

Subject:- Applications are invited for recruitment to the post of Assistant Directors on contractual basis as per the Outsourcing Policy of the State Government Part-II and as per the details given below:-

1	Name and number of posts	(i) Assistant Director (Technical) - 1 No. (ii) Assistant Director (Misc) - 1 No.
2	Mode of recruitment	As per provisions contained in the Govt. Outsourcing Policy Part-II notified vide letter no. 16/7/2015-ISD-II dated 06.04.2015 and No.16/7/2015-3GS II dated 09.06.2016
3	Type of employment	Purely on contractual basis initially for a period not exceeding one year or till regular selected candidates are appointed whichever is earlier.
4	Pay scale/ Emoluments	50% of the initial pay (pay in the Pay Band + Grade Pay + DA as admissible from time to time) of fresh entrant regular employee after 01.01.2006 subject to minimum of Rs.8100 per month or as fixed by the State Govt. (in general Administration Department) from time to time or at DC Rate of concerned District, whichever is higher-As per provisions contained in the Govt. Outsourcing Policy part-II and as amended from time to time.
5	Age limit	As per Haryana Government Instructions
6	Essential Educational Qualifications for the posts	(i) 1 st Class Bachelor's Degree in Mechanical/ Production Engineering/ Textile Engineering/ Electrical Engineering from a recognized university/ Institute. (ii) Knowledge of Hindi upto Matric Standard. (iii) One year experience in procurement of Stores in Government Department/ Government Agency at a minimum level of rank of Assistant Engineer/ Assistant Executive Engineer/ Sub Divisional Engineer.
7	Posting place	Directorate of Supplies & Disposals, Haryana, Panchkula
8	Mode of selection	Subject to fulfilment of Essential Education Qualifications for the post as mentioned in Para 5 above, a transparent selection process as per details given below shall be followed:

Selection Criteria/ Methodology for the recruitment to the 2 Nos. posts of Assistant Director on contractual basis as per the Outsourcing Policy Part-II

Sr. No.	Criteria	Details
1	Total assessment score	: 100 marks
2	Out of the total score of 100 marks, score earmarked for academic performance/experience over and above the minimum eligibility criteria	: 70 marks
3	Out of the total score of 100 marks, score earmarked for subject/procurement knowledge assessment through interview	: 30 marks
4	Criteria for appraisal for academic performance/ experience over and above the minimum eligibility criteria (for 70 Marks as at Sr. No.2 above) may be as under: (a) On the basis' of marks obtained in 10+2 class over and above 60%:- (i) Above 60% but less than or equal to 65% = 2 Marks (ii) Above 65% but less than or equal to 70% = 2 Marks (iii) Above 70% but less than or equal to 75% = 2 Marks (iv) Above 75% but less than or equal to 80% = 2 Marks (v) Above 80% = 2 Marks (b) On the basis' of marks obtained in Bachelor's Degree in Engg over and above the minimum required as per education qualifications i.e. 60%:- (i) Above 60% but less than or equal to 65% = 5 Marks (ii) Above 65% but less than or equal to 70% = 5 Marks (iii) Above 70% but less than or equal to 75% = 5 Marks (iv) Above 75% = 5 Marks (c) On the basis of additional higher qualification say M.E./ MBA:- (i) Additional higher qualification say M.E./ M.Tech/ MBA: 20 marks (d) On the basis' of experience possessed over and above one year: (i) Above 1 year but less than or equal to 1.5 years = 5 Marks (ii) Above 1.5 years but less than or equal to 2 years = 5 Marks (iii) Above 2 years but less than or equal to 2.5 years = 5 Marks (iv) Above 2.5 years = 5 Marks	: Total maximum marks = 10 : Total maximum marks = 20 : Total maximum marks = 20 : Total maximum marks = 20

All the eligible candidates are requested to submit their application in the prescribed format (Annexure-A) and should reach only by registered/ speed post mentioning "Application for recruitment for the post of Assistant Director on contractual basis" on the envelope to this office by 31.10.2016 upto 03:00 P.M.

Additional Director (Admin)
Supplies & Disposals, Haryana

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Annexure-A

Format

Application Form for recruitment to the post of Assistant Director (Technical)/ Assistant Director (Misc.) in Supplies & Disposals Department, Haryana

Form No. _____ (for office use)

1. Name of the Candidate: _____
2. Father's Name: _____
3. Mother's Name: _____
4. Date of Birth : ___/___/___ (DD/MM/YYYY)
5. Age as on 01.10.2016 (on the first day of month of issue of advertisement) : _____
6. Gender : Male / Female (please tick)
7. Bank Account No : _____
8. Name of the Bank: _____
9. IFSC Code: _____
10. Aadhaar No. of the Candidate: _____
11. Permanent Address: _____

12. Correspondence Address: _____

13. Mobile _____, e-mail _____
14. Educational Qualification:-

Paste your recent passport size photo with signature on it.

Sr. No.	Qualification	Subject/ Branch	Year of passing	Board/ University	Marks obtained/ total marks	Percentage obtained
1	10 th					
2	10+2					
3	Bachelor Degree in Engg.					
4	Higher qualification (M.E./ M.Tech/ MBA) if any					
5	Any other qualification					

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15. Working experience from current to past:-

S. No.	Name of the Department/ Govt. Agency	Name of the post	From	To	Scope of work
1					
2					
3					

16. Category of the Candidate _____ Gen/ SC/ BC/ Minority/ Others

17. Haryana Resident: _____ (Yes/ No)

18. Are you Person with disability: _____ (Yes/ No)

DECLARATION:

I hereby certify that the entries made by me in application form are correct and I have not concealed or misrepresented any information in any column.

(Signature of the Candidate)

Checklist for Annexures:-

1. Two passport size photographs
2. Self certified copy of Aadhaar Card
3. Self certified copy of 10th Class Certificate for the purpose of Age
4. Self certified copy of 10+2 Class Certificate
5. Self certified copy of Bachelors Degree in Engineering containing percentage/ marks obtained
6. Self certified copy of higher qualification obtained
7. Self certified copy of experience certificate on the relevant eligibility

Note:- Last date of receipt of application complete in all respect is 31.10.2016 upto 03:00 P.M. in this office

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