

Annexure - M

**HARYANA SCHOOL SHIKSHA PARIYOJNA
PARISHAD, PANCHKULA**

**HSSPP EMPLOYEES
SERVICE BYE-LAWS, 2013**

HARYANA SCHOOL SHIKSHA PARIYOJNA PARISHAD (HSPSP)
PANCHKULA, HARYANA
(Society registered under Societies Registration Act, 1860)

In view of the aims, objectives and functions of the 'Parishad' as contained in the Memorandum of Association, the bye-laws regulating the recruitment and conditions of service of persons appointed/to be appointed to the service of Haryana School Shiksha Pariyojna Parishad shall be as under:-

PART-I GENERAL

Short Title and Commencement

- 1 (i) These bye-laws may be called the Haryana School Shiksha Pariyojna Parishad Service Bye-laws, 2013.
- (ii) These shall come into force on the date as decided by the Haryana School Shiksha Pariyojna Parishad.

Definitions

- 2 In these bye-laws, unless the context otherwise requires:-
 - (a) "Appendix" means an appendix to these bye-laws;
 - (b) "Appointing Authority" means the authority empowered to make appointments to any of the posts;
 - (c) "Chairman" means Chairman of the Executive Council.
 - (d) "Contractual Pay" means remuneration per month agreed to for services rendered during the period of contract;
 - (e) "Deputation" in relation to appointment means being appointed to a post in the Haryana School Shiksha Pariyojna Parishad, Panchkula or under its institutions by deputation from any department of the State Government or any Statutory Board, Government Undertaking or other Agency controlled by it, from any department of Central Government or any Statutory Board, Government Undertaking or other Agency wholly or partially controlled by the Government of India;
 - (f) "direct recruitment" means an appointment made otherwise than by promotion from within the Service or by transfer/deputation of an officer already in the Service of the Government of India or the State Government or Statutory Board/Govt. Undertaking;
 - (g) "Executive Council" means the Executive Council of the Haryana School Shiksha Pariyojna Parishad;
 - (h) "Employee" means the employee serving in the Parishad on any post/whether on deputation or on contractual basis including those on deputation and also on contract basis;

- (i) "General Council" means General Council of the Parishad;
- (j) "Government" means Government of Haryana;
- (k) "Honorarium" means a recurring or non-recurring payment granted to Parishad employees as remuneration for special work of an occasional or intermittent character;
- (l) "Parishad" means the Haryana School Shiksha Pariyojna Parishad;
- (m) "Post" means the post sanctioned by the Executive Council from time to time;
- (n) "President" means the President of the General Council of the Parishad;
- (o) "recognised university" means-
 - (i) any university incorporated by law in India; or
 - (ii) any other university which is declared by the Government to be a recognised University for the purpose of these bye-laws;
- (p) "Review Committee" means a committee constituted under these bye-laws for reviewing cases of employees who have completed ten years service so as to place them in the regular pay band and grade pay;
- (q) "State Project Director" means the State Project Director of the Parishad;
- (r) "Selection Committee" means a Committee constituted under these bye-laws for making selection for appointment to the posts mentioned in Appendix "A";
- (s) "Service" means the Haryana School Shiksha Pariyojna Parishad Service;
- (t) "Vice-Chairman" means the Vice-Chairman of the Executive Council;
- (u) "Vice- President" means the Vice -President of the General Council of the Parishad.

PART II- RECRUITMENT TO SERVICE

Number and character of Posts

- 3 The service shall comprise the posts shown in Appendix-A to these Bye-laws.

Provided that nothing in these bye-laws shall affect the inherent right of Executive Council to make additions to, or reduction in, the number of such posts or to create new posts with different designations and scales of pay, either permanently or temporarily. The position of sanctioned posts is given in Appendix-A.

Nationality, domicile and character of candidates appointed in Service

- 4 (1) No person shall be appointed to any post in the Service, unless he is:-

- (a) a citizen of India ; or
- (b) a subject of Nepal ; or
- (c) a subject of Bhutan ; or

Provided that a person belonging to any of the categories (b) or (c) shall be person in whose favour a certificate of eligibility has been issued by the Government.

- (2) A person in whose case a certificate of eligibility is necessary, may be admitted to an examination or interview conducted by the Executive Council but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government.

Age

- 5 No person shall be appointed to the post in the service by direct recruitment who is less than 18 years or more than 40 years of age or such age as fixed by the Parishad from time to time or for specific post mentioned in Appendix-B.

Provided that in the case of candidates belonging to the Scheduled Caste, Scheduled Tribes and Backward Classes, Ex-servicemen, Physically-challenged and Widows/Divorcee etc., the upper age limit shall be such as may be fixed by the Government from time to time.

Appointing Authority

- 6 Appointment to the posts in the Service shall be made by the State Project Director. Draft appointment letter is annexed at Appendix -D.

Qualification

- 7 No person shall be appointed to any post in the Service, unless he is in possession of qualifications and experience specified in column 3 of Appendix-B to these Bye-laws in the case of direct recruitment and those specified in column 4 of the aforesaid Appendix in the case of persons appointed other than by direct recruitment.

Provided that in the case of direct recruitment, the qualifications and experience shall be relaxable as per govt. instructions on this subject for the candidates belonging to the Scheduled Caste, Scheduled Tribes and Backward Classes, Ex-servicemen, Physically-challenged and Widows/Divorcee etc.

Disqualification

- 8(1) No person;
 - (a) who has entered into or contracted a marriage with a person having a spouse living ; or
 - (b) who having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to any post in the Service;

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this bye-law.

- (2) No person, who has been dismissed from the service of the Government of India or any State Government or a local authority, a Corporation or Institute, shall be eligible for appointment to any post.

Method of Recruitment

9(1) Recruitment to the Service shall be made:-

- (i) by direct recruitment on contract basis; or
- (ii) by deputation of an official possessing the prescribed qualifications and already in the service of any State Government, Government of India/Govt. Undertaking/Societies.

- (2) Contractual employee shall have to sign an agreement as specified in **Appendix-C.**

Seniority

10 Seniority, inter se of the members of the Service shall be determined by the length of continuous Service on any post in the Service:

Provided that where there are different cadres in the service, the seniority shall be determined separately for each cadre.

Provided further that in the case of a member appointed by direct recruitment the order of merit determined by the Selection Committee, shall not be disturbed in fixing the seniority.

Liability to serve and other terms and conditions

- 11(1) A member of the Service shall be liable to serve at any place within the State of Haryana. Transfer of a contract appointee will not be permitted for one place to another in any case, being institutional cadre, both at the head quarter as well as in the respective office of District Project Coordinator concerned.
- (2) Selected candidate will have to submit a certificate of his/her fitness from civil surgeon of the concerned district.
- (3) Provisions of Service Rules like Civil Services Rules, Leave Rules, General Provident Fund rules, Pension rules and Haryana Civil Service (Punishment and Appeal) Rules, 1987 etc., as are applicable in case of regular government employees, will not be applicable in the case of contract appointees.
- (4) The person so engaged shall not have any legal right claiming regularization of his service etc. in the Parishad, where he has been engaged.

Pay, leave and other matters

12(1) Pay

The details of fixed contractual remuneration, existing emoluments and scale of pay/ pay band including grade pay and entry level pay, applicable to both existing as well as new entrants, has been specified in **Appendix-A.** Contractual employee shall be given the regular pay band and grade pay after completion of five and ten years of satisfactory service as under:-

In case of existing employees:

- (a) Those who have not completed five years service on the enforcement of these bye-laws will be given entry level pay of the pay band on Government pattern plus grade pay along with 5% uniform annual increase of the pay plus grade pay. No Dearness Allowance and House Rent Allowance shall be admissible. In the eventuality of pay being

reduced in the above manner, suitable increase will be made in the entry level pay as applicable to the said post, at the level of present contractual emoluments or next stage, as the case may be, till the completion of five years of service so as to ensure that the employee is not put to any disadvantage.

- (b) Those who have completed five years satisfactory service on the enforcement of these bye-laws will be given entry level pay of the pay band on Government pattern plus grade pay plus Dearness Allowance admissible from time to time. No House Rent Allowance shall be admissible. These employees shall be given 3% annual increase of pay plus grade pay.
- (c) Those who have completed ten years satisfactory service on the enforcement of these bye-laws will be given House Rent Allowance (HRA) and other allowances, if any, as admissible on government pattern, in addition to pay including grade pay already getting as at (b) above.

In case of fresh appointees after the enforcement of these bye-laws:

- (i) Entry level pay of the pay band on government pattern plus grade pay with an uniform annual increase of 5% of the pay plus grade pay for a period of five years shall be admissible. Dearness Allowance and House Rent Allowance shall not be admissible.
- (ii) After completion of five years of satisfactory service, entry level pay of the pay band on government pattern plus grade pay plus Dearness Allowance admissible from time to time along with 3% annual increase of the pay plus grade pay. No House Rent Allowance shall be admissible.
- (iii) After completion of ten years of satisfactory service, House Rent Allowance and other allowances, if any, as admissible on government pattern shall be admissible, in addition to pay including grade pay already getting as at (ii) above.

Provided further that all the existing employees as well as new entrants shall be entitled for fixed medical allowance of Rs.500/- per month or coverage under Employees' State Insurance (ESI) Scheme, as the case may be. No medical reimbursement shall be admissible. No other allied benefits such as Senior/Selection/Assured Career Progression (ACP) scales etc. will be admissible.

Explanation:

The word 'satisfactory service' shall mean/ apart from attaining all Annual Confidential Reports of Good or above category, provided the same has been initiated and available, the integrity of person should not have been doubted and his career assessment comprising of evaluation etc. is satisfactory. However, recording of Annual Confidential Reports on the work and conduct of all the existing employees and new entrants shall be mandatory from the enforcement of these bye-laws.

