI MAHAJAN, Principal Secretary to Government of Panjab, Department of Planets. Endersement No. 7/204/2012-4FP1/61 United, Chandigarh, the 15th January, 2015 A copy is forwarded to the followings, for information and necessary noticen-All the Heads of Departments: Register, Punjab & Haryata High Coort; Commissioners of Divisions, District and Sassiens Judges, Punjab; All Deputy Commissioners in the State of Project; Chairman, Punjab State Language (Legislative) Commission District Treasury Officers in the State. .2 3. 4. 6. Dawlerh Avery V (Rumlesh Arers) Deputy Secretary Finance Rodorsennest Nu. 7/204/2012-48P1/ \$2- Dated, Chundigarh, the 15⁹ January, 2015 A copy is forwarded to : The Principal Accountant General (ARIS), Punjab, Chandigrah; and The Principal Accountant General (Audit), Punjab, Chandigath for information and nacess my Action, Siperintendear Endersement No. 7/204/2012-4FP1: 63 Dated. Chandigerts, the 15th January, 2015 A copy along with two attested copies to the Controller, Pringing, and Stationary Feigleb, Chandigerh with the request to supply 500 printed copies after publication this notification is the onlinury gasettee of the Gave, of Punjaix. Superintent Enderscorent No. 7/204/2012-4FP1/ 6 4 David, Chandigaris, the 15th January, 2015 A copy of the above in forwarded to the Chief Sparetary to Government of Punjus, all the Financial Commissioners and Principal Scenetaries/Administrative Scenetaries to Government af Punjub for information and meetsary action. sufficient with To , The Chief Secretary to Geventment of Punjabi All the Finitedial Commissioners to Geventment of Punjabi All the Principal Secretaries to Government of Funjabi and All the Administrative Recentries to Government of Funjabi 1.2.3.4 Endursement No. 7/204/2012-45P1/65 Dated, Chaodigach, the 15th January, 2015 A copy is followinded to Director, Rublic Entropylics and Disinvestinguity, Finance Department, Funjah for information and necessary action. Superinten leut

