


Haryana School Shiksha Priyojna Parishad, Haryana
Shiksha Sadan, Sector - 5, Panchkula -134105

ADVT. NO. : 4/1-2017 (HR-NSQF)

Applications are invited from eligible candidates for filling up the positions of Programme Coordinators and Coordinators, for the implementation of Centrally Sponsored Scheme of Vocational Education in Haryana. Positions are purely on contract basis. The last date for of submission of application form is **20-06-2017**. For further details, candidates are requested to refer to the website www.hsspp.in and www.Recruitment-portal.in


State Project Director,
HSSPP, Panchkula



Haryana School Shiksha Priyojna Parishad, Haryana

Shiksha Sadan, Sector - 5, Panchkula -134105

ADVT. NO. : 4/1-2017 (HR-NSQF)

DATE OF PUBLICATION: _____

Opening date for submission of online application: 05-06-2017 10.00 A.M
Closing date for submission of online applications: 20-06-2017 till 5:00 P.M.
Closing date for deposit of fee: 21.06.2017.

Online applications are invited for filling up the following posts on contractual basis under Centrally Sponsored Scheme through the website www.recruitment-portal.in . These posts are required on contract basis for a period upto 31.03.2018 or for a shorter duration or any specified duration depending upon the continuance of the programme/course other unforeseen circumstances and subject to the approval continuance of the project from Govt. of India. The online application can be filled up from 05-06-2017 to 20-06-2017 till 05.00 PM., thereafter website link will be disabled. The candidates are strictly advised to apply online well in time without waiting for last date of submission of online application. The printed copy of the online application form with necessary certificates must be brought at the time of verification of documents/ interview. No offline application form or copy of download application form will be accepted by the office. Qualifications/ eligibility conditions, age and other documents will be determined with regard to last date fixed to apply online applications also called as closing date i.e. 20.06.2017 given in the advertisement. The details of the post is as under:

Sr. No.	Name of Post	Number of Posts	Essential qualifications	Contractual Package per month
1.	Programme Coordinators	22 (GEN-09, Gen(Ex-Serviceman)- 2 EBP- 2, SC-3, SC(Ex-Service Man)-1, BC(A)- 2, BC-A(Ex-Service Man)- 1, BC(B)- 2)	(i) MBA in HR/Finance/ Service Sector Domains. (ii) One year Experience in management & Supervision, Industry Linkage in private/ Public Sector Organisations. (iii) Excellent Communication skills.	Rs. 20000/-



Sr. No.	Name of Post	Number of Posts	Essential qualifications	Contractual Package per month
2	Coordinator-Beauty & Wellness	1	<p>Post-Graduation in Cosmetology with 2 years experience in teaching or work experience in Beauty & Wellness related Industry</p> <p>OR</p> <p>Graduation in any discipline with one year Diploma/ Certificate in beauty culture/ Beauty & skin/ Hair & skin/ Cosmetology/ Beauty & Wellness with 5 years experience in teaching or work experience in Beauty & Wellness related Industry</p>	Rs. 35000/-
3	Coordinator-Agriculture	1	<p>Master degree in Agriculture with 2 years experience in teaching or work experience in Agriculture related Industry.</p> <p>OR</p> <p>Graduation in Agriculture with 5 years experience in teaching or work experience in Agriculture related Industry</p>	Rs. 35000/-
4	Coordinator-Tourism & Hospitality	1	<p>Master Degree in Tourism Management/ Administration from a recognized University/ institution and experience of 2 years in teaching or work experience in Tourism & Hospitality related Industry.</p> <p>OR</p> <p>Post Graduate Diploma in Management (Tourism & Travel)/ Tourism & Leisure/ Tourism & Hospitality/ International Tourism business/ Tourism & Logistics/ Tourism & Cargo (2 years full time recognized by AICTE) and 2 years experience in teaching or work experience in tourism & hospitality related Industry</p> <p>OR</p> <p>Graduate in any discipline from a recognize University/ institution & Diploma in Management (Tourism & Travel) with experience of 5 years in teaching or work experience in tourism and hospitality related industry.</p>	Rs. 35000/-