The remuneration and other terms and conditions of persons, who are re-employed after retirement, shall be fixed by Vice-Chairman of the Council and approval of Executive Council will have to be sought in the subsequent meeting.

(2) Leave

The employees of the Parishad will be governed by the leave rules as decided by the Executive Council from time to time in conformity with the Government instructions issued from time to time. Maternity Leave shall be admissible to women employees on the pattern of Government as admissible to contractual employees.

(3) Travelling Allowance:

The employees of the Parishad will be admissible for travelling allowance/dearness allowance as decided by the Executive Council from time to time.

(4) Retirement related benefits & other benefits

Employees' Provident Fund and Employees' State Insurance:

Employees' Provident Fund and Employees' State Insurance Scheme shall be regulated in accordance with the decision taken by the Executive Council from time to time.

Record of Service

13 The following record of service of each employee in each group of service shall be maintained: -

- (i) Personal File
- (ii) Service Book
- (iii) Annual Confidential Reports

Role and Duties i.e. Job Profile

14 Role and Duties of Controller (Finance and Accounts), Joint Director, Deputy Director, Advisor Physical Education, Consultant, System Analyst, Legal Expert, Block Resource Coordinator, Assistant Manager, Information Manager-cum-Librarian of SSA and Addl. State Project Director, General Manager, Information-cum-Office-cum-Library Manager, Research Head, Research Manager, Research Associate of RMSA have been detailed in Appendix 'E' to these Service Bye-Laws. Role and Duties in respect of the remaining categories of employees will be decided by State Project Director in due course. However, State Project Director with the approval of Chairman of Executive Council may modify the duties and job profile in view of exigencies of service.

Selection Committee

15 The Selection Committee is meant for the selection of employees under each post, which will consist of the following members, both for SSA and RMSA:

- (1) In the case of employees, in the grade pay of Rs.4800 & above:
 - (i) Addl. Chief Secretary/Principal Secretary, Govt. of Haryana, School Education Department, Haryana-cum-Vice Chairman, Haryana School Shiksha Pariyojna Parishad, as the case may be
 - (ii) State Project Director, Haryana School Shiksha Pariyojna Parishad
 - (iii) Director General/Director, Secondary/Elementary Haryana, as decided by Vice-Chairman, Haryana School Shiksha Pariyojna Parishad
- (2) In the case of employees, in the grade pay below Rs.4800:
 - (i) State Project Director, Haryana School Shiksha Pariyojna Parishad
 - (ii) Director General/Director, Secondary Haryana, as the case may be
 - (iii) Director General/Director, Elementary Haryana, as the case may be

Final approval shall be made by Addl. Chief Secretary/Principal Secretary, Govt. of Haryana, School Education Department, Haryana-cum-Vice Chairman, Haryana School Shiksha Pariyojna Parishad, as the case may be.

Reviewing Committee:

- 16 Reviewing Committee, meant for reviewing cases of employees who have completed five and ten years service respectively so as to place them in the regular pay band and grade pay as specified in Appendix-A with further admissibility of Dearness Allowance, House Rent Allowance and other allowances as specified in Bye-Law 12(1) above, will consist of the following members:

- (i) State Project Director, Haryana School Shiksha Pariyojna Parishad
- (ii) Director General/Director, Secondary Haryana, as the case may be
- (iii) Director General/Director, Elementary Haryana, as the case may be

Extension/Renewal of service contract:

- 17 The powers for extension/renewal of service contract & other allied benefits of members of service are as below:-

- (1) In the case of employees, in the grade pay of Rs.4800/- and above:

State Project Director, Haryana School Shiksha Pariyojna Parishad shall recommend the names of employees after assessing the suitability of members of the service for extension/renewal of service contract & other allied benefits.

Final approval shall be made by Addl. Chief Secretary/Principal Secretary, Govt. of Haryana, School Education Department, Haryana-cum-Vice Chairman, Haryana School Shiksha Pariyojna Parishad, as the case may be.

- (2) In the case of employees, in the grade pay below Rs.4800/-

- (i) posted at Head Quarter:

State Project Director, Haryana School Shiksha Pariyojna Parishad shall extend/renew the service contract after assessing the suitability of members of the service & other allied benefits.

- (ii) posted in the field:

District Project Coordinator concerned shall recommend the names of employees after assessing the suitability of members of the service for extension/renewal of service contract & other allied benefits.

Final approval shall be made by State Project Director, Haryana School Shiksha Pariyojna Parishad.

Provided that in case a contract renewal is denied to an employee, the same shall be effective only with the prior approval of the Vice-Chairman of Executive Council.

Reservation Policy:

- 18(1) Instructions issued with regard to reservation & maintenance of Roster by the Government from time to time will be applicable to each employee as are applicable to Haryana Government Employees for the categories of Scheduled Caste (SC)/Backward classes (BC)/Ex-serviceman (ESM)/Physically challenged (PHC).

- (2) In the case of direct recruitment on contract basis, minimum 33% posts in each category i.e. General/Open Competition (OC), Scheduled Caste (SC), Backward Class (BC) and Physically Challenged (PHC) etc. shall be reserved for women. This reservation shall be horizontal.

Vaccination

- 19 Every member of the Service, shall get himself vaccinated and re-vaccinated if and when the State Project Director so directs by a special or general order.

Conduct Rules

- 20 Unless otherwise provided in the Service bye-laws, the Government Employees Conduct Rules, 1966 as amended from time to time by the Government of Haryana shall apply to every Group of Service.

Termination of Service

- 21 (1) The service of an employee shall be terminated by the Appointing Authority without assigning reasons at any time during the service, by giving one month notice or on payment of pay and allowances for such period as the notice falls short of one month or without notice on payment of one month pay and allowances.

Provided if such a member absents himself from duty without permission during period of notice, he shall not be entitled to receive any pay or allowances during the period of absence besides other penalties imposed by the competent authority.

- (2) The service of an employee shall be terminated by the Appointing Authority in case of insubordination, misconduct or unsatisfactory performance at any time during the service.

- (3) Unauthorized absence from the duty for more than fifteen days without the approval of the controlling officer shall be liable for the termination of the contract. Contract Appointee shall not be entitled for contractual amount for the period of absence from duty.

Development of Staff

- 22 It is of critical significance for members of service to continue expand their knowledge, practical experience and communication skills. For this purpose, the State Project Director will make efforts to sponsor them for training courses, degree courses and to increase their academic qualifications; involve them in exercises to enhance their capabilities.

Power of Relaxation

- 23 Where the Executive Council is of the opinion that the application of these Bye-laws or any particular provision thereof is likely to cause substantial hardship in the case of any individual member, it may for reasons to be recorded, relax, the operation of the Service Bye-laws or the particular provision thereof, as the case may be, to the reasonable extent. However, the Executive Council shall record reasons for granting such relaxation.

Interpretation

- 24 Whenever the provisions made in these Service Bye-laws are found to be silent, or unclear and any question arises relating to interpretation with regard thereto the matter shall be referred to the Executive Council whose decision shall be final.

Amendment

- 25 The Executive Council has the inherent right unless otherwise provided to amend the Service Bye-laws of the Parishad, from time to time, in accordance with requirements.

APPENDIX A
(See Bye-Law 3)

Sr. no	Designation of post	Number of posts	Scale of pay/pay band and grade pay	Entry Level Pay and grade pay	Fixed initial contractual remuneration of existing employees
1	2	4	5	6	
Posts in Sarv Shiksha Abhiyan (SSA)					
1.	State Project Director	1	On deputation from Government		
2.	Controller (Finance & Accounts)	1	On deputation from Finance Department		
3.	Joint Director/ Addl. Director	1	On deputation from Government		
4.	Deputy Director	1	PB-III (15600-39100 + GP 5400)	15600 + 5400	30380
5.	Executive Engineer	4	On deputation from Government		
6.	Accounts Officer	23	On deputation from Government		
7.	Section Officer	4	On deputation from Government		
8.	Adviser Physical Education	1	On deputation from Government		
9.	Consultant a) IEC b) IED c) Monitoring d) Planning e) Teacher Training f) Special Training g) Pedagogy and curriculum development h) Gender	8	PB-III (15600-39100 + GP 5400)	15600 + 5400	30000
10.	System Analyst	1	PB-III (15600-39100 + GP 5400)	15600 + 5400	30000
11.	Sub Divisional Engineer	25	PB-II (9300-34800 + GP 5400)	14880 + 5400	20250
12.	Assistant Architect	1	PB-II (9300-34800 + GP 5400)	14880 + 5400	20250
13.	Assistant Manager	2	PB-II (9300-34800 + GP 4800)	13950 + 4800	25000
14.	Procurement Officer	1	PB-II (9300-34800 + GP 4800)	13950 + 4800	25000
15.	Legal Expert	1	PB-II (9300-34800 + GP 4600)	13860 + 4600	20250
16.	Block Resource Coordinator	119	On deputation from Government		
17.	Block Resource Person a) Hindi b) Mathematics c) English d) Physics e) Chemistry f) Zoology g) Botany h) History i) Geography	595	PB-II (9300-34800 + GP 4600)	13860 + 4600	23500