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ावा दि			
	ਸੰਸੂਰ ਵਿਭਾਗਾਂ ਦੇ ਸ਼ੁਖ਼ਾਂ,		
	मन्त्रिमटकान, एंग्लाम आने गणिवाला व एविवेट, सन्त्रीमका से जीव कार्य व एविवेट,		
	a chur e ghansa		
3	मदत्त मिथुः जे गिरुतम स ² म अवे मधुष्य बिधवी वागिमतद्		
	धेन अवत वागस्तद, धेन व जन्म सिन्दा		
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fairs-	मतवान्त्री विद्वमान स्टिन मिले कार्यत्र के का		
2 गॅनिग्त स	ਸਰਕਾਰੀ ਵਿਫ਼ਾਬਾਂ ਵਿੱਚ ਸਿੱਧੀ ਰੁਫਰੀ ਦੇ ਕੋਟੇ ਦੀਆਂ ਖਾਲ <u>ੀ ਪਉਆਂ ਆਯਾਨੀਆਂ ਹੋ ਨਿਅਕਾਰ ਕੀ</u> ੜੇ ਸਾਣ ਵਾਲੇ ਥੁਕਸਚਾਰੀਆਂ ਦੀਆਂ ਸਿੰਘਾ ਸ਼ਹਤਾਂ ਵਿੱਚ ਸੱਧ ਕਰਨ ਸੰਗੀ।		
	States and second		
ਸਰਕਾਰ (ਸੈਂਨੂੰ ਆਪ ਦਾ ਸਿਆਨ ਉਪਰੋਕਰ ਵਿਜੇ ਵੱਲ ਦਿਵਾਉਣ ਅਤੇ ਇਹ ਸ਼ਹਿਣ ਦੀ ਹਦਾਇਤ ਹੋਈ ਹੈ ਕਿ ਬੇਜ਼ਾਰ ਲੋਂ ਵਿੱਡੀ ਸੈਜਮ ਚੱਖਦੇ ਹੋਏ ਪੜ੍ਹੋ- ਇਥੇ ਬੇਟੁਜਗਾਰ ਨੇਸਵਾਨਾਂ ਨੇ ਸ਼ੁਰਕਾਰ ਹੈ ਜੱਖਣ ਦੀ ਹਦਾਇਤ ਹੋਈ ਹੈ ਕਿ ਬੇਜ਼ਾਰ		
ਜਾਰ ਦੇ।	All the first sector of the se		
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the second of the	2 DE 1/204 /2/110 ADM		
1, 1737-	ਨ ਨੇ 7/204/2012-ਸਵਿਸ਼//60, ਸਿਹੀ 15-1-2015 ਜਾਰੀ ਪੰਜਾਬ ਨੇ ਲਈ (ਵੱਡ ਸਿਰਤਾ ਵਰੋਂ ਜਾਰੀ 1, ਦੋ ਸਥਿਪਤ ਤੁਲਾਂ ਵਿੱਚ ਸੰਧ ਕੀਤੀ ਗਈ ਹੈ।		
2.			
หนังสา ปร	ਉਪਵੇਕਰ ਨੋਵੀਡਿਡੋਸ਼ਨ ਰਾਜੀ ਕੀਗੀਆਂ ਸਭਾ ਉਪਰੇਡ ਮਿੱਜੀ ਫਰੇਟੀ ਹੋ ਗਨਪਾਜ ਦੇਵ ਸਪੈਨੀ ਹੋਠਾਂ ਪ੍ਰਾਨਸਾਰ ਗੀ:-		
	7 2 2 2 2 2 4 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
1)	विंधी बरानी किर्मन अस्त है		
	ਸਿੱਖੀ ਡਰਤੀ ਉਪਰੇਤ 2 ਸਾਲ ਦੇ ਪੁਰਾ ਚਾਲ ਦੇ ਸਮੇਂ ਦੇ ਦੱਸਾਨ ਸੀਤ ਉਸ ਪਟਾਟ ਜਾਲ ਦੇ ਸਮੇਂ ਦੇ ਪੇਕਰ ਕੋਈ ਇਸ ਵਿੱਚ ਵਾਬਾ ਕੀਤਾ ਗਿਆ ਹੋਵੇ, ਚਰਮਧਾਰੀ ਨੇ ਕਿਸਟੀ ਸਾਲ ਦਾ ਸਿੰ		
	파로에 유 않 방문 Emand · · · · · · · · · · · · · · ·		
	Uninimum of the Paul Barty A		