Handwritten signature/initials

Sr. No.	Name of Post	Number of Posts	Essential qualifications	Contractual Package per month
5	Coordinator-Apparel Fashion Designer	1	<p>MSc/MHSc in Textiles and clothing and 2 years experience in teaching or work experience in Apparel Fashion Designer related Industry.</p> <p>OR</p> <p>B.HSC. and one year PG Diploma in the area of Apparel Designing/ Production with 5 years experience in teaching or work experience in Apparel Fashion Designer related Industry</p> <p>OR</p> <p>Bachelor in Fashion Technology/ Fashion Designing or relevant area with 5 years experience in teaching or work experience in Apparel Fashion Designer related Industry</p> <p>OR</p> <p>Three years Diploma in the area of Apparel Designing/ Production after class XII with 5 years experience in teaching or work experience in Apparel Fashion Designer related Industry</p>	Rs. 35000/-

Note: In respect of claim of experience, the candidate will submit the following documents to support the experience certificate document:

- (i) Appointment Letter.
- (ii) Bank Statement as proof of receipt of salary in bank account from the employer.
Only vouchers for receipt of payment of salary are not acceptable.
- (iii) Any other documentary proofs which provide documentary proof that the experience certificate submitted is genuine.

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Weightage with reference to Sr. No. 1 above.

Name of Post	Academic and Professional Qualifications	Weightage	Calculation of Weightage
Program Coordinator	10 th	05	0.05X% of marks obtained
	12 th	05	0.05X% of marks obtained
	Graduation	10	0.10X% of marks obtained
	MBA	20	0.20X% of marks obtained
	M.Phil.	02	0.02X% of marks obtained
	Ph.d.	03	0.03X% of marks obtained
	Interview	05	
	Total	50	

Weightage with reference to Sr. No. 2, 3, 4 & 5 above.

Name of Post	Academic and Professional Qualifications	Weightage	Calculation of Weightage
Coordinator-Beauty & Wellness, Coordinator-Agriculture, Coordinator Tourism & Hospitality, Coordinator-Apparel Fashion Designer	10 th	05	0.05X% of marks obtained
	12 th	05	0.05X% of marks obtained
	Graduation	10	0.10X% of marks obtained
	Post Graduate	15	0.15X% of marks obtained
	Professional Degree, Diploma/Certificate as specified under essential qualifications above (Any single certificate/diploma/degree with highest marks shall be counted)	05	0.05X% of marks obtained
	M.Phil.	02	0.02X% of marks obtained
	Ph.d.	03	0.03X% of marks obtained
	Interview	05	
	Total	50	

- Note: - (i) Cut of Marks based on scoring in academic & professional qualifications to be called for interview:-**
GEN Category 50%
SC/ BC Category 45%
- (ii) In case of two or more candidates are having same score as per selection criteria, then a candidate having higher score in Essential Qualification will rank higher in order of merit.

AGE

The age limit for the above posts is between 18-42 years as on date of application.
Relaxation in age will be applicable as Haryana Govt. Rules.

Note: - The reservation policy of the State Government will be followed. However these being contractual and Institutional posts, if suitable candidates from reserved categories are not available then the candidates from other/general categories will be recruited & vice-versa.

Application Fee: Application fees (non-refundable) amounting to Rs.500/- for General category candidates and Rs.250/- for Female/SC/BC/ESM candidates of Haryana state will be payable online, after filling of application. Candidates belonging to reserved categories must ensure that they have valid certificate issued by the competent authority. In case, at the time of verification of documents, it is found that certificates are not valid, their candidature will be rejected. Such candidates will not be considered under the general category as they have not paid fees applicable for general category candidate through the online challan, generated after online filling of application.

GENERAL INSTRUCTION:

1. The Parishad reserves the right to increase or decrease the number of vacancies at any point of time
2. Reservation of posts will be for Haryana Residence only and as per the reservation policy for the State Government ,these being contractual and institutional posts, if suitable candidates from reserved categories are not available then the candidates from other/general categories will be considered and vice versa. The benefit of reservation will be given only to those SC, BC and ESM candidates who are domicile of Haryana State. The SC/BC candidates are required to submit same SC/BC certificate duly issued by the competent authority at the time of interview. ESM/DESM candidates of Haryana claiming benefit will have to produce the fresh Eligibility Certificate from the concerned Zila Sainik Board at the time of

interview. Mere dependant certificate will not be entertained. ESM candidates should also produce at the time of interview attested photo copy of identity card issued by concerned Zila Sainik Board.

