

Department of Social Justice & Empowerment
Directorate for Empowerment of SCs, OBCs, Minority
& Specially Abled, Himachal Pradesh, Shimla-9

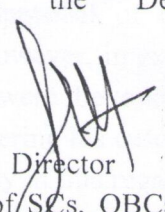
No.:1-96/84-ESOMSA-Estt. 14968-14973

Dated: 20/08/2019

OFFICE ORDER

On the recommendation of the Sub Regional Employment Officer, Ex-Servicemen Employment Cell H.P. at Hamirpur H.P. vide letter No.: DSW Ex Cell OC-63/2018 dated 19.06.2019 **Ex. Hav. Rajesh Kumar S/O Sh Shakti Chand Vill. Karned PO Naura Tehsil Palampur Distt. Kangra HP** is hereby offered appointment as **Junior Office Assistant (IT)** on contract basis in the minimum of Pay Band of ₹ 5910-20200+ Rs.1950 Grade Pay, subject to the acceptance and fulfillment of the usual as well as specific terms and conditions which are annexed as **Annexure "A"**. If offer is acceptable to the candidate, he may join the service in the office of the **Directorate for the Empowerment of SCs, OBCs, Min. & the Specially Abled, H.P. Shimla-9** with in **10 days** from the issue of offer letter along with documents required to be produced as per terms & condition of the order and will execute the requisite bond of contract, failing which the offer of the appointment shall automatically stand cancelled and the candidate will have no right to claim it.

These orders are available on the Departmental Website www.himachal.nic.in/soma.

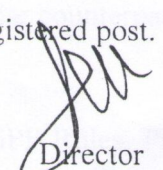

Director

Empowerment of SCs, OBCs, Minorities & the
Specially Abled, Himachal Pradesh, Shimla-9

Endst No.:As above-14968-73 Dated: 20/08/2019

Copy to the following for information and necessary action:-

1. The Sub Regional Employment Officer, Ex-Servicemen Employment Cell H.P. at Hamirpur (H.P.) w.r.t. his letter No DSW Ex Cell OC-63/2018 dated 19.06.2019
2. The Joint Director (Admin) Directorate for Empowerment of SCs, OBCs, Minority & Specially Abled, Himachal Pradesh, Shimla-9
3. The Dy. Director (SCSP) Directorate for Empowerment of SCs, OBCs, Minority & Specially Abled, Himachal Pradesh, Shimla-9
4. The Assistant Controller (F&A) Directorate for Empowerment of SCs, OBCs, Minority & Specially Abled, Himachal Pradesh, Shimla-9
5. Candidate concerned on above given address through registered post.
6. Guard file.


Director

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TERMS & CONDITIONS

1. The contractual appointee will be paid fixed contractual amount @ Rs.7860/- p.m. (which shall be equal to minimum of the pay band + grade pay). The contract appointee will be entitled for increase in contractual amount @ Rs. 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.
2. The service of the contract appointee will be purely on temporarily basis. The appointment is liable to be terminated in case the performance/ conduct of the contract appointee is not found satisfactory.
3. Contract Appointee will be entitled for one day casual leave after putting one month service. However, the contract employee will also be entitled for 10 days medical leave and 5 days special leave. He / She shall not be entitled for Medical Reimbursement and LTC etc.. No leave of any other kind is admissible to the contract appointee. Provided that the un-availed casual leave and medical leave can be accumulated up to the calendar year and will not be carried forward for the next calendar year.
4. Unauthorized absence from the duty without the approval of Controlling Officer shall automatically lead to the termination of the contract. However, in exceptional cases where the circumstances for un-authorized absence from duty were beyond his control on medical grounds, such period shall not be excluded while considering his case for regularization but the incumbent shall have to intimate the controlling authority in this regard well in time. However, the contract appointee shall not be entitled for contractual amount for this period of absence from duty. Provided that he shall submit the certificate of illness/fitness issued by the Medical Officer, as per prevailing instructions of the Government.
5. An official appointed on contract basis who have completed three years tenure at one place of posting will be eligible for transfer on need based basis where ever required on administrative grounds.
6. Selected candidate will have to submit a certificate of his fitness from a Government/Registered Medical Practitioner. Woman candidate pregnant beyond 12 weeks will stand temporarily unfit till the confinement is over..
7. Contract appointee will be entitled to TA/DA if required to go on tour in connection with his official duties at the same rate as are applicable to regular counterpart officials at the minimum of the pay scale.
8. Provisions of service rules like FRSR, leave Rules, GPF Rules, Pension Rules and Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.
9. Selected candidate will have to submit a certificate of his fitness from a Government/Registered Medical Practitioner. Woman candidate pregnant beyond 12 weeks will stand temporarily unfit till the confinement is over..

9. Selected candidate shall have to produce the following documents at the time of his/her joining:-

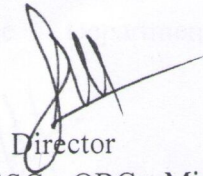
- a. Attested copies of educational qualifications certificate.
- b. Character Certificate from a Gazetted Officer.
- c. Bonafide Himachali Certificate.
- d. Certificate to this effect that he belongs to SC/ST/OBC, category, if any.
- e. Minimum Educational Qualification Certificate i.e. Graduation Certificate.

10. Selected candidate should have to enter in to an agreement on non-judicial stamp paper of Rs. 5/- with the Department .

11. Selected candidate shall have to furnish a declaration to the effect that in case of his married status; he is having one living spouse.

12. Selected candidate will have to give an undertaking in writing that he was never convicted by any court of Law and if so, he will have to furnish details regarding offence committed and punishment thereof. In case of concealing of facts his services are liable for termination.

13. Selected candidate will have to take an oath of allegiance/faithfulness to the constitution of India.



Director

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Specially Aabled, Himachal Pradesh