1	(Minimum of the Fay Band) ਦੇ ਮਹਾਬਰ ਹੋਵੇਗੀ ਅਤੇ ਪਾਰਮ ਵਾਲ ਸੀ। ਦੌਰਾਨਾ ਉਮ ਨੂੰ ਗਰੇਡਾ ਪ੍ਰੋ. ਸਾਲਾਨਾ ਤਫ਼ੱਬੀ <u>ਜਾਂ</u> ਹੋਰ ਨੂੰਈ ਡੱਡੇ, ਸਿਥਾ <u>ਰੇ ਸਫ਼ਤੀ ਸੱਤੇ ਦੇ</u> , ਮਿਲਦਾਹੋਗ ਨਹੀਂ ਹੋਰਨਾਂ, ਉਮ ਨੂੰ ਗਰੇਡਾ ਪ੍ਰੋ.		
1/1	ਬੋਟੇਸ਼ ਕਾਲ ਦਾ ਸਮਾਂ ਸਕਰਕਾਪੂਰਕਰ ਮੁਨੇਸ਼ਤ ਹੋਰ ਦੇ ਉਸ ਨੂੰ ਉਸ ਪਾਤਾਸੀ ਦੇ ਮਿਲਦਾਮੋਨਾ ਪ੍ਰੋਹੀਵ ਦੀ ਘਣਿ-ਘੱਟ ਕਨਬਾਰ, ਸ਼ਾਇ ਗੋਰੋਡ-ਸੇ, ਦੇ ਸ਼ੁਰੂ ਮੁਸ਼ੇ 10 ਪੁਰੇ ਵੱਧੋਂ ਸਿੰਘ ਸ਼ਾਸੀ ਦੇ ਮਿਲਦਾਮੋਨਾ ਪ੍ਰੋਹੀਵ ਦੀ		
	ਅਤਿ-ਘੱਟ ਸਨਪਾਸ, ਸਮੇਂਡ ਸਵੇਡ-ਪੇ, ਤੋਂ ਸ਼ੁਰੂ ਕਰਦੇ ਹੋਏ ਪੂਰੇ ਵੱਧੇ ਪਿਲਾਰਾਜੀ ਹੋ ਮਿਲਾਰਜਿੰਦ ਪੋ-ਮੈਂਡ ਦੀ		
.10	Will Blar prove and and an		
	, ਇਹ ਕਾਲ ਦਾ ਗਏ, ਅਤੇ ਜੇਕਰ ਇਸ ਸੰਮੇ ਵਿੱਚ ਲੱਗੇ ਵਾਸ਼ ਕੀਤਾ ਗਿਆ ਹੈ ਤਾਂ ਉਹ ਦੀ ਇੱਕ ਦਾ ਹੈ, ਸਨਸਾਹ ਦੇ ਲਾਇਸ ਸੰਸੇਰ ਵਿੱਚ ਹੈ। ਸਰਨ ਦਾ ਸ਼ਰੀ ਦੀ ਇਹਿਤ		
	मरुगाव हे इसीमा प्रवेस बिंध थे। तुबह कु तारों की शिक्षित मावेदरा,		
	אמד משאטיבו עודאי מו גובות שיייני לא ג		
	ਸਿੰਬਣ ਕਰਮਚਾਈ ਪਹਿਲਾਂ ਦੀ ਪੇਸ਼ਾਸ ਸੁਰਕਾਰ ਵਿੱਚ ਨੰਕਰੀ ਕਰ ਨਿਰਾ ਸੀ ਬਾਣਾ ਉਸ ਦਾ ਕਿਸੇ ਅਧਾਨਮੇ ਤੇ ਕੀਅਨ (Lion) ਹੈ ਤਾਂ ਉਸ ਨੂੰ ਨਵੀਂ ਆਦਾਸੀ ਦੇ 100 ਗਾਲ ਸੀ ਚੋਹਾਨ ਉਸ ਪਹਿਲੀ ਕਾਸ਼ਾਜੀ, ਜਿਸ ਉਪਰ ਉਸ ਦਾ ਸੀਅਨ ਹੈ, ਵਾਲੀ ਕਨਬਾਰ ਇਕਸਰੀਸ ਸੰਦਰ		
	ਉਹ ਦਾ ਲੀਅਨ ਹੈ, ਵਾਲੀ ਤਨਬਾਰ ਮਿਲੇਟਰੱਗ ਹੋਵੇਗੀ;		
	नहरूकाची ही प्रदान सन्ह रही तैरा <u>ज ਉन हि</u> एँ सीहरतीत वैद्वतीप्रपुरची चेतपड़ प्रदोन प्रधीस ज्यार विद्वेवर प्रतने हिम गर्भवी सावराज प्रहीं हरूएर प्रेसिंग हेफ्ल जी हैंदेर		
5÷	ਸ਼ਿੱਢੇਗਾ ਅਤੇ ਇਸ ਸਮੇਸ਼ੀ ਸਰਕਾਰ ਵਲੋਂ ਸਨਦਾ ਸ਼ੇਰਿੰਗ ਵੇਸਟ ਦੀ ਦਿੱਤਾ ਜਾਵੇਗਾ। ਤਿਵੇਗਾ ਅਤੇ ਇਸ ਸਮੇਸ਼ੀ ਸਰਕਾਰ ਵਲੋਂ ਸਨਦਾ ਸ਼ੇਰਿੰਗ ਵੇਸਟ ਦੀ ਦਿੱਤਾ ਜਾਵੇਗਾ।		
4.	ter manfarat webard a		
araliaast/8	ਇਹ ਸਦਾਇਤਾਂ ਨਰਕਾਰੀ ਵਿਭਾਗਾਂ ਦੇ ਨਾਲ-ਨਾਲ ਪੁਦ ਸੁਪਰਿਆਰ ਘਰੀ ਅਰੰਦ ਸਰਯਾਗੇ ਗੇਜ਼ਾਮਣਾ, ਸ਼ਾਂ, ਨੀਮ-ਨਾਰਕਾਰੀ ਘਦਾਇਆਂ, ਕਮਿਜਨਾਂ, ਟ੍ਰਿਤਿਊਨਲਾਂ, ਮਹਿਕਾਈ ਮੰਜਧਾਰਾਂ, ਸੇਸ਼ਾਪਿਟੀਆ, ਵਿਭਾਗ ਅਤੇ ਪੈਦਾਇਤੀ ਰਾਜ ਵਿਭਾਗ ਦੇ ਮੁਲਾਇਤਾਂ ਦੇ ਸ		50
