

Samagra Shiksha, Chandigarh
Additional Deluxe Building, Sector 9, Chandigarh
Phone 0172-5067072-80. Email: ssautchd@yahoo.co.in Website: ssachd.nic.in

Employment Notice

Samagra Shiksha, Chandigarh invites applications from eligible candidates to fill up the undermentioned posts on **contract basis**:

Sr No.	Name of post	No of post	Category
1	Accountant	2	Gen-2
2	Jr. Assistant (Accounts)	2	Gen-1 OBC-1

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/- (for each category) 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 26.12.2019.

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

Samagra Shiksha, Chandigarh
Additional Deluxe Building, Sector 9, Chandigarh
 Phone 0172-5067072-80. Email: ssautchd@yahoo.co.in Website: ssachd.nic.in

Employment Notice

Samagra Shiksha, Chandigarh invites applications from eligible candidates to fill up the undermentioned posts on **contract basis**:

Sr No.	Name of post	No of post	Category
1	Accountant	2	Gen-2
2	Jr. Assistant (Accounts)	2	Gen-1 OBC-1

Cat. No. I **Accountant**

Qualification: M.Com with knowledge of Accounts/E.P.F/CAG Audit/TDS>Returns/Income Tax/ Balance Sheets/Budgeting etc.

Age limit: 18 to 37 years. The age is to be calculated as on 01.01.2019. 5 years age relaxation will be given to the Departmental candidates)

Remuneration: Rs. 44247/- P/M consolidated (as revised from time to time)

Selection Criteria:

Qualification	Marks
Academic qualification:	20 marks Weightage
(a) B.Com -15 Marks	$\frac{\text{Marks obtained}}{\text{Maximum Marks}} \times 15$
(b) M.Com -05 Marks	$\frac{\text{Marks obtained}}{\text{Maximum Marks}} \times 05$
Experience in Accounts Work (Service rendered in Govt./Semi Govt. Department)	10 marks (01 mark for each year subject to maximum of 10 marks)
Computer knowledge (spread sheets with Tally)	10 marks
Interview	10 marks
Total	50 marks

Cat. No. II **Jr. Assistant (Accounts)**

Qualification B.Com with knowledge of Accounts, Budgeting etc.

Age:- 18 to 37 years. The age is to be calculated as on 01.01.2019. 5 years age relaxation will be given to the Departmental candidates).
 (Age Relaxation:-SC, OBC, Ex-servicemen or any other category will be given age relaxation as per the rules/instructions issued by Govt. of India/Chandigarh Administration in this regard.)

Remuneration:- Rs. 36652/- P/M consolidated (as revised from time to time).

Selection Criteria:

Qualification	Marks
Academic qualification:	20 marks Weightage
(a) B.Com -15 Marks	$\frac{\text{Marks obtained}}{\text{Maximum Marks}} \times 15$
(b) M.Com -05 Marks	$\frac{\text{Marks obtained}}{\text{Maximum Marks}} \times 05$

Samagra Shiksha, Chandigarh

Additional Deluxe Building, Sector 9, Chandigarh

Phone 0172-5067072-80. Email: ssautchd@yahoo.co.in Website: ssachd.nic.in

Experience in Accounts Work (Service rendered in Govt./Semi Govt. Department)	10 marks (01 mark for each year subject to maximum of 10 marks)
Computer knowledge (spread sheets with Tally)	10 marks
Interview	10 marks
Total	50 marks

Sd/

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

Samagra Shiksha, Chandigarh
Additional Deluxe Building, Sector 9, Chandigarh
Phone 0172-5067072-80. Email: ssautchd@yahoo.co.in Website: ssachd.nic.in

Passport size
photograph (self
attested)

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
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