

Advertisement

**"HARYANA VIDHAN SABHA SECRETARIAT
CHANDIGARH
(Advertisement No. 1/2024)**

Applications are invited on prescribed format for the following posts in Haryana Vidhan Sabha Secretariat, Chandigarh. The posts may increase or decrease due to administrative reasons: -

Sr. No.	Name of Post	Number of Post
1.	Research Officer	Two
2.	Female Watch & Ward Assistant	Five
3.	Peon	Two

The applications must reach on or before 30.01.2024 to Secretary, Haryana Vidhan Sabha Secretariat, Chandigarh along with prescribed fee by registered post or in person at the counter only. Applications submitted by other than prescribed mode or incomplete shall not be entertained and will liable to be rejected without any notice/reason. Age of applicant shall not be less than 18 years or more than 42 years on the last date prescribed for submission of application. Upper age limit is relaxable in case of candidates belonging to SC/ST/OBC/Ex-Servicemen as per the Rules/Government instructions. Requisite qualification/ experience, other conditions and prescribed format may be downloaded from official website: - www.haryanaassembly.gov.in. <http://www.itcellvs@hry.nic.in>

**R.K. NANDAL,
SECRETARY**

HARYANA VIDHAN SABHA SECRETARIAT
Sector-1, Chandigarh

FOR OFFICE USE ONLY

Roll No. _____ Scrutiny By _____

APPLICATION FORM

IMPORTANT INSTRUCTIONS

1. Please read instructions/note given in advertisement carefully before filling in each column.
2. Use only Black/Blue ball pen to fill the Form.
3. A passport size photograph duly attested.
4. The name of post applied for may also indicated on the envelope.

Paste here
your stamp
size latest
photograph

Fee Details :-

D.D. No. _____ **Dated** _____ **Amount** _____

Name of Bank _____

Advt. No. _____ **Serial No.** _____ **Name of Post applied** _____

1. CANDIDATE'S NAME _____

[in capital letters as given in Class X Certificate (In English)]

2. FATHER'S/HUSBAND'S NAME _____

[in capital letters as given in Class X Certificate (In English)]

3. Date of Birth Date Month Year

4. Correspondence Address _____

5. Educational Qualifications

Educational Qualifications	Year of passing	Marks Obtained	Total Marks	% age	Division	Name of Board/University	Subject

6. Experience, if any _____

7. Whether belong to SC/ST/BC category /Ex- Serviceman _____

8. Any other information which the candidate consider relevant _____

Place: _____
Date: _____

(SIGNATURE OF THE CANDIDATE)
(Unsigned application will be rejected)

Sr. No.	Nomenclature of the post	Number of the post(s)	Pay scale of the post	Qualification/ Experience
1.	Research Officer	Two	Pay Matrix Level-7 with start of Rs.44900/- + Rs.200/- as Special Pay	i) Master Degree in any discipline or LLB (Professional) from a recognized University; ii) Matric with Hindi or Sanskrit as one of the subject or 10+2/B.A./M.A. with Hindi as one of the subjects.
2.	Female Watch & Ward Assistant	Five	Pay Matrix Level-2 with start of Rs.19900/- + Rs.60/- as Special Pay	(i) Matric; (ii) Good Physique; (iii) Knowledge of Hindi/ Sanskrit upto Matric or higher education.
3.	Peon	Two	Pay Matrix DL with start of Rs.16900/- + Rs.30/- as Special Pay	(i) Middle; (ii) Knowledge of Hindi and English

- Note: - (i) The candidate must ensure his eligibility for the post before applying.**
- (ii) The candidates already serving in any Govt. Department should apply through proper channel.**
- (iii) Applications should be accompanied by self-attested copies of the certificates etc. Incomplete applications will be rejected summarily and fee paid will not be refunded. Haryana Vidhan Sabha Secretariat will not be held responsible for any delay caused due to the Post and Telegraph Department.**

Details of Fee

Sr. No.	Category of Post	General Male Female	Female (Haryana resident)	SC/BC/EWS/ Ex-Servicemen Candidates of Haryana State	Person with Disability
1	1 & 2	Rs.500/-	Rs.250/-	Rs.250/-	No Charges
2	3	Rs.250/-	Rs.125/-	Rs.125/-	No Charges

1. The fee may be paid by way of DD in favour of Secretary, Haryana Vidhan Sabha, Chandigarh.
2. Fee once deposited against an application form is neither transferable nor refundable/adjustable.