मधारुव मनवार	ਕਿਡਾਰ ਅਤੇ ਵਿਭਾਇਰੀ ਗੁਰਸਟਿਆਂ, ਕਰਿਸ਼ਨਾਂ, ਟ੍ਰਿਊਰਿਡਾਂ, ਸਹਿਕਾਟੀ, ਸੋਸਥਾਰਾਂ, ਸੋਸਥੀਟੀਆਂ, ਕਿਡਾਰ ਅਤੇ ਵਿਭਾਇਰੀ ਤੁਪਸ ਵਿਭਾਗ, ਦੇ ਸਦਾਓਰਪਾਂ ਹੋ ਵੀ ਲਾਗੂ ਰੋਗਜ਼ੇਪਿਆਂ, _ ਪੰਜਾਬ ਰੋਗਟਰ		11003
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	of feet anations have been a feet a feet a		
	ਜੋ ਇਨ੍ਹਾਂ ਆਬਾਰਿਆਂ,/ਸਮਾਨਾ ਵਿੱਚ ਸਿੱਥੇ ਪ੍ਰਤਿਸ਼ਾਂ ਹੀ ਪੰਜਾਬ ਸਿਰਫ ਸ਼ਹੀਵੀਆਂ ਹੁਣ ਆਪਣੇ-ਆਰਾ (Amonomically) ਲਾਗੂ ਰੋਡਗੀਆਂ ਜਾਰੇ ਜਿਹੜੇ ਅਵਾਰਿਆਂ ਵਿੱਚ ਪੰ ਨਸੀਂ ਹੁੰਦੇ, ਉਹ ਸਵਧਾਰੇ ਆਪਣੇ ਹੁਨਾਂ ਵਿੱਚ ਇਨ੍ਹਾਂ ਬਦਾਵਿਤਾਂ ਅਹੁਸਾਰ ਲੋਕੀਦੀ ਇਹ ਨੋਵੀਬਿਵੇਸ਼ਨ ਦਾ ਨੇਜ਼ਰੀ ਜੋ ਬਾਲੂ ਬਣਤਗੇ।	अत रूपुर वह, चैंकू किंच पित तेता तथा सिमस <u>मतविद्वित तुष्ठत रूपु</u> त <u>वर्ष तिम मयेगी तथा तोड</u> ी वाले	
	4. (EDitri ante Grier anna	+ al.	
	4. ਪੰਜਾਬ ਰਾਜ ਬਿੰਦ ਡਰਡੀ ਅਰਨ ਸਬੰਧੀ ਇਲਾਰ ਵਲੋਂ ਨਮੇਂ-ਸਏ ਹੋ ਜਾ ਇਸ ਸਬੇਧੀ ਪਹਿਲਾਂ ਹੀ ਨਿਰਬਾਰਤ ਕੀਤੇ ਗਏ ਪ੍ਰੋਸ਼ਿਕਰ ਵਿੱਚ 6 ਦੀ ਕਰਾਇਡੀ ਨਹੀਂ ਹੋਵੇਰ ਜੋਂ ਪਹਿਲਾਂ ਸਰਕਾਰ ਵੀਆਂ ਪਹਿਲਾਂ ਹੀ ਜਾਰੀ ਕੀਤੀਆਂ ਹਰਾਇਰਾਂ ਬਨੁਸਾਰ ਪ੍ਰੋਸ਼ੇਜ਼ਰ ਅ ਪ੍ਰਵਾਨਗੀ ਪ੍ਰਾਪਤ ਕਰਨੀ ਸਕੀਨੀ ਜਨਾਰੀ ਦਾਵੇਗੀ।	ਹੀ ਕੀਨਮੈਅਰੇ ਗਈਆਂ ਚਦਾਇਰਾਂ ਅਤੇ ਜੀ ਅਤੇ ਕਿਸੇ ਕਿਸਸ ਦੀ ਭਰਤਾਂ ਕਰਨ ਪਣਾਉਂਦੇ ਹੋਏ ਸਸਕੱਬ ਅਧਾਨਿਟੀ ਦੀ	
	5. ग्रेंपाली विकास कहा साहित्य हेला 1		
	 ਪ੍ਰਤੰਧਾਗੀ ਵਿਸ਼ਾਬਾਂ ਵਲੋਂ ਉਪ8ਕੁੱਡ ਪ੍ਰੋਟਾ-3 ਅਨੁਸਾਰ ਉਨ੍ਹਾਂ ਸ਼ਹੀਸ ਵੈਸ਼ੀਡੋਲਾਂ ਦੀ ਪਾਲੇਡਾ ਸਕੀਨੀ ਬਣਾਈ ਜਾਵੇਗੀ। 	ਨ ਆਉਂਦੇ ਪਰਦਾਰਿਆਂ ਲਈ ਇਨ੍ਹਾਂ	
	6. feet and a feeter to an a	91 S	
	গ্রিখ নগাঁ। এন্ডার মিরজ মর্বান্ধির (র্রারীসার হর্ডার) ট দু বিষ্ট্রিরি ট্রন্থা ভার রেড নগাইন রী, মহান নাজন রাহিঁ। রাজা নিবার্কা ই জন্মন -	<u>िताबीव</u> ा के अध्युप्त संदी संवेशा ही बिकिस संदी से।	
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	्रे. गुनुव सिंधी वर्धिकरत, गुनुभ गर्थनर भाई फ़ॉगंबी म्वर्टलन,	ਪੈਜਾਬ ਸੰਗਰਾਰ।	
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Important

