



हिमाचल प्रदेश स्कूल शिक्षा बोर्ड, धर्मशाला-176213

Himachal Pradesh Board of School Education, Dharamshala-176213

HB/37/Recruitment Cell/HPSC/2017/ 6666-6672

Dated: 04.08.17

"NOTIFICATION"

It is notified that online applications are invited from bonafide Himachali by the HPBoSE Dharamshala to conduct the Written Test for filling up the following contract basis posts for Junior Office Assistant (I.T) w.e.f. 04.08.2017 . The last date for filling online application is 20.08.2017 and the Written Examination will be held on 02.09.2017(Saturday). The Board will not be responsible for delay in the filling online application due to any reason what so ever.

The distribution of 50 posts for J.O.A(IT) is given as : UR Main(16) , UR BPL(3), SC Main (6) , SC BPL (1) , ST Main (2), ST BPL (1) , OBC Main (6) , OBC BPL (2) , UR Ex-Service Man (5) , SC Ex-Service Man (2) , OBC Ex-Service Man (1) , UR Dependent of Freedom Fighter (1) , SC Dependent of Freedom Fighter (1) , UR Sports Person (2), SC Handicapped (1) ,Out of these 50 posts UR Ex-Service Man (5) , SC Ex-Service Man (2) , OBC Ex-Service Man (1), SC Handicapped (1) UR Sports Person (2) posts shall be filled up through concerned cell and the candidates of these sub categories need not apply online.

The remaining 39 posts for JOA(IT) will be filled through recruitment written exam and other process conducted by HPBOSE D/shala.

Number of posts to be filled : 39

Sr.No.	Particulars of Category/Sub Category as per roster requirement	No of posts earmarked
1	UR Main	16
2	UR BPL	3
3	SC Main	6
4	SC BPL	1
5	ST Main	2
6	ST BPL	1
7	OBC Main	6
8	OBC BPL	2
9	UR Dependent of Freedom Fighter	1
10	SC Dependent of Freedom Fighter	1
	Total	39

सामाजिक परिसर, धर्मशाला जिला कांगड़ा(हि०प्र०)-176213 Gayanalok Parisar, Dharamshala Distt. Kangra(HP)-176213

दूरभाष/Tele: 01892-242....., 242....., 229037

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Website : hpbose.org



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- (a) The candidates belonging to all reserved categories should be bonafide Himachali only.
- (b) It may be noted that certificates issued/obtained for inclusion in IRDP/OBC Categories is in prescribed formats as made applicable by the state of HP from time to time.
- (c) The certificate of IRDP issued by a competent authority will not be valid if more than 6 months old and that of OBC should not be more than one year old however in the latest prescribed format.

Pay Scale : In the Pay Band : Rs. 5910-20200/- +Grade pay Rs. 1950/-

The contractual appointee will be paid fixed contractual amount @ 7860 per month(which shall be equal to minimum of the pay band + grade pay). The contract appointee will be entitled for increase in contractual amount @ 236/- (3% of minimum of the pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/ selection scales etc. will be given.

Eligibility criteria for the post:

SR. No.	Name of the Post	Educational qualification
1.	Junior Office Assistant (Information Technology) Class-III	<p>Essential Qualification</p> <p>(1) 10+2 from a recognized Board of School Education/University.</p> <p>(2) One year Diploma in Computer Science/Computer Application/Information Technology from a recognized University/Institution or 'O' & 'A' level Diploma from National Institute of Electronics & Information Technology (NIELIT) Or Diploma in Information Technology (IT) from a recognized ITI/Institution.</p> <p>(3) Computer typing speed of 30 words per minute in English or 25 words per minute in Hindi.</p> <p>Desirable Qualification</p> <p>(1) Knowledge of customs, manner and dialects Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.</p>



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Age (as on 1st January, 2017):

"Candidate should be above 18 years and below 45 year of age. The candidate born between 01-01-1999 and 02-01-1972 (both days inclusive) are eligible."

In case of SC/ST candidates if apply upper age is relaxable by 5 year". as per R & P rules.

Application fee (non refundable):

GENERAL CATEGORY	Rs. 600/- (Rupees Six Hundred only)
SC/ST/OBC	Rs. 400/- (Rupees Four Hundred only)

Service Charges & Service Tax if applicable will be charged extra by the Bank.

Syllabus :

The standard of questions should be up to 10+2 level of the HP Board of School Education and consisting the syllabus of subject/concern field. i.e. One Year Computer Course Level.

INSTRUCTIONS/GUIDELINES FOR FILLING UP THE ONLINE APPLICATION

The candidates are required to apply online through HPBoSE website www.hpbose.org. No other mean/mode of submission of applications will be accepted. The form with incomplete information and without fee shall be summarily rejected and no correspondence will be made in this regard by the Board.

The online application form should be accompanied with fee of Rs. 600 for General Categories and Rs. 400 for Reserve Categories. The fee be sent through Payment Gateway deposited in the Bank account in favour of SECRETARY. H.P. BOARD OF SCHOOL EDUCATION DHARAMSHALA

The candidates are not required to submit original/photocopy of certificate/testimonials etc. with the application form which has been send to Board office. in favor of Section Officer, Recruitment Cell,. H.P.BOARD OF SCHOOL EDUCATION DHARAMSHALA

The candidates will not be issued letters for conduct of exam separately. The candidates would be able to download the Admit Card from the Board's website for the written test.

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The examination centres shall be in compatibility with the no. of applications received and preferably shall be at Distt. or Sub divisional headquarters . The Board reserves the right to allot any examination centre to any candidate and no request for change of centre shall be entertained under any circumstances.

Detail Information/Guidelines are also available on Board website www.hpbose.org.

**Mast Ram Bhardwaj (H.A.S)
Secretary**

Endst. No. As above

Dated:As above

Copy of above forwarded to the following for information and further necessary action:-

1. SPS/ PS to the Hon'ble Chairman/Secretary
2. Joint Secretary/Assistant Secretary concerned.
3. PRO, HPBoSE Dharamshala.
4. Section Officer, IT Cell, HPBoSE Dharamshala to develop/prepared online application for above post before 01.08.2017

**Mast Ram Bhardwaj (H.A.S)
Secretary**