	j). Political Science and Public Administration k) Psychology l) Music (Vocal, Instrumental & Music) m) Home Science n) Fine Arts				
18.	Block Resource Persons (Special Education)	238	PB-II (9300-34800+ GP 4600)	13860 + 4600	23500
19.	Computer Programmer	23	PB-II (9300-34800+ GP 4600)	13860 + 4600	20250
20.	Associate Consultant/ Assistant Project Coordinator	73	PB-II (9300-34800+ GP 4600)	13860 + 4600	20000
21.	Assistant Block Resource Coordinator	1487	PB-II (9300-34800+ GP 4200)	12090 + 4200	17000
22.	Deputy Superintendent	29	PB-II (9300-34800+ GP 3600)	10230 + 3600	15200
23.	Junior Engineer	119	PB-II (9300-34800+ GP 3600)	10230 + 3600	16200
24.	Junior Programmer	2	PB-II (9300-34800+ GP 3600)	10230 + 3600	11250
25.	MIS Coordinator	119	PB-II (9300-34800+ GP 3600)	10230 + 3600	13500
26.	Head Draftsman	2	PB-II (9300-34800+ GP 3300)	10140 + 3300	12150
27.	Accountant	31	PB-II (9300-34800+ GP 3300)	10140 + 3300	12150
28.	Accountant-cum-Support Staff	180	PB-II (9300-34800+ GP 3300)	10140 + 3300	12150
29.	Special Teacher	357	PB-II (9300-34800+ GP 3200)	9300 + 3200	10000
30.	Accounts Assistant	124	PB-II (9300-34800+ GP 3200)	9300 + 3200	10130
31.	Assistant Draftsman (Civil)	3	PB-II (9300-34800+ GP 3200)	9300 + 3200	10130
32.	Assistant	34	PB-II (9300-34800+ GP 3200)	9300 + 3200	11150
33.	Stenographer	5	PB-I (5200-20200 + GP 2800)	8370 + 2800	12150
34.	Librarian	1	PB-I (5200-20200 + GP 2800)	8370 + 2800	11150
35.	Gender Coordinator/ District Gender Coordinator	11	PB-I (5200-20200 + GP 2800)	8370 + 2800	11150
36.	Procurement Assistant-cum-Store Keeper	1	PB-I (5200-20200 + GP 2400)	7440 + 2400	11150
37.	Driver	13	PB-I (5200-20200 + GP 2400)	7440 + 2400	10130
38.	Data Entry Operator-cum-Clerk	151	PB-I (5200-20200 + GP 2000)	5960 + 2000	11150

39.	Receptionist	1	PB-I (5200-20200 + GP 1900)	5680 + 1900	10130
40.	Clerk-cum-Data Entry Operator	36	PB-I (5200-20200 + GP 1900)	5680 + 1900	10130
41.	Machine man	1	PB-I (5200-20200 + GP 1800)	5680 + 1800	9120
42.	Daftari	1	IS (4440-7440 + GP 1650)	5680 + 1650	9120
43.	Class-IV (Peon, Chowkidar etc.)	200	IS (4440-7440 + GP 1300)	4750 + 1300	7100
Posts in Rashtriya Madhyamik Shiksha Abhiyan (RMSA)					
44.	Additional State Project Director	1	On deputation from Government		
45.	Audit Officer	1	TO BE DECIDED SEPARATELY		
46.	General Manager	1	PB-III (15600-39100 + GP 5400)	15600 + 5400	30000
47.	Research Head	1	PB-III (15600-39100 + GP 5400)	15600 + 5400	30000
48.	Research Manager	1	PB-III (15600-39100 + GP 5400)	15600 + 5400	30000
49.	Research Associate	2	PB-III (15600-39100 + GP 5400)	15600 + 5400	30000
50.	Sub Divisional Engineer	7	PB-II (9300-34800 + GP 5400)	14880 + 5400	20250
51.	Research Assistant	4	PB-II (9300-34800 + GP 5200)	13950 + 5200	25000
52.	Liaison Manager	1	PB-II (9300-34800 + GP 4800)	13950 + 4800	20000
53.	Project Coordinator	3	PB-II (9300-34800 + GP 4800)	13950 + 4800	25000
54.	Assistant Project Coordinator	21	PB-II (9300-34800 + GP 4600)	13860 + 4600	20000
55.	Information cum Office cum Library Manager	3118	PB-II (9300-34800 + GP 4600)	13860 + 4600	20000
56.	Associate Consultant	1	PB-II (9300-34800 + GP 4600)	13860 + 4600	20000
57.	Quality Initiative Coordinator	119	PB-II (9300-34800 + GP 3600)	10230 + 3600	15000
58.	Community Mobilizer	119	PB-II (9300-34800 + GP 3600)	10230 + 3600	15000
59.	Junior Engineer	36	PB-II (9300-34800 + GP 3600)	10230 + 3600	16200
60.	Deputy Superintendent	2	PB-II (9300-34800 + GP 3600)	10230 + 3600	15200
61.	Accountant	23	PB-II (9300-34800 + GP 3300)	9300 + 3300	12150
62.	Data Entry Operator-cum-Clerk	2	PB-I (5200-20200 + GP 2000)	5960 + 2000	11150
63.	Technical Assistant/ Lab Attendant	730	PB-I (5200-20200 + GP 1800)	5680 + 1800	9000
64.	Peon	4	IS (4440-7440 + GP 1300)	4750 + 1300	7100

APPENDIX B
(See Bye-Law 7)

Sr. no.	Designation and Post	Academic Qualification and experience if any, for direct recruitment	Academic qualification and experience if any, for appointment other than by direct recruitment
1	2	3	4
Posts in Sarv Shiksha Abhiyan (SSA)			
1.	State Project Director	On deputation from Government	
2.	Controllor (Finance & Accounts)	On deputation from Finance Department	
3.	Joint Director/ Addl. Director	On deputation from Government	
4.	Deputy Director	<p>(i) Post Graduate with consistently good academic record with B.Ed./M.Ed. having eight years experience of teaching at least plus two classes in recognized school/college.</p> <p>(ii) Five years experience as Deputy Director/ Assistant Director/ Sub Divisional Education Officer/ Deputy District Education Officer/ Principal of recognized Senior Secondary School or College/ Senior Specialist in SCERT/ Senior Lecturer DIETs or equivalent.</p> <p align="center">OR</p> <p>Minimum five years experience of Project Management, evaluation, coordination, micro planning in social sector projects with strong component of mass mobilization/ networking as Head of Project unit.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>Desirable: Doctorate degree in Education.</p>	<p>By deputation:</p> <p>(i) Post Graduate with consistently good academic record with B.Ed./M.Ed. having eight years experience of teaching at least plus two classes in recognized school/college.</p> <p>(ii) Five years experience as Deputy Director/ Assistant Director/ Sub Divisional Education Officer/ Deputy District Education Officer/ Principal of recognized Senior Secondary School or College/ Senior Specialist in SCERT/ Senior Lecturer DIETs or equivalent.</p> <p align="center">OR</p> <p>Minimum five years experience of Project Management, evaluation, coordination, micro planning in social sector projects with strong component of mass mobilization/ networking as Head of Project unit.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>Desirable: Doctorate degree in Education.</p>
5.	Executive Engineer	On deputation from Government	
6.	Accounts Officer	On deputation from Government	
7.	Section Officer	On deputation from Government	
8.	Adviser Physical Education	On deputation from Government	

9. a)	Consultant (IEC)	<p>(i) Post Graduate degree (with 55% marks) in Mass Communication;</p> <p>(ii) 2 years working experience in information, education and communication programmes;</p> <p>(iii) Knowledge of computer in Microsoft office, Word, Excel and Power Point;</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>Note: Preference will be given to higher qualification.</p>	<p>By deputation:</p> <p>(i) Post Graduate degree (with 55% marks) in Mass Communication;</p> <p>(ii) 2 years working experience in information, education and communication programmes;</p> <p>(iii) knowledge of computer in Microsoft office, Word, Excel and Power Point;</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>Note: Preference will be given to higher qualification.</p>
b)	Consultant (IED)	<p>(i) Post Graduate degree with 55% marks in Social Science or M.A. in Psychology with Diploma or Degree in Special Education;</p> <p>(ii) 2 years working experience;</p> <p>(iii) Knowledge of computer in Microsoft office, Word, Excel and Power Point;</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>Note: Preference will be given to higher qualification.</p>	<p>By deputation:</p> <p>(i) Post Graduate degree with 55% marks in Social Science or M.A. in Psychology with Diploma or Degree in Special Education;</p> <p>(ii) 2 years working experience;</p> <p>(iii) Knowledge of computer in Microsoft office, Word, Excel and Power Point;</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>Note: Preference will be given to higher qualification.</p>
c)	Consultant (Monitoring)	<p>(i) Post Graduate degree in Psychology or Social Sciences with 55% marks;</p> <p>(ii) At least 3 years' working experience in planning and monitoring of projects and good communication skills, besides understanding, analyzing and reporting data;</p> <p>(iii) Knowledge of computer in Microsoft office, Word, Excel and Power Point</p> <p>(iv) Matric with</p>	<p>By deputation:</p> <p>(i) Post Graduate degree in Psychology or Social Sciences with 55% marks;</p> <p>(ii) At least 3 years' working experience in planning and monitoring of projects and good communication skills, besides understanding, analyzing and reporting data;</p> <p>(iii) Knowledge of computer in Microsoft office, Word, Excel and Power Point</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as</p>