- 1. Applications, which are incomplete/ not on the prescribed form/ received after the last date/ received without prescribed application fee shall not be considered. The University shall not be responsible for any postal delay or loss in transit.
- 2. In service candidates should apply through proper channel.
- 3. For posts at Sr. No.1 to 5, number of posts can be increased or decreased
- 4. **For posts at Sr.No.1 to 5**, the minimum age of entry is 18 years and retirement age is 60 years.
- 5. For posts at Sr. No.1 to 5 age not less than 18 years and not more than 37 years as on 1.1.2016.
- 6. The candidate must fulfill the requisite qualifications by the last date of receipt of applications i.e. **8.12.2016.**
- 7. While making any correspondence with reference to the above recruitment, the candidate must mention his/her contact number.
- 8. All the candidates should attach photo copies of their qualifications(Detail Marks Cards), experience and other relevant documents failing which no mark(s) (wherever applicable) will be awarded to them and they can also be declared ineligible for the post in absence of these documents.
- 9 Pay scales and other service conditions for the above posts wherever applicable will be governed as per Punjab Government's notification No.7/204/2012-4FP1/60 dated 15.1.2015 and circular No.7/204/2012-4FP1/66 dated 15.1.2015 and any other instructions issued by Punjab Government from time to time in this regard.
- 10. Though every care has been taken, yet any mistake crept inadvertently is subject to correction.

