

Employment Notice

Samagra Shiksha, Chandigarh invites applications from eligible candidates to fill up the post of Clerk on **contract basis**:

| Sr. No. | Name of post | No. of post vacant |
|----------------|---------------------|---------------------------|
| 1 | Clerk | 1 (Gen) |

The applicants may log on to the website of the society i.e. www.ssachd.nic.in for the requisite qualifications/general Instructions/other details etc. Applications in the prescribed proforma (available on the website) along with complete biodata, self attested photocopies of Educational Qualifications and Experience Certificate, recent passport size photograph and bank draft worth Rs. 500/- in favour of State Project Director, Samagra Shiksha, Chandigarh payable at Chandigarh may be sent to the office of The State Project Director, Samagra Shiksha, Establishment Branch, 3rd Floor, Additional Deluxe Building, Sector-9D, Chandigarh by 25th June, 2020.

Dy. State Project Director(SS)-cum-DDSE
For State Project Director (SS)-cum-
Director School Education
Chandigarh Administration

Employment Notice

Samagra Shiksha, Chandigarh invites applications from eligible candidates to fill up the post of Clerk on **contract basis**:

Clerk- 1 post (General)

Qualification Bachelor's Degree and proficiency in operation of computer (word processing and spread sheets) and a speed of 30 w.p.m in English Computer Typing.

Age limit: 18-37 years (as on 01.01.2020)

Remuneration: Rs. 35,640/- per month Consolidated (as revised from time to time by Samagra Shiksha, Chandigarh.)

Selection Criteria:

| | |
|--|--|
| Graduation or its equivalent | 60 marks $\frac{\text{Marks obtained}}{\text{Maximum Marks}} \times 60$ |
| Any Additional Degree from a Recognized University | 10 marks 1 st Division- 10 marks 2 nd Division- 6 marks 3 rd Division- 2 marks |
| Computer Proficiency (i.e. word processing and spread sheets) | 15 marks |
| Experience in relevant field | 5 marks (($\frac{1}{2}$ marks per 6 months i.e. 1 mark per year) |
| Interview | 10 marks |
| Total | 100 marks |

For Dy. State Project Director(SS)-cum-DDSE
State Project Director (SS)-cum-
Director School Education
Chandigarh Administration

Application Form

Name of the post : _____
1. Full Name : _____
2. Sex (Male / Female) : _____
3. Father's Name : _____
4. Date of Birth : _____
5. Age : _____ Years _____ months _____ days
As on last date of receipt of applications

Passport size
photograph (self
attested)

6. Category : _____
7. Permanent Address : _____

8. Correspondence Address & Email Id : _____

9. Detail of draft: Draft No. _____ dated: _____
Amount: Rs. _____ Name of the bank _____

10. Telephone / Mobile No. : _____

11. Educational Qualification:

| Sr. No. | Examination | Maximum Marks | Mark obtained | Percentage | Year of Passing |
|---------|-------------|---------------|---------------|------------|-----------------|
| 1. | | | | | |
| 2. | | | | | |
| 3. | | | | | |
| 4. | | | | | |
| 5. | | | | | |

12. Experience : _____

Signature of Candidate