		<p>Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subjects</p> <p>Preference will be given to those who have experience of working in SSA or DPEP or educational management institutes/ organizations.</p>	<p>one of the subjects</p> <p>Preference will be given to those who have experience of working in SSA or DPEP or educational management institutes/ organizations.</p>
d)	Consultant (Planning)	<p>i) Post Graduate degree in Psychology or Social Sciences with 55% marks;</p> <p>(ii) At least 3 years' working experience in designing projects and knowledge of planning processes with good writing and communication skills</p> <p>(iii) Knowledge of computer in Microsoft office, Word, Excel and Power Point;</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subjects</p> <p>Preference will be given to those who have experience of working in SSA or DPEP or educational management institutes/ organizations</p>	<p>By deputation:</p> <p>i) Post Graduate degree in Psychology or Social Sciences with 55% marks;</p> <p>(ii) At least 3 years' working experience in designing projects and knowledge of planning processes with good writing and communication skills</p> <p>(iii) Knowledge of computer in Microsoft office, Word, Excel and Power Point;</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subjects</p> <p>Preference will be given to those who have experience of working in SSA or DPEP or educational management institutes/ organizations</p>
e)	Consultant (Teacher Training)	<p>i) Post Graduate degree in Social Sciences or other related field with 55% marks;</p> <p>(ii) At least 3 years' working experience in organizing teachers training and knowledge of planning with good writing and communication skills</p> <p>(iii) Knowledge of computer in Microsoft office, Word, Excel and Power Point;</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi</p>	<p>By deputation:</p> <p>i) Post Graduate degree in Social Sciences or other related field with 55% marks;</p> <p>(ii) At least 3 years' working experience in organizing teachers training and knowledge of planning with good writing and communication skills</p> <p>(iii) Knowledge of computer in Microsoft office, Word, Excel and Power Point;</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as</p>

		as one of the subjects Preference will be given to those who have experience of working in SSA or DPEP or educational management institutes/ organizations	one of the subjects Preference will be given to those who have experience of working in SSA or DPEP or educational management institutes/ organizations
f)	Consultant (Special Training)	<p>i) Post Graduate degree in Social Works or Sociology or Psychology or Social Sciences with 55% marks;</p> <p>(ii) At least 3 years' working experience in related areas and knowledge of planning in related areas with good writing and communication skills</p> <p>(iii) Knowledge of computer in Microsoft office, Word, Excel and Power Point;</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subjects</p> <p>Preference will be given to those who have experience of working in SSA or DPEP or educational management institutes/ organizations</p>	<p>By deputation:</p> <p>i) Post Graduate degree in Social Works or Sociology or Psychology or Social Sciences with 55% marks;</p> <p>(ii) At least 3 years' working experience in related areas and knowledge of planning in related areas with good writing and communication skills</p> <p>(iii) Knowledge of computer in Microsoft office, Word, Excel and Power Point;</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subjects</p> <p>Preference will be given to those who have experience of working in SSA or DPEP or educational management institutes/ organizations</p>
g)	Consultant (Pedagogy and Curriculum Development)	<p>i) Post Graduate degree in Social Sciences or other related field with 55% marks;</p> <p>(ii) At least 3 years' working experience in developing training materials and knowledge of planning with good writing and communication skills.</p> <p>(iii) Knowledge of computer in Microsoft office, Word, Excel and Power Point;</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi</p>	<p>By deputation:</p> <p>i) Post Graduate degree in Social Sciences or other related field with 55% marks;</p> <p>(ii) At least 3 years' working experience in developing training materials and knowledge of planning with good writing and communication skills.</p> <p>(iii) Knowledge of computer in Microsoft office, Word, Excel and Power Point;</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subjects.</p>

		as one of the subjects. Preference will be given to those who have experience of working in SSA or DPEP or educational management institutes/ organizations.	Preference will be given to those who have experience of working in SSA or DPEP or educational management institutes/ organizations.
h)	Consultant (Gender)	<p>i) Post Graduate degree in Sociology or Psychology or Social Sciences with 55% marks;</p> <p>(ii) At least 3 years' working experience in related areas and knowledge of planning new projects/initiatives related to girls' education with good writing and communication skills</p> <p>(iii) Knowledge of computer in Microsoft office, Word, Excel and Power Point;</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subjects</p> <p>Preference will be given to those who have experience of working in SSA or DPEP or educational managements institutes/organizations</p>	<p>By deputation:</p> <p>i) Post Graduate degree in Sociology or Psychology or Social Sciences with 55% marks;</p> <p>(ii) At least 3 years' working experience in related areas and knowledge of planning new projects/initiatives related to girls' education with good writing and communication skills</p> <p>(iii) Knowledge of computer in Microsoft office, Word, Excel and Power Point;</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subjects</p> <p>Preference will be given to those who have experience of working in SSA or DPEP or educational managements institutes/organizations</p>
10.	System Analyst	<p>(i) B.E. in Computer Science with 60% marks with 2 years experience as a Programmer; OR MCA with 60% marks with 3 years experience as Programmer.</p> <p>(ii) Knowledge of software development life cycle, database design and testing is essential.</p> <p>(iii) At least 2 years practical experience of production and publication based on large database such as DISE.</p>	<p>By deputation:</p> <p>(i) B.E. in Computer Science with 60% marks with 2 years experience as a Programmer; OR MCA with 60% marks with 3 years experience as Programmer.</p> <p>(ii) Knowledge of software development life cycle, database design and testing is essential.</p> <p>(iii) At least 2 years practical experience of production and publication based on large database such as DISE.</p> <p>(iv) Practical knowledge of</p>

		<p>(iv) Practical knowledge of Corel Draw, PageMaker, Photoshop etc. and proficiency in word and Excel is essential.</p> <p>(v) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject.</p> <p>Preference will be given to the candidates having expertise in the following:-</p> <ul style="list-style-type: none"> • Web Developer (Dot Net Technology) • GIS Application Developer • Application Developer • Visual Studio, Crystal Reports, Power-BUILDER, Oracle, SQL Server. 	<p>Corel Draw, PageMaker, Photoshop etc. and proficiency in word and Excel is essential.</p> <p>(v) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject.</p> <p>Preference will be given to the candidates having expertise in the following:-</p> <ul style="list-style-type: none"> • Web Developer (Dot Net Technology) • GIS Application Developer • Application Developer • Visual Studio, Crystal Reports, Power-BUILDER, Oracle, SQL Server.
11.	Sub Divisional Engineer	<p>(i) Degree in Civil Engineering with 55% marks from recognized university/institutions approved by AICTE.</p> <p>(ii) Minimum 2 years experience in an organization of repute.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>By deputation:</p> <p>(i) Degree in Civil Engineering with 55% marks from recognized institution approved by AICTE.</p> <p>(ii) Minimum 2 years experience in an organization of repute.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
12.	Assistant Architect	<p>(i) Degree in Architecture with 55% marks from a recognized University/institution approved by Architecture Council of India.</p> <p>(ii) Minimum 2 years experience in an organization of repute.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>(iv) The candidate should have valid registration at least two years old with Architecture Council of India.</p>	<p>By deputation:</p> <p>(i) Degree in Architecture with 55% marks from recognized institution approved by Architecture Council of India.</p> <p>(ii) Minimum 2 years experience in an organization of repute.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>(iv) The candidate should have valid registration at least two years old with Architecture Council of India.</p>

13.	Assistant Manager.	<p>(i) MBA with 1st Division.</p> <p>(ii) Knowledge of computer – Microsoft Office including Excel, Access & Power point.</p> <p>(iii) Fluency in English & Hindi with good communication skills.</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>By deputation:</p> <p>(i) MBA with 1st Division.</p> <p>(ii) Knowledge of computer – Microsoft Office including Excel, Access & Power point.</p> <p>(iii) Fluency in English & Hindi with good communication skills.</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
14.	Procurement Officer	<p>(i) MBA (Marketing)/ Material Management with 60% marks and at least 2 years experience in concerned field in any organisation of repute.</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>By deputation:</p> <p>(i) MBA (Marketing)/ Material Management with 60% marks and at least 2 years experience in concerned field in any organisation of repute.</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
15.	Legal Expert	<p>(i) Graduation with 1st Division LLB having minimum 5 years experience in the related field.</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject.</p>	<p>By deputation:</p> <p>(i) Graduation with 1st Division LLB having minimum 5 years experience in the related field.</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject.</p>
16.	Block Resource Coordinator	On deputation from Government	
17.a)	Block Resource Person – Hindi	<p>(i) M.A. Hindi with at least 55% marks from a recognized university with ; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of</p>	<p>By deputation:</p> <p>(i) M.A. Hindi with at least 55% marks from a recognized university; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new</p>

		new technologies as tools for learning.	technologies as tools for learning.
		Desirable: Ph.D.	Desirable: Ph.D.
b)	Block Resource Person - Mathematics	<p>(i) M.A./M.Sc. Mathematics/Applied Mathematics with atleast 55% marks from a recognized university; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>	<p>By deputation:</p> <p>(i) M.A./M.Sc. Mathematics/Applied Mathematics with atleast 55% marks from a recognized university; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>
c)	Block Resource Person - English	<p>(i) M.A. English with at least 55% marks from a recognized university; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>	<p>By deputation:</p> <p>(i) M.A. English with at least 55% marks from a recognized university; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>
d)	Block Resource Person - Science (Physics)	<p>(i) M.Sc. Physics/ Applied Physics/ Nuclear Physics/ Electronics Physics with at least 55% marks from a recognized university; and</p>	<p>By deputation:</p> <p>(i) M.Sc. Physics/ Applied Physics/ Nuclear Physics/ Electronics Physics with at least 55% marks from a</p>