Sd/-Registrar Punjab Agricultural University

1. Assistants at KVKs (reserved for SC/BC category) in the scale of Rs.9300-34800+Rs.4200 GP

Essential:

- 1. A Bachelor's degree from a recognized university
- 2. Working knowledge of Computer.
- 3. Knowledge of Punjabi upto Matric level.
- 4. Age not less than 18 years and more than 37 years.

Selection Procedure:

The selection to the post of Assistant may be made through written test. A paper of 80 marks comprising Punjabi, English, Arithmatic and General Knowledge of Matric standard consisting of 20 marks of each paper shall be prescribed. The candidates will have to qualify the written test with at least 60% marks in aggregate but minimum 40% marks in each subject. The candidates will further be required to take a practical test of 10 marks for operation of computer and working knowledge regarding Microsoft windows including Microsoft word and those qualifying the same with atleast 4 marks shall be eligible for selection. The candidate having passed the written test with the above aggregate and having passed the computer test shall be eligible for selection. The merit list of the candidates to be selected for appointment shall be prepared on the basis of aggregate marks obtained by them in the written/ practical test and out of 10 marks will be calculated according to percentage of marks obtained in graduation. Interview will not be conducted.

- **Note**: 1. The appointment to these posts shall be co-terminus with the schemes in which these posts are provided.
 - 2. The above posts are non promotional and inter KVKs transferable.
 - 3. Reservation as per rules.
 - 4. Age relaxation shall be as per Punjab Govt. Rules.

2. Clerk (reserved for SC/BC category) in the scale of Rs.10300-34800+Rs.3200 GP with initial pay scale of Rs.13500/-

- i) Bachelor's degree from a recognised University or institution; and
- ii) Possesses at least one hundred and twenty hours course with hands on experience in the use of Personal Computer or Information Technology in office Productivity applications or Desktop Publishing applications from a Government recognized institution or a reputed institution which is ISO 9001, certified.

Or

Possess a Computer Information Technology course equivalent to 'Ó' level certificate of Department of Electronics, Accreditation of Computer Courses (DOEACC) of Govt. of India

- iii) Knowledge of Punjabi upto matric.
- iv) Typing speed of 30 w.p.m. in English and Punjabi.
- v) Age not less than 18 years and not more than 37 years as on 1.1.2016.

Age relaxation:

- **Note 1:** Schedule Caste/Backward Class persons as per government instructions .
- **Note: 2** The selection to the post of Clerk will be made through written test or 100 marks comprising of Punjabi, English, Arithmatics of Matric standard and General Knowledge consisting of 25 marks of each paper shall be prescribed. The candidates will have to qualify the written test with atleast 60% marks in aggregate but minimum 40% marks in each subject. The candidate having passed the written test with the above aggregate shall be required to qualify the type writing test in English and Punjabi with a speed of 30 w.p.m. on computer before his/her appointment. The merit list of candidates to be selected for appointment shall be prepared on the basis of aggregate marks obtained by them in the written test and having passed the type test both in English and Punjabi but interview will not be conducted.
- **Note 3:** The reservation for SC/BC will be given according to Punjab Govt. reservation policy.
- Note 4: <u>The pay of the incumbent shall be regulated in terms of Punjab Government's</u> notification circular No.7/204/2012-4FP1/66 dated 15.1.2015

3. Messenger in the pay scale of Rs. 4900-10680+1650/- grade pay (reserved for SC/BC categories).

- i) Matriculation
- ii) Knowledge of Punjabi upto Matric level.
- iii) Two years' experience as Field/ Lab.Helper in the relevant field. Or

Five years experience as Junior Field /Lab. Helper in the relevant field.

Or

Worked for 10 years as DPL in the relevant field.

- iv) Age 18 to 37 years (relaxation in age as per reservation rules of Punjab Govt.).
- **Note:** i) Applicant shall have to take a written test of matric level (Math & Punjabi with 50% marks for each subject).
 - ii) The candidate having higher qualification will be preferred.
 - iii) Experience of DPL will be confirmed from the concerned HOD/ Station Director by the Controlling Officer.
- **Note 2** The pay of the incumbent shall be regulated in terms of Punjab Govt. Circular No. 7/204/2012-4 FP.1/66 dated 15.1.2015.