3. Matric with Hindi/Sanskrit or 10+2/Graduation/Post-Graduation with Hindi/Sanskrit as one of the subject is essential for said post.
4. Candidates should be fluent in English and Hindi.
5. Candidates should possess basic Knowledge of computers.
6. The candidates should have good communication skills.
7. The requisite qualification and relevant experience etc. for eligibility shall be determined on the closing date of submission of application.
8. Diploma/ Degree / Certificates from Institutions/ University which are not recognized/ certified by UGC/AICTE/State Board/ University will not be entertained.
9. Experience for determining the eligibility will be calculated after fulfilling the requisite essential qualification for the said post and should be of full time. Part time experience should not be entertained.
10. Concealment of facts or supply of wrong information will result in cancellation of candidature in addition to legal action.
11. The prescribed essential qualification does not entitle a candidate to be called for interview. The Parishad may short list the candidates for interview on the basis of 50% scoring in academic & professional qualifications in case of candidates belonging to general category & 45% in case of candidates belonging to reserve category The decision of the Parishad in all matters relating to acceptance or rejection of an application, eligibility/suitability of the candidates, mode of, and criteria for selection etc. will be final and binding on the candidates. No inquiry or correspondence will be entertained in this regard.
12. The appointments shall be made on contractual basis for the period up to 31.03.2018 or for a shorter duration or any specified duration depending upon the continuation of the programme/course other unforeseen circumstances.
13. No TA/DA is payable for attending the test /interview to be conducted.
14. Detailed instructions for filling the online application form are available on the website www.recruitment-portal.in.
15. In case of any guidance/information/clarification regarding the online filling of the form the candidate can call at CDAC Mohali helpline Number **0172-6619062-63** on all working days from 9:00 a.m. to 5:00 p.m.

16. For Roll no., interview schedule etc. kindly visit website regularly. No Separate correspondence will be made in this regard. Mere calling for interview in no way is to be taken that the candidate fulfils all the eligibility conditions. The original documents in support of eligibility conditions will checked at the time of interview.

DOCUMENTS TO BE UPLOADED WITH APPLICATION FORM

- (i) Scanned Copy of Essential Qualifications i.e. Matric showing Date of Birth and mark sheet of Matric, 10+2, Graduation, Diploma/Degree etc.
- (ii) Scanned Copy of Haryana Domicile Certificate in case of BCA/ BCB/ SC/ EBPG/ESM/ DESM/ issued by competent authority
- (iii) Scanned Photographs duly signed by the Candidate.
- (iv) Scanned Signature of the Candidate.

DOCUMENTS TO BE BROUGHT AT THE TIME OF DOCUMENT VERIFICATION/ INTERVIEW

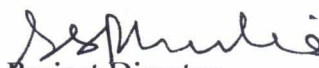
- (i) All original certificates/ documents/ testimonials of educational qualifications and other documents mentioned in the online applications and one set of self attested copies of all these certificates.
- (ii) Printed copy of online application form alongwith latest stamp size photograph self attested and pasted on the application form.

LIKELY CAUSES OF REJECTION OF APPLICATION:-

The following are likely causes of rejection:-

- (i) More than one application for the same post.
- (ii) Application is incomplete and not online.
- (iii) Full fee, if not deposited in the manner prescribed.
- (iv) No qualification of Hindi/Sanskrit as prescribed in advertisement
- (v) Applicant does not possess the requisite academic qualifications on the cut-off date.
- (iii) Candidate is underage/overage on the cut-off date/ closing date.
- (iv) Variation in data of online application form and in original documents when brought for verification/ interview.
- (v) Lack of essential qualifications as prescribed in advertisement.

Place: Panchkula
Dated: -


State Project Director
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Shiksha Sadan, Sector- 5, Panchkula