

**DEPUTY COMMISSIONER OFFICE DISTRICT KULLU, HIMACHAL PRADESH.**

**SPECIAL RECRUITMENT DRIVE**

No.KLU/EA/2016: 2365-76 Dated, Kullu the 26-11-2016

**ADVERTISEMENT No. 01/2016**


Application on the prescribed form as per Annexure-I are invited for filling up one post of Clerk (on contract basis), reserved for Hearing Handicapped in the pay scale of Rs.5910-20200+1900 G.P. under the establishment of this office from amongst the Persons with Disabilities of Himachal Pradesh only. Applications complete in all the respects must reach the undersigned on or before 31/01/2017. For the applicants presently residing in Tribal areas of Himachal Pradesh, the last date for submission of applications is 28/02/2017. The qualification and other terms and conditions for the said post are as under:

Sr. No.	Name of post	No. of post	Post reserved for	Scale of pay			Qualifications
				Pay Band	G. Pay	Fixed Contractual Amount	
1.	Clerk(On contract basis)	01	OBC Hearing impaired Handicapped	5910- 20200	1900	7810	Essential: I. Should have passed 10+2 examination or its equivalent from a recognised board of School Education / University. II. Should possess a minimum speed of 30 WPM in English Typewriting or 25 WPM in Hindi Typewriting on computers III. Should have the knowledge of word processing in Computer as prescribed by the Recruitment Authority. IV. Desirable: "Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh".

\*OBC- Other Backward Class.

**Instruction/Other Conditions:**

1. Candidate should not be less than 18 years and more than 45 years of age.
2. Applicants already in service must send their applications through proper channel.
3. Candidates should be the domicile of Himachal Pradesh.
4. Candidate can obtain application form free of cost from the O/O the Deputy Commissioner, District Kullu, H.P. or can download it from the District Kullu website [hpkullu.nic.in](http://hpkullu.nic.in)
5. Application received after due date will be rejected without any intimation to the candidate.
6. The Deputy Commissioner, Kullu reserves the right whether to fill or withdraw the advertised post.
7. Any further information about the qualification or job requirements can be taken from the office of the Deputy Commissioner, Kullu: H.P.

  
(Yunus)

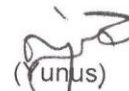
**Deputy Commissioner Kullu**

Tel: 01902-222727

e-mail: [dc-kul-hp@nic.in](mailto:dc-kul-hp@nic.in)

Endst. No. As above: 2365-76 /EA Dated: 26-11-2016.

1. The Additional Chief Secretary (Revenue) to the Government of H.P. Shimla-2.
2. The Divisional Commissioner, Mandi Division at Mandi, H.P.
3. The Labour Commissioner-cum-Director, Special Employment Exchange for Physically Handicapped, Directorate of Labour Employment, H.P., New Himrus Building, Shimla-1. He is requested to sponsor the names of suitable candidates for the above post to this office on or before 31-01-2017.
4. All the Deputy Commissioner in H.P.
5. The Director, All India Radio, Shimla-4 with the request to announce advertisement on the News Bulletins.
6. The Director, Information and Public Relations, H.P. Shimla-2.
7. All the Sub Divisional Officers(C) in Kullu District.
8. The District Revenue officer, Kullu.
9. All the District Welfare Officer in H.P.
- ✓ 10. The District Information Officer, Kullu, with the request to host the advertisement alongwith Annexure- 1 on [hpkullu.nic.in](http://hpkullu.nic.in) website.
11. The District Public Relation Officer, Kullu, District Kullu, H.P. for wide publicity. He is requested to publish the advertisement in two leading News Papers on DAVP rates.
12. The Editor in Chief, Giriraj, H.P Shimla for publish the advertisement in Giriraj.

  
(Yunus)

**Deputy Commissioner Kullu**

Tel: 01902-222727

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## Annexure-1

**DEPUTY COMMISSIONER OFFICE, DISTRICT KULLU, HIMACHAL PRADESH.**

**Application form for the post of Clerk meant for persons with Disabilities**

Advertisement No. 1/2016

Dated: .....

1. Post applied for: \_\_\_\_\_
2. Name in full (IN BLOCK LETTER): \_\_\_\_\_
3. Father's Name: \_\_\_\_\_
4. Date of birth: \_\_\_\_\_
5. Place of Nativity (Distt. & State): \_\_\_\_\_
6. Marital Status: \_\_\_\_\_
7. Present address to which  
Communications should be sent: \_\_\_\_\_  
\_\_\_\_\_
8. Permanent address: \_\_\_\_\_  
\_\_\_\_\_
9. Mother tongue: \_\_\_\_\_
10. Other languages known: \_\_\_\_\_
11. Whether belong to P/H category i.e.  
Hearing impaired: \_\_\_\_\_  
Certificate so attach in support there of: \_\_\_\_\_
12. Contact number: \_\_\_\_\_
13. Employment Registration Number: \_\_\_\_\_
14. Educational Qualifications, beginning with the High School Examination:

Sr. No.	Certificate/ Diploma or degree obtained	Year of study	Class with % of Marks obtained Grade	Institution/Board/ University	Field of Specialization	Remarks

(Attach attested copies of certificate in support of each degree or diploma)

15. Experience regarding previous and present employment:

Sr. No.	Employer	Post held	Pay drawn With scale	Period of employment	
				From	To

(Attach attested copies of experience certificate)

It is certified that the information furnished above is true and correct to the best of my knowledge.

Signature of the applicant

List of enclosures:

**INSTRUCTIONS FOR CANDIDATES**

1. The applications form should be filled in complete in all respects, giving correct information. Defective and incomplete applications and those with wrong or false information will be rejected.
2. Any delay in sending the application through proper channel is not the responsibility of the Deputy Commissioner office. Advance copies of the application should reach the Deputy Commissioner Office, District Kullu, H.P. within the prescribed time limit will be entertained provided the original forwarded through proper channel reaches the Deputy Commissioner office before the candidate if called for interview or "No Objection Certificate" from the employer is produced at the time of interview.
3. Candidates who fulfil the conditions to the satisfaction of the Deputy Commissioner Office shall be required to appear for interview at the Deputy Commissioner Office Kullu or such other place as may be decided by the Office, at their own cost.
4. The summoning of a candidate for interview is merely an indication of his suitability for the post but not an assurance that he will be recommended or selected or that his conditions specified in the application are accepted.
5. The Deputy Commissioner, Kullu reserves the right whether to fill or withdraw the advertised post.
6. Application should reach the office of the Deputy Commissioner, District Kullu, H.P. before 05.00 PM on the due date or the next working day, if the due date happens to be a holiday.