The following selection criteria and the corresponding allocation of marks for the said post(s) has been decided as under :

Educational qualifications, written test and experience: Maximum marks 100

Weightage of each component of Selection criteria :

Matric	60 marks
10+2	10 marks
Written test	20 marks
Experience	10 marks

The further break up is as under:				
Qualifications				
Matric 10+2				
% Marks obtained	Score	% Marks obtained	Score	
35<50	45	35<50	4	
50<65	50	50<65	6	
65<80	55	65<80	8	
80 and above	60	80 and above	10	

Award of score for experience (over and above essential qualification):

For experience as DPL ½ number/year and for Jr.Field/Lab.Helper & Field/ Lab.Helper, 1 (one) number/ year will be awarded

4. Cook-cum-Chowkidar in the pay scale of Rs. 4900-10680+1650/- grade pay (reserved for SC category).

- i) Matric with Punjabi
- ii) Should possess 3 years experience for preparation of Indian and continental meal befitting the status of VIPs and VVIPs.
- iii) Age 18 to 37 years (relaxation in age as per reservation rules of Punjab Govt.).
- **Note:** i) Applicant shall have to take a written test of matric level (Math & Punjabi with 50% marks for each subject).
 - ii) The candidate having higher qualification will be preferred.
 - iii) Experience of DPL will be confirmed from the concerned HOD/ Station Director by the Controlling Officer.
- **Note 2** The pay of the incumbent shall be regulated in terms of Punjab Govt. Circular No. 7/204/2012-4 FP.1/66 dated 15.1.2015.

The following selection criteria and the corresponding allocation of marks for the said post(s) has been decided as under :

Educational qualifications, written test and experience: Maximum marks 100

Weightage of each component of Selection criteria :

Matric	60 marks
10+2	10 marks
Written test	20 marks
Experience	10 marks

The further break up is as under:

Qualifications			
Matric 10+2			
% Marks obtained	Score	% Marks obtained	Score
35<50	45	35<50	4
50<65	50	50<65	6
65<80	55	65<80	8
80 and above	60	80 and above	10

Award of score for experience (over and above essential qualification):

For experience as DPL ½ number/year and for Jr.Field/Lab.Helper & Field/ Lab.Helper, 1 (one) number/ year will be awarded

5. Beldar in the pay scale of Rs. 4900-10680+1650/- grade pay (reserved for SC categories).

- i) Matriculation
- ii) Knowledge of Punjabi upto Matric level.
- iii) Two years' experience as Field/ Lab.Helper in the relevant field. Or
 Five years experience as Junior Field /Lab. Helper in the relevant field.
 Or
 Worked for 10 years as DPL in the relevant field.
- iv) Age 18 to 37 years (relaxation in age as per reservation rules of Punjab Govt.).
- **Note:** i) Applicant shall have to take a written test of matric level (Math & Punjabi with 50% marks for each subject).
 - ii) The candidate having higher qualification will be preferred.
 - iii) Experience of DPL will be confirmed from the concerned HOD/ Station Director by the Controlling Officer.
- **Note 2** The pay of the incumbent shall be regulated in terms of Punjab Govt. Circular No. 7/204/2012-4 FP.1/66 dated 15.1.2015.

The following selection criteria and the corresponding allocation of marks for the said post(s) has been decided as under :

Educational qualifications, written test and experience: Maximum marks 100

Weightage of each component of Selection criteria :

Matric	60 marks
10+2	10 marks
Written test	20 marks
Experience	10 marks

The further break up is as under:

Qualifications			
Matric		10+2	
% Marks obtained	Score	% Marks obtained	Score
35<50	45	35<50	4
50<65	50	50<65	6
65<80	55	65<80	8
80 and above	60	80 and above	10

Award of score for experience (over and above essential qualification):

For experience as DPL ½ number/year and for Jr.Field/Lab.Helper & Field/ Lab.Helper, 1 (one) number/ year will be awarded