		<p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>	<p>recognized university; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>
c)	Block Resource Person - Science (Chemistry)	<p>(i) M.Sc. Chemistry or Bio-Chemistry with at least 55% marks from a recognized university; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>	<p>By deputation:</p> <p>(i) M.Sc. Chemistry or Bio-Chemistry with at least 55% marks from a recognized university; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>
f)	Block Resource Person - Science (Zoology)	<p>(i) M.Sc. Zoology/ Botany/ Bio-Sciences/ Genetics/Micro-Biology/ Plant Physiology/ Bio-technology/ Environmental Science/ Life Sciences/ Molecular Bio. with at least 55% marks from a recognized university, provided that the applicant had studied Botany and Zoology at Graduation level; and</p>	<p>By deputation:</p> <p>(i) M.Sc. Zoology/ Botany/ Bio-Sciences/ Genetics/Micro-Biology/ Plant Physiology/ Bio-technology/ Environmental Science/ Life Sciences/ Molecular Bio. with at least 55% marks from a recognized university, provided that the applicant had studied Botany and Zoology at Graduation level; and</p>

		<p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>	<p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>
g)	Block Resource Person - Science (Botany)	<p>(i) M.Sc. Zoology/ Botany/ Bio-Sciences/ Genetics/Micro-Biology/ Plant Physiology/ Bio-technology/ Environmental Science/ Life Sciences/ Molecular Bio. with at least 55% marks from a recognized university, provided that the applicant had studied Botany and Zoology at Graduation level; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>	<p>By deputation:</p> <p>(i) M.Sc. Zoology/ Botany/ Bio-Sciences/ Genetics/Micro-Biology/ Plant Physiology/ Bio-technology/ Environmental Science/ Life Sciences/ Molecular Bio. with at least 55% marks from a recognized university, provided that the applicant had studied Botany and Zoology at Graduation level; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>
h)	Block Resource Person - Social Science (History)	<p>(i) M.A. History with at least 55% marks from a recognized university; and</p> <p>(ii) Matric with Hindi/Sanskrit or</p>	<p>By deputation:</p> <p>(i) M.A. History with at least 55% marks from a recognized university; and</p> <p>(ii) Matric with</p>

		<p>10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>	<p>Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>
i)	Block Resource Person - Social Science (Geography)	<p>(i) M.A. Geography with at least 55% marks from a recognized university; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>	<p>By deputation:</p> <p>(i) M.A. Geography with at least 55% marks from a recognized university; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>
j)	Block Resource Person - Social Science (Political Science and Public Administration)	<p>(i) M.A. Political Science/ Public Administration with at least 55% marks from a recognized university; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in</p>	<p>By deputation:</p> <p>(i) M.A. Political Science/ Public Administration with at least 55% marks from a recognized university; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in</p>

		concerned subject of Post Graduation; and (iv) Conversant in IT skills and effective use of new technologies as tools for learning.	concerned subject of Post Graduation; and (iv) Conversant in IT skills and effective use of new technologies as tools for learning.
		Desirable: Ph.D.	Desirable: Ph.D.
k)	Block Resource Person – Social Science (Psychology)	(i) M.A. Psychology with at least 55% marks from a recognized university; and (ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and (iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and (iv) Conversant in IT skills and effective use of new technologies as tools for learning.	By deputation: (i) M.A. Psychology with at least 55% marks from a recognized university; and (ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and (iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and (iv) Conversant in IT skills and effective use of new technologies as tools for learning.
		Desirable: Ph.D.	Desirable: Ph.D.
l)	Block Resource Person – Social Science (Music (Vocal, Instrumental & Music))	(i) M.A. Music with at least 55% marks from a recognized university; and (ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and (iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and (iv) Conversant in IT skills and effective use of new technologies as tools for learning.	By deputation: (i) M.A. Music with at least 55% marks from a recognized university; and (ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and (iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and (iv) Conversant in IT skills and effective use of new technologies as tools for learning.
		Desirable: Ph.D.	Desirable: Ph.D.
m)	Block Resource Person – Social Science (Home	(i) M.Sc. Home Science with at least 55% marks from a recognized	By deputation: (i) M.Sc. Home Science with

	Science)	<p>university; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>	<p>at least 55% marks from a recognized university; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>
n)	Block Resource Person - Social Science (Fine Arts)	<p>(i) M.A. Fine Arts with at least 55% marks from a recognized university; and</p> <p>(ii) Bachelor of Fine Arts (B.F.A.) or its equivalent from a recognized university with 50% marks; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(v) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>	<p>By deputation:</p> <p>(i) M.A. Fine Arts with at least 55% marks from a recognized university; and</p> <p>(ii) Bachelor of Fine Arts (B.F.A.) or its equivalent from a recognized university with 50% marks; and</p> <p>(iii) Certificate of having qualified State Teacher's Eligibility Test (STET)/Haryana Teacher's Eligibility Test (HTET) or National Eligibility Test (NET) in concerned subject of Post Graduation; and</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>(v) Conversant in IT skills and effective use of new technologies as tools for learning.</p> <p>Desirable: Ph.D.</p>
<p>Note: For the above posts of Block Resource Persons, the subject in which STET/HTET has not been held, qualification of holding NET in concerned subject of Post Graduation will be essential. In case both STET/HTET and NET in any subject has not been held by the concerned authority, qualification of STET/HTET and NET will not be required.</p>			
18.	Block Resource Person (Special Education)	<p>(i) Post Graduate in Psychology/ Education/ Social Work/ Sociology with 50% marks and B.Ed. Special Education</p>	<p>By deputation:</p> <p>(i) Post Graduate in Psychology/ Education/ Social Work/ Sociology with</p>

		<p>(VI, HI, MR) with 50% marks.</p> <p>OR</p> <p>Post Graduate in any discipline with 50% marks in B.Ed. (General) along with Special Education in any area of disability with 50% marks.</p> <p>OR</p> <p>Post Graduate in any discipline with 50% marks and B.Ed. (General) with two years Diploma in Special Education in any area of disability approved by RCI.</p> <p>OR</p> <p>B.Ed. (General Education) with 50% marks with Post Graduate Professional Diploma in Special Education in any disability approved by RCI.</p> <p>(ii) Should possess RCI registration certificate.</p> <p>(iii) Should possess two years of teaching experience in the field of Special Education.</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>50% marks and B.Ed. Special Education (VI, HI, MR) with 50% marks.</p> <p>OR</p> <p>Post Graduate in any discipline with 50% marks in B.Ed. (General) along with Special Education in any area of disability with 50% marks.</p> <p>OR</p> <p>Post Graduate in any discipline with 50% marks and B.Ed. (General) with two years Diploma in Special Education in any area of disability approved by RCI.</p> <p>OR</p> <p>B.Ed. (General Education) with 50% marks with Post Graduate Professional Diploma in Special Education in any disability approved by RCI.</p> <p>(ii) Should possess RCI registration certificate.</p> <p>(iii) Should possess two years of teaching experience in the field of Special Education.</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
19.	Computer Programmer	<p>(i) B.E. in Computer Science with 60% marks with 2 years experience as a Programmer</p> <p>OR</p> <p>MCA with 60% marks with 2 years experience as a Programmer</p> <p>OR</p> <p>M.Sc. in Computer Science with 60% marks with 3 years experience as a Programmer.</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>By deputation:</p> <p>(i) B.E. in Computer Science with 60% marks with 2 years experience as a Programmer</p> <p>OR</p> <p>MCA with 60% marks with 2 years experience as a Programmer</p> <p>OR</p> <p>M.Sc. in Computer Science with 60% marks with 3 years experience as a Programmer.</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
20.	Associate Consultant /Assistant Project Coordinator	<p>(i) Post Graduate with <u>consistently good academic record;</u></p> <p>(ii) B.Ed. and having at least 10 years of teaching experience as Lecturer in</p>	<p>By deputation:</p> <p>(i) Post Graduate with <u>consistently good academic record;</u></p>

		<p>School Cadre. OR Head Master of a recognized school with five years teaching/administration experience. OR Five years experience of educational/ social sector project with components of planning/ mass mobilization/ monitoring/ training etc.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject.</p>	<p>(ii) B.Ed. and having at least 10 years of teaching experience as Lecturer in School Cadre. OR Head Master of a recognized school with five years teaching/ administration experience. OR Five years experience of educational/ social sector project with components of planning/ mass mobilization/ monitoring/ training etc.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject.</p>
21.	Assistant Block Resource Coordinator	<p>(i) Post Graduate degree with 50% marks with B.Ed./M.Phil/ UGC NET; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>Preference will be given to candidates having knowledge of computer in Microsoft office including Excel, Access and Power Point and experience in Government Departments.</p>	<p>By deputation:</p> <p>(i) Post Graduate degree with 50% marks with B.Ed./M.Phil/ UGC NET; and</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/B.A. /M.A. with Hindi as one of the subject; and</p> <p>Preference will be given to candidates having knowledge of computer in Microsoft office including Excel, Access and Power Point and experience in Government Departments.</p>
22.	Deputy Superintendent	<p>(i) Graduation with 55% marks.</p> <p>(ii) 5 years experience as Assistant in reputed organisation.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>By deputation:</p> <p>(i) Graduation with 55% marks.</p> <p>(ii) 5 years experience as Assistant in reputed organisation.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
23.	Junior Engineer	<p>(i) Diploma in Civil Engineering with 1st Division from recognized institution.</p> <p>(ii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi</p>	<p>By deputation:</p> <p>(i) Diploma in Civil Engineering with 1st Division from recognized institution.</p> <p>(ii) Matric with</p>

		as one of the subject. Desirable: 2 years work experience as Junior Engineer in any reputed organization.	Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject. Desirable: 2 years work experience as Junior Engineer in any reputed organization.
24.	Junior Programmer	(i) Master in Computer Application/M.Sc. in Computer Science with 60% marks. (ii) 2 years experience as a Junior Programmer. (iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.	By deputation: (i) Master in Computer Application/M.Sc. in Computer Science with 60% marks. (ii) 2 years experience as a Junior Programmer. (iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.
25.	MIS Coordinator	(i) Masters in Computer Application/ M.Sc. (Computer Science) with 60% marks. (ii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject. Desirable: 2 years experience as Junior Programmer.	By deputation: (i) Masters in Computer Application/ M.Sc. (Computer Science) with 60% marks. (ii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject. Desirable: 2 years experience as Junior Programmer.
26.	Head Draftsman	(i) Diploma in Draftsmanship with atleast 50% marks from a recognized institute/ITI. (ii) Minimum three years experience in an organization of repute. (iii) The candidate should have working knowledge of Computer. (iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.	By deputation: (i) Diploma in Draftsmanship with atleast 50% marks from a recognized institute/ITI. (ii) Minimum three years experience in an organization of repute. (iii) The candidate should have working knowledge of Computer. (iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.
27.	Accountant	(i) Commerce Graduate with 55% marks. (ii) Good knowledge of Accounts Software (Tally 9.0 ERP). (iii) Knowledge of	By deputation: (i) Commerce Graduate with 55% marks. (ii) Good knowledge of Accounts Software (Tally 9.0 ERP).

