

H.P. FOREST DEPARTMENT

Advertisement No. Ft. HB(15)-437/2022 (E-III)

Applications are invited on simple application form for the post of Junior Office Assistant (IT) from eligible candidate pertaining to the category of person with disabilities quota.

Name of post	Total No. of posts	Reserved Posts				Essential Qualification	Other conditions
		VI	HI	OH	Multiple disability		
JOA (IT)	07	3	2	1	1	<p style="text-align: center;">Himexam.com</p> <p>i) Should have passed 10+2 Examination from a recognized Board of School Education/University. OR Matriculation from recognized Board of School Education with one/two year's Diploma/certificate from an Industrial Training Institute (IT) in Information Technology (IT) & Information Technology Enable Sectors (ITES) as notified by Director General of Employment & Training (Govt. of India) from time to time or three years Diploma in Computer Engineering/ Computer Science/IT from a Polytechnic as approved by All India Council for Technical Education (AICTE). ii) Computer typing speed of 30 words per minute in English or 25 words per minute in Hindi.</p>	<p>(a) At the time of joining the candidate will have to enter into agreement of contract. (b) Contractual appointee will not have any right to claim regularization or permanent absorption in Govt. job. (c) Should possess knowledge of computer typist Himexam (d) Nationality:- Should be Indian citizen. (e) A candidate shall be eligible for appointment to Class-III post(s), if he/she has passed Matriculation and 10+2 and for Class-IV post(s), if he/she has passed Middle, Matriculation from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis.</p>

Schedule for Recruitment of PwDs categories

Sr. No.	Action	Target Date
1	Advertisement of post in leading News paper and also placing requisition with the Special Employment Cell established for sponsoring candidates against the posts reserved from persons with disabilities including visually impaired persons.	21.11.2023
2	Receipt of applications from the candidates/Special Employment Cell.	21.12.2023
3	Scrutiny of documents by Department Selection Committee.	10.01.2024

Note:-

- The candidate should be Bonafide resident of Himachal Pradesh.
- The age of the candidate should be between 18-45 years.
- The candidates should furnish legible copies duly attested in support of disability certificate, education qualification with age proof with Himachali Bonafide.
- The applications complete in all respects should reach in the office of Pr.CCF (HoFF) Shimla-1 on or before 21.12.2023. For the incumbents/candidates of Lahual & Spiti, Kinnaur & Pangi Sub-Division of Chamba District the last date of receiving applications is also on or before 31.12.2023. The applications received beyond this period will not be entertained. The date of interview will be fixed by the Committee soon after receipt of applications from the individuals and will be intimated well in time accordingly to the candidates.

Registrar (Establishment)
O/o Pr.CCF(HoFF), HP Shimla

Re. No 0875/2023-2024

PROFORMA

1	Name	<input style="width: 100px; height: 40px;" type="text"/>
2	Father's/Husband's Name	
3	Post for which applied	
4	Correspondence Address	
5	Permanent Home Address	
6	Date of Birth (Proof be attached)	
7	Education Qualification (attach attested copies)	
8	Employment Registration Number	
9	Type of Disability (Proof be attached)	
10	Certificate of Bonafide Himachali	
11	Experience, if any	
12	Has the candidate ever been convicted by the Court? If yes, give full details	
		Signature of Applicant