		<p>computer - Microsoft Office including Excel, Access & Power Point.</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>Desirable: 3 years experience in accounts in an organisation of repute.</p>	<p>(iii) Knowledge of computer - Microsoft Office including Excel, Access & Power Point.</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>Desirable: 3 years experience in accounts in an organisation of repute.</p>
28.	Accountant-cum-Support Staff	<p>(i) Commerce Graduate with 55% marks and 3 years experience in accounts in an organisation of repute.</p> <p>(ii) Good knowledge of Accounts Software (Tally 9.0 ERP).</p> <p>(iii) Knowledge of computer - Microsoft Office including Excel, Access & Power Point.</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>By deputation:</p> <p>(i) Commerce Graduate with 55% marks and 3 years experience in accounts in an organisation of repute.</p> <p>(ii) Good knowledge of Accounts Software (Tally 9.0 ERP).</p> <p>(iii) Knowledge of computer - Microsoft Office including Excel, Access & Power Point.</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
29.	Special Teacher	<p>(i) Graduate with 50% marks with B.Ed. in Special Education in any area of disability recognized by RCI.</p> <p>OR</p> <p>(ii) 10+2 with minimum 50% marks with 2 years postgraduate diploma in special education in any area of disability recognized by RCI.</p> <p>(iii) Experience holder will be preferred.</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>Note: Candidate mentioned at No. (ii) above shall be considered only in case of non-availability of candidates mentioned at No. (i) above.</p>	<p>By deputation:</p> <p>(i) Graduate with 50% marks with B.Ed. in Special Education in any area of disability recognized by RCI.</p> <p>OR</p> <p>(ii) 10+2 with minimum 50% marks with 2 years postgraduate diploma in special education in any area of disability recognized by RCI.</p> <p>(iii) Experience holder will be preferred.</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>Note: Candidate mentioned at No. (ii) above shall be considered only in case of non-availability of candidates mentioned at No. (i) above.</p>

30.	Accounts Assistant	<p>(i) Graduate with 55% marks in Commerce with 2 years experience in accounts in an organisation of repute.</p> <p>(ii) Good knowledge of Accounts Software (Tally 9.0 ERP).</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>By deputation:</p> <p>(i) Graduate with 55% marks in Commerce with 2 years experience in accounts in an organisation of repute.</p> <p>(ii) Good knowledge of Accounts Software (Tally 9.0 ERP).</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
31.	Assistant Draftsman (Civil)	<p>(i) Diploma in Draftsmanship with atleast 50% marks from a recognized institute/ITI.</p> <p>(ii) Minimum one year experience in an organization of repute.</p> <p>(iii) The candidate should have working knowledge of Computer.</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>By deputation:</p> <p>(i) Diploma in Draftsmanship with atleast 50% marks from a recognized institute/ITI.</p> <p>(ii) Minimum one year experience in an organization of repute.</p> <p>(iii) The candidate should have working knowledge of Computer.</p> <p>(iv) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
32.	Assistant	<p>(i) Graduate with at least 55% marks.</p> <p>(ii) 5 years experience as Clerk in an organization of repute.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>By deputation:</p> <p>(i) Graduate with at least 55% marks.</p> <p>(ii) 5 years experience as Clerk in an organization of repute.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
33.	Stenographer	<p>(i) Graduation with 50% marks.</p> <p>(ii) Speed in shorthand/type both English and Hindi @ 100/20 and 80/15 words per minute respectively.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>(iv) Knowledge of computer - Microsoft Office including Excel, Access & Power Point.</p>	<p>By deputation:</p> <p>(i) Graduation with 50% marks.</p> <p>(ii) Speed in shorthand/type both English and Hindi @ 100/20 and 80/15 words per minute respectively.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>(iv) Knowledge of computer - Microsoft Office including Excel, Access & Power Point.</p>

34.	Librarian	(v) 2 years experience as Stenographer. (i) B.Lib. with 55% marks. (ii) Knowledge of computer-Microsoft office including Excel, Access & Power point. (iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.	(v) 2 years experience as Stenographer. By deputation: (i) B.Lib. with 55% marks. (ii) Knowledge of computer-Microsoft office including Excel, Access & Power point. (iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.
35.	Gender Coordinator/ District Gender Coordinator	(i) Post Graduate with consistently good academic record with B.Ed./M.Ed. (ii) Ten years experience of teaching atleast upto 10+2 classes in recognized school/college and preferably with experience in Educational administration as Head of recognized college/senior secondary school/ High school or equivalent. (iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject. Desirable: Doctorate Degree in Education.	By deputation: (i) Post Graduate with consistently good academic record with B.Ed./M.Ed. (ii) Ten years experience of teaching atleast upto 10+2 classes in recognized school/college and preferably with experience in Educational administration as Head of recognized college/senior secondary school/ High school or equivalent. (iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject. Desirable: Doctorate Degree in Education.
36.	Procurement Assistant-cum-Store Keeper	(i) Graduate with 60% marks. (ii) Diploma in Management. (iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject. (iv) Experience of 2 years in concerned field.	By deputation: (i) Graduate with 60% marks. (ii) Diploma in Management. (iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject. (iv) Experience of 2 years in concerned field.
37.	Driver	(i) Matriculation with Hindi. (ii) Must possess a valid	By deputation: (i) Matriculation with Hindi.

		Driving Licence to drive light transport vehicle. (iii) 2 years experience of driving a light transport vehicle.	(ii) Must possess a valid Driving Licence to drive light transport vehicle. (iii) 2 years experience of driving a light transport vehicle.
38.	Data Entry Operator-cum-Clerk	(i) Graduation with 55% marks or Post Graduate. (ii) One year Diploma in Computer Application from an institute of repute. (iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject. (iv) 3 years experience in any reputed institute.	By deputation: (i) Graduation with 55% marks or Post Graduate. (ii) One year Diploma in Computer Application from an institute of repute. (iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject. (iv) 3 years experience in any reputed institute.
39.	Receptionist	(i) Graduate with 1 st division having good fluency in English and Hindi and knowledge of handling EPABX System. (ii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.	By deputation: (i) Graduate with 1 st division having good fluency in English and Hindi and knowledge of handling EPABX System. (ii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.
40.	Clerk-cum-Data Entry Operator	(i) Graduation with 55% having knowledge of computer, Microsoft Office including Excel, Access & Power Point. (ii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject. (iii) English and Hindi typing at a speed of 30 w.p.m. and 25 w.p.m. respectively.	By deputation: (i) Graduation with 55% having knowledge of computer, Microsoft Office including Excel, Access & Power Point. (ii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject. (iii) English and Hindi typing at a speed of 30 w.p.m. and 25 w.p.m. respectively.
41.	Machine man	1) Matriculation. 2) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject. Preference will be given to the persons having two years experience.	By deputation: 1) Matriculation. 2) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject. Preference will be given to the persons having two years experience.
42.	Daftari	1) Matriculation with two	By deputation:

		years experience. 2) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.	1) Matriculation with two years experience. 2) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.
43.	Class-IV (Peon, Chowkidar etc.)	Middle pass with Hindi. For Night watchman, preference will be given to Ex-servicemen.	By deputation: Middle pass with Hindi. For Night watchman, preference will be given to Ex-servicemen.
Posts in Rashtriya Madhyamik Shiksha Abhiyan (RMSA)			
44.	Additional State Project Director	On deputation from Government	
45.	Audit Officer	TO BE DECIDED SEPARATELY	
46.	General Manager	TO BE DECIDED SEPARATELY	
47.	Research Head	1) Master in any discipline in humanities or science from a reputed institution with consistently good academic record with at least 8 years experience in research methodology and techniques. 2) Should have undertaken and lead at least five research projects independently or as a core team member during last five years. 3) Is familiar with the policy arena in India. 4) Good knowledge of latest research methodology and techniques. 5) Demonstrated experience in organizing, coordination and conduction research and evolution workshops/meets. 6) Capacity for strategic planning and implementation. 7) Leadership capabilities and ability to work in varied environment, strong interpersonal team building and communication skills. 8) Excellent oral and written communication skills, including ability to	By deputation: 1) Master in humanities or science from a reputed institution with consistently good academic record with at least 8 years experience in research methodology and techniques. 2) Should have undertaken and lead at least five research projects independently or as a core team member during last five years. 3) Is familiar with the policy arena in India. 4) Good knowledge of latest research methodology and techniques. 5) Demonstrated experience in organizing, coordination and conduction research and evolution workshops/meets. 6) Capacity for strategic planning and implementation. 7) Leadership capabilities and ability to work in varied environment, strong interpersonal team building and communication skills. 8) Excellent oral and written communication skills, including ability to draft and evaluate research proposals independently. 9) Good IT skills including

		<p>draft and evaluate research proposals independently.</p> <p>9) Good IT skills including experience with statistical software such as SATA, SAS, SPSS etc.</p> <p>10) Two references from persons who are competent to comment on skills and aptitude of the applicant.</p> <p>11) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>experience with statistical software such as SATA, SAS, SPSS etc.</p> <p>10) Two references from persons who are competent to comment on skills and aptitude of the applicant.</p> <p>11) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
48.	Research Manager	<p>1) Master Degree with consistently good academic record in Economics, Social Science, Public Policy, Education or related Fields.</p> <p>2) 3 to 5 years of management and/or research experience in development or related fields.</p> <p>3) Strong analytical skills and a solid understanding of quantitative research methodology.</p> <p>4) Excellent oral and written communication skills in English, Indian Language skill is preferred.</p> <p>5) Independent worker; takes initiative to lead and manage multiple tasks and purpose solutions with minimal supervision.</p> <p>6) Can maintain an organized and structures work style in a fast placed environment.</p> <p>7) Willing to translate research into practice for highest impact on the ground.</p> <p>8) Ability to work in multicultural environment.</p> <p>9) Two references from persons who are competent to comment on skills and aptitude of the</p>	<p>By deputation:</p> <p>1) Master Degree with consistently good academic record in Economics, Social Science, Public Policy, Education or related Fields.</p> <p>2) 3 to 5 years of management and/or research experience in development or related fields.</p> <p>3) Strong analytical skills and a solid understanding of quantitative research methodology.</p> <p>4) Excellent oral and written communication skills in English, Indian Language skill is preferred.</p> <p>5) Independent worker; takes initiative to lead and manage multiple tasks and purpose solutions with minimal supervision.</p> <p>6) Can maintain an organized and structures work style in a fast placed environment.</p> <p>7) Willing to translate research into practice for highest impact on the ground.</p> <p>8) Ability to work in multicultural environment.</p> <p>9) Two references from persons who are competent to comment on skills and aptitude of the applicant.</p> <p>10) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as</p>

		applicant. 10) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.	one of the subject.
49.	Research Associate	<p>1) Master Degree in Economics, Social Science, Public Policy, Education or related fields.</p> <p>2) Experience in managing programs implementation or field research in education or development economics in developing country for at least a year.</p> <p>3) Excellent management and organizational skills along with strong quantitative skills.</p> <p>4) Fluency, flexible, self motivating, able to manage multiple tasks efficiently and team player.</p> <p>5) Demonstrated ability to manage high level relationships with partner organizations.</p> <p>6) Knowledge of State or other data analysis software is preferred.</p> <p>7) Familiarity with randomized controlled trials preferred.</p> <p>8) Prior experience in Hindi desirable.</p> <p>9) Two references from persons who are competent to comment on skills and aptitude of the applicant.</p> <p>10) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>By deputation:</p> <p>1) Master Degree in Economics, Social Science, Public Policy, Education or related fields.</p> <p>2) Experience in managing programs implementation or field research in education or development economics in developing country for at least a year.</p> <p>3) Excellent management and organizational skills along with strong quantitative skills.</p> <p>4) Fluency, flexible, self motivating, able to manage multiple tasks efficiently and team player.</p> <p>5) Demonstrated ability to manage high level relationships with partner organizations.</p> <p>6) Knowledge of State or other data analysis software is preferred.</p> <p>7) Familiarity with randomized controlled trials preferred.</p> <p>8) Prior experience in Hindi desirable.</p> <p>9) Two references from persons who are competent to comment on skills and aptitude of the applicant.</p> <p>10) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
50.	Sub Divisional Engineer	<p>1) Degree in Civil Engineering with 55% marks from recognized university/institute approved by AICTE with minimum 2 years experience of building works.</p> <p>2) Matric with Hindi/Sanskrit or</p>	<p>By deputation:</p> <p>1) Degree in Civil Engineering with 55% marks from recognized university/institute approved by AICTE with minimum 2 years experience of building works.</p> <p>2) Matric with</p>

		10+2/BA/MA with Hindi as one of the subject.	Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.
51.	Research Assistant	<p>Bachelor degree in Science, Psychology, Economics, Social Sciences, Mathematics or Statistics and a strong interest in the field of education to participate in policy research. Research Assistant will help in designing and implementing, monitoring and evaluation in Haryana.</p> <p>Requirement: Minimum one year commitment, fluency in English and excellence in computer skills particularly in Microsoft Applications and referencing software.</p>	<p>Bachelor degree in Science, Psychology, Economics, Social Sciences, Mathematics or Statistics and a strong interest in the field of education to participate in policy research. Research Assistant will help in designing and implementing, monitoring and evaluation in Haryana.</p> <p>Requirement: Minimum one year commitment, fluency in English and excellence in computer skills particularly in Microsoft Applications and referencing software.</p>
52.	Liaison Manager	TO BE DECIDED SEPARATELY	
53.	Project Coordinator	<p>1) Post Graduate in Arts/Humanities/Science with 50% marks.</p> <p>2) Having good knowledge and experience in organizing, coordinating and conducting public/stage events.</p> <p>3) Having capability for planning and implementation.</p> <p>4) Having leadership capability and ability to work in varied environment.</p> <p>5) Having good IT skills and ability to draft proposals independently.</p> <p>6) For art component, the person must have formal qualification and background of music, having expertise in musical instruments, experience in working with audio studio and other media. An ideal candidate who preferably have expertise in performing at live shows organized by different well reputed cultural organizations across India.</p> <p>7) For science component, the person</p>	<p>By deputation:</p> <p>1) Post Graduate in Arts/Humanities/Science with 50% marks.</p> <p>2) Having good knowledge and experience in organizing, coordinating and conducting public/stage events.</p> <p>3) Having capability for planning and implementation.</p> <p>4) Having leadership capability and ability to work in varied environment.</p> <p>5) Having good IT skills and ability to draft proposals independently.</p> <p>6) For art component, the person must have formal qualification and background of music, having expertise in musical instruments, experience in working with audio studio and other media. An ideal candidate who preferably have expertise in performing at live shows organized by different well reputed cultural organizations across India.</p> <p>7) For science component, the person must have demonstrated aptitude for learning and teaching of science. A candidate would</p>

		<p>must have demonstrated aptitude for learning and teaching of science. A candidate would have experience of participating and organized science competitions, science exhibitions/ fairs/ shows, science workshops, science-math's quiz etc.</p> <p>8) For V, G&G component, the candidate must have hands on experience of running vocational training and/or guidance and counseling centers or activities, actual placement of such trainees, capability to assess labour market information and have networking skills with potential employers. The candidate should have capability to design and transact work-readiness modules.</p> <p>9) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>have experience of participating and organized science competitions, science exhibitions/ fairs/ shows, science workshops, science-math's quiz etc.</p> <p>8) For V, G&G component, the candidate must have hands on experience of running vocational training and/or guidance and counseling centers or activities, actual placement of such trainees, capability to assess labour market information and have networking skills with potential employers. The candidate should have capability to design and transact work-readiness modules.</p> <p>9) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
54.	Assistant Project Coordinator	<p>(i) Post Graduate with <u>consistently good academic record;</u></p> <p>(ii) B.Ed. and having at least 10 years of teaching experience as Lecturer School Cadre.</p> <p>OR</p> <p>Head Master of a recognized school with five years teaching/administration experience.</p> <p>OR</p> <p>Five years experience of educational/ social sector project with components of planning/ mass mobilization/ monitoring/ training etc.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject.</p>	<p>By deputation:</p> <p>(i) Post Graduate with <u>consistently good academic record;</u></p> <p>(ii) B.Ed. and having at least 10 years of teaching experience as Lecturer School Cadre.</p> <p>OR</p> <p>Head Master of a recognized school with five years teaching/ administration experience.</p> <p>OR</p> <p>Five years experience of educational/ social sector project with components of planning/ mass mobilization/ monitoring/ training etc.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/B.A./M.A. with Hindi as one of the subject.</p>
55.	Information Manager-cum-Librarian	<p>(i) M.Sc. (Computer Science) from a recognized university with at least 50% marks</p>	<p>By deputation:</p> <p>(i) M.Sc. (Computer Science) from a recognized university</p>

		<p>OR Masters in Computer Application from a recognized university with at least 50% marks</p> <p>OR B.E. or B. Tech. (Computer Science/Information Technology) from a recognized university with at least 50% marks</p> <p>OR B.E. or B. Tech. (Any stream) with Post Graduate Diploma in Computer with at least 50% marks in both, from a recognized university</p> <p>OR MBA and Post Graduate Diploma in Computer, with at least 50% marks in both, from a recognized university</p> <p>(ii) Complete knowledge of Multimedia & Web Technology, Computer Science & Informatics Technology.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>Desirable: (i) Graduate or Post Graduate in Library Science from a recognized university. (ii) B.Ed. or M.Ed. from a recognized university. (iii) State Teacher's Eligibility Test (STET)/ Haryana Teacher's Eligibility Test (HTET) qualified (related to 9th to 12th)</p>	<p>with at least 50% marks</p> <p>OR Masters in Computer Application from a recognized university with at least 50% marks</p> <p>OR B.E. or B. Tech. (Computer Science/Information Technology) from a recognized university with at least 50% marks</p> <p>OR B.E. or B. Tech. (Any stream) with Post Graduate Diploma in Computer with at least 50% marks in both, from a recognized university</p> <p>OR MBA and Post Graduate Diploma in Computer, with at least 50% marks in both, from a recognized university</p> <p>(ii) Complete knowledge of Multimedia & Web Technology, Computer Science & Informatics Technology.</p> <p>(iii) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p> <p>Desirable: (i) Graduate or Post Graduate in Library Science from a recognized university. (ii) B.Ed. or M.Ed. from a recognized university. (iii) State Teacher's Eligibility Test (STET)/ Haryana Teacher's Eligibility Test (HTET) qualified (related to 9th to 12th)</p>
56.	Associate Consultant	TO BE DECIDED SEPARATELY	
57.	Quality Initiative Coordinator	<p>1) MBA, MSW & Mass Communication and journalism/media in the current academic session and those who have passed these courses during the last two years will also be considered for placement.</p> <p>2) Matric with Hindi/Sanskrit or</p>	<p>By deputation: 1) MBA, MSW & Mass Communication and journalism/media in the current academic session and those who have passed these courses during the last two years will also be considered for placement.</p> <p>2) Matric with</p>

		10+2/BA/MA with Hindi as one of the subject.	Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.
58.	Community Mobilizer	<p>1) MBA, MSW & Mass Communication and Journalism/media in the current academic session and those who have passed these courses during the last two years will also be considered for placement.</p> <p>2) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>By deputation:</p> <p>1) MBA, MSW & Mass Communication and Journalism/media in the current academic session and those who have passed these courses during the last two years will also be considered for placement.</p> <p>2) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
59.	Junior Engineer	<p>1) Diploma in Civil Engineering with 2 years experience of building works as Junior Engineer.</p> <p>2) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>By deputation:</p> <p>1) Diploma in Civil Engineering with 2 years experience of building works as Junior Engineer.</p> <p>2) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
60.	Deputy Superintendent	<p>1) Graduate with 55% marks with 5 years experience in reputed organisation.</p> <p>2) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>	<p>By deputation:</p> <p>1) Graduate with 55% marks with 5 years experience in reputed organisation.</p> <p>2) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi as one of the subject.</p>
61.	Accountant	<p>1) Graduate in Commerce with 55% marks with 3 years experience as accountant in an organisation.</p> <p>2) Good knowledge of account software (Tally 9.0 ERP).</p> <p>3) Knowledge of Computer-Microsoft Office-including Excel, Access and PowerPoint.</p> <p>4) Matric with Hindi/Sanskrit or 10+2/BA/MA with Hindi</p>	<p>By deputation:</p> <p>1) Graduate in Commerce with 55% marks with 3 years experience as accountant in an organisation.</p> <p>2) Good knowledge of account software (Tally 9.0 ERP).</p> <p>3) Knowledge of Computer-Microsoft Office including Excel, Access and PowerPoint.</p> <p>4) Matric with</p>

APPENDIX - C

Form of contract/agreement to be executed between _____
(Name of the post) and the Haryana School Shiksha Pariyojna Parishad.

This agreement is made on this _____ day of _____ in the
year _____ between Sh./Smt. _____ S/D/o Shri
_____ R/o _____

Contract appointee (hereinafter called the FIRST PARTY), AND Haryana School Shiksha Pariyojna
Parishad (hereinafter called the SECOND PARTY). Whereas, the SECOND PARTY has engaged the
aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a
_____ (Name of the post) on contract basis on the following terms and
conditions:-

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as
_____ (Name of the post) for a period of 1 year commencing on
day of _____ and ending on the day of _____. It is
specifically mentioned and agreed upon by both the parties that the contract of the FIRST
PARTY with SECOND PARTY shall ipso-facto stand terminated on the last working day i.e.
on _____ and information notice shall not be necessary.
2. The contractual amount of the FIRST PARTY will be Rs. _____ per month and
medical allowance of _____ per month or coverage under Employees' State Insurance
Scheme, as the case may be.
3. The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to
be terminated, in case the performance/conduct of the contract appointee is not found
satisfactory.
4. Contractual appointee will be governed by the leave rules as decided by the Executive
Council from time to time. Maternity Leave shall be admissible to women employees on the
pattern of Government as admissible to contractual employees.
5. Unauthorized absence from the duty for more than fifteen days without the approval of the
controlling officer shall be liable for the termination of the contract. Contractual appointee
will not be entitled for contractual amount for the period of absence from duty.
6. Transfer of a contract appointee will not be permitted for one place to another in any case,
being institutional cadre, both at the head quarter as well as in the respective office of
District Project Coordinator concerned.
7. Selected candidate will have to submit a certificate of his/her fitness from Civil Surgeon of
the concerned district.

8. Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as decided by Executive Council from time to time.
9. Employees Provident Fund will be applicable to contractual appointee(s) in accordance with the decision taken by the Executive Council from time to time.

IN WITNESS the FIRST PARTY AND SECOND PARTY have herein to set their hands the day, month and year first, above written.

IN THE PRESENCE OF WITNESS:

1. _____

(Name and full address)

(Signature of the FIRST PARTY)

2. _____

(Name and full address)

IN THE PRESENCE OF WITNESS:

1. _____

(Name and full address)

(Signature of the SECOND PARTY)

2. _____

(Name and full address)

Appendix 'D'

'Draft Appointment Letter'

From

State Project Director,
Haryana School Shiksha Pariyojna Parishad

Subject: Engagement for the post of _____ on contract basis in Haryana
School Shiksha Pariyojna Parishad.

Please refer to the interview held on _____ in response to the advertisement
dated _____ for the post of _____.

The Management of the Society is pleased to offer you engagement as _____ on
contract basis on the following terms and conditions: -

1. **Term of Appointment:** Your contract will be initially for one year which may be extendable on year-to-year basis.
2. **Nature of Appointment:** Your services will be purely on temporary basis and the appointment is liable to be terminated in case the performance/conduct is not found satisfactory. You will not have any claim for continuation of service beyond the contract period. You will not work and hold any other post or office of profit in any Government, semi-Government and Private establishments while working in the Parishad. No right to hold the post shall be conferred upon you on account of your continuance on the post without any extension by the competent authority and you can be relieved of your duties at any time thereafter, without giving any prior notice.
3. **Verification of character & documents:** i) Your appointment is subject to your character and antecedents being certified to be good by two gazetted officers of the Central/State Government, who are not related to you and are known to you for the last two years. ii) You will have to furnish attested copies of certificates in support of your date of birth, academic/professional qualifications/experience and SC/BC/ESM etc. certificate (if applicable) before joining your duties. If it is revealed later on that you do not possess prescribed qualifications/experience etc and/or your certificates are found to be fake or bogus at any later stage, your services shall be terminated forthwith and you shall also be liable for legal action.
4. **Emoluments (Salary, TA/DA, EPF/ESI):** A) You will be paid contractual amount of Rs. _____ per month. B) No other allied benefits such as Senior/Selection/Assured Career Progression (ACP) scales etc. will be given. C) You will be entitled to TA/DA if required to go on tour in connection with your official duties at the same rate as decided by the Executive Council from time to time. D) Employees Provident Fund will be applicable to contractual appointee(s) in accordance with the decision taken by the Executive Council from time to time.
5. **Signing of Contract:** You will sign an agreement as per Appendix-C on the duly prescribed form as appended herewith.

6. **Leave:** A) You will be governed by the leave rules as decided by the Executive Council from time to time in conformity with the Government instructions issued from time to time. B) Maternity Leave shall be admissible to women employees on the pattern of Government as admissible to contractual employees.
7. **Medical Reimbursement.** You will not be entitled for Open Medical Reimbursement and will be entitled for only Rs. _____ per month as Medical Allowance or coverage under Employees' State Insurance (ESI) Scheme, as the case may be.
8. **Unauthorized absence:** Unauthorized absence from the duty for more than fifteen days without the approval of the controlling officer shall be liable for termination of the contract. Contract Appointee shall not be entitled for contractual amount for the period of absence from duty.
9. **Transfer:** You will not be entitled to transfer from one place to another in any case, being institutional cadre, both at the head quarter as well as in the respective office of District Project Coordinator concerned.
10. **Physical Fitness Certificate:** You will have to submit a certificate of physical fitness from the Civil Surgeon of the concerned district.
11. **Declaration:** You shall have to furnish a certificate to the effect that: i) in case you are married, you have to state that you have not more than one living spouse; ii) you will be required to take the oath of allegiance to the constitution of India; iii) you will have to abide by the service regulations of the society as amended from time to time.
12. **Applicability of Government Rules:** The Parishad is not a department of Government. Provisions of Service Rules like Civil Services rules, Leave rules, General Provident Fund rules, Pension rules and Haryana Civil Services (Punishment and Appeal) Rules, 1987 etc., as are applicable in case of regular Haryana Government employees, will not be applicable to you.
13. **Termination of appointment:** The contract of appointment can be terminated by the appointing authority by giving a notice of one month without assigning any reason thereof or by giving one month's contractual emoluments in lieu of the notice period. However, if your term is left short of one month, then your services can be terminated by giving notice or by making payment of contractual salary for that short period. Furthermore, if at any stage you desire to resign from the post, you will be required to give one month's clear notice or deposit one month's salary for the period by which the notice falls short of one month.
14. **General:** i) If your work and conduct are not found satisfactory or in case you are found guilty of insubordination or any other misconduct, your service can be terminated without giving any prior notice. ii) The person so engaged shall not have any legal right claiming regularization of his service etc. in the Parishad, where he has been engaged.

If you are willing to accept this offer on the terms and conditions mentioned above, you may report for duty to the undersigned within a period of 10 days and not later than _____ in any case, failing which this offer of appointment shall be construed to be cancelled.

State Project Director
Haryana School Shiksha Pariyojna Parishad