

Water and Sanitation Support Organization
(O/O Engineer-in-Chief, Haryana, Public Health Engineering Department)
Bays No. 13-18, Sector-4, Panchkula.

Engagement of staff on contract basis.
Closing date for receipt of applications - *5th March, 2020*

Applications are invited for the under mentioned posts purely on contract basis as per the policy of outsourcing notified by Govt. of Haryana, on the prescribed application form. The applications form can be downloaded from the Departmental website, phedharyana.gov.in. The candidates are advised to strictly use the prescribed format of the applications form only otherwise their application will be rejected.

Sr. No.	Position	Qualification	Experience	No. of posts	Monthly fixed emoluments payable	Place of Vacancies
1	2	3	4	5	6	7
1.	Information Education & Communication and Equity Consultant (for Water Sector).	Graduate in mass communication or related field.	5 years experience with NGO / Govt. Deptt. after acquisition of requisite qualification	02 Gen-1 SC- 1	Rs. 25,000/-	District Head Quarter of Panipat and Sonapat.

If the applications of eligible candidates are more than 10 times of the vacancies of that category then the candidates will be short-listed based upon the marks obtained in the Graduation degree plus experience. The weightage of academic qualification will be out of 40 marks and experience will be out of 10 marks.

Age Limit - 21 to 60 as on the closing date of advertisement

General Conditions:

1. The completed application on the prescribed format with self attested photo copies of education qualification/experience, one self attested photograph shall reach the Director, WSSO, Bays No. 13-18, Sector-4, Panchkula (office of Engineer-in-Chief, Haryana, Public Health Engineering Deptt.) on or before office closing hours **5th March, 2020**.
2. The applicants applying against reserved posts shall submit the requisite certificate along with Haryana domicile certificate. The application received without proof will be considered towards General category if otherwise found in order and complete in all other respect.
3. The applications received after **5th March, 2020** will not be accepted and will be rejected without any further correspondence.
4. He or she must be a citizen of India.
5. A candidate shall submit only one application for a particular post.

6. The application not submitted on prescribed format, unsigned, incomplete, received without requisite photo copy of qualification certificates/experience certificates, not meeting age criteria will be rejected without any notice.
7. No fee is required to be deposited with the application.
8. These engagements are purely on contract basis with a fixed emoluments for a period of one year initially which can be further extended as per the requirement on mutual consent.
9. The selected persons will require to sign an agreement as per the outsourcing policy of the State of Haryana.
10. He/ She must not have more than one living spouse until and unless permitted by the appropriate law.
11. The selected persons will be required to work and function as per National Rural Drinking Water and Sanitation Programme by Ministry of Drinking Water and Sanitation Govt. of India.
12. The number of posts can increase. The additional vacancies that may arise later on, will also be filled up from this very advertisement.
13. In case sufficient candidates under any reserve category are not available then the available vacancy will be filled up amongst that particular category applicants without any further advertisement.
14. No request for issue of application form will be entertained. The applicants shall only use the downloaded format from the website <http://wss.hry.nic.in>.
15. The selected persons shall require extensive travel in the rural areas throughout the State in public conveyance even during odd hours as per requirement and no Govt. vehicle shall be provided.
16. The person should have ability to work independently without any secretarial support/ service.
17. The person should have good knowledge of Hindi and independent operation of computer.
18. The applicants shall be ready to accept the emoluments as stated in the advertisement for the post applied for or as amended from time to time for the contractual period or extended contractual period if any and will not have any right to lay any extra claim over and above.
19. The posts are non transferable. No request for transfer/ adjustment of the selected candidates from one place to another shall be entertained. A candidate shall apply only if he is ready to join and work at any place of his posting in Haryana.
20. No request of attachment of additional documents with the application after receipt will be entertained.
21. The applicants shall be between 21 to 60 years of age as on **5th March, 2020**.
22. The applicant shall sign all the pages of the application form and photocopies of the documents attached with application.

23. The qualification will be determined with regard to the last date fixed for receipt of Application.
24. The candidate applying for a post must ensure that they fulfill all the educational and experience conditions on the last date of applications. If on verification any time before or after interview or engagement, it is found that information furnished is false or incorrect their candidature will be cancelled or engagement terminated.
25. The experience will be considered only after acquiring the essential qualification i.e. after the date of issue of certificate by the authority. The experience before acquiring the essential qualification will not be considered.

DOCUMENTS TO BE ATTACHED WITH THE APPLICATION FORM

- i) One self attested copy of latest passport size photograph should be pasted on the application form.
- ii) Self attested photocopy of essential qualifications as above i.e. diploma/degree etc. should be attached with the application form.
- iii) Self attested copy of fresh Eligibility Certificate in case of DESM candidates duly issued by the respective Zila Sainik Board.
- iv) Attested copy of Sport Gradation Certificate in case of Outstanding Sports Persons, duly issued by the Competent Authority.
- v) Attested photo copy of SC / BC / PHC /SBC / EBC Certificate issued by competent authority.

Note:- 1 The candidates are advised that the self attested photocopy of all qualifications should be attached with the application form.

Note: - 2 An application form will be summarily rejected in the following events:-

- (i) If a candidate makes more than one application for a particular category.
- (ii) If the application is not in the prescribed format appended with this advertisement.
- (iii) If the application is unsigned/incomplete.
- (iv) If the application is received after the closing date. The department is not responsible for any postal delay or delay in receipt of application due to any reason. The candidate shall ensure the receipt of the application on or before closing date.
- (v) If a candidate does not possess the requisite academic qualification on the cut off date.
- (vi) If a candidate is underage/overage on the cut off date.

Place : Panchkula

Date :

Director,
Water and Sanitation Support Organization,
Office of Engineer-in-Chief, Haryana
(Public Health Engineering Department)
Bays No. 13-18, Sector-4, Panchkula

Departmental Website: phdharyana.gov.in
Telephone No. 0172-2586260/0172-2561673

SPECIAL INSTRUCTIONS:

1. The prescribed essential qualification does not entitle a candidate to be called for interview. The decision of the Selection Committee in all the matters relating to acceptance or rejection of an application, eligibility/suitability of the candidates, mode of, and criteria for selection etc. will be final and binding on the candidates. No inquiry or correspondence will be entertained in this regard.

2. HOW TO APPLY - GENERAL INSTRUCTIONS

A candidate whether he belongs to general category or reserved categories viz. SC, BC, ESM/DESM can submit only one application for particular category of post. Application form complete in all respects duly filled in by the candidates in their own handwriting in capital letters and signed at the specified space should reach to the Director, WSSO, Bays No. 13-18, Sector-4, Panchkula PIN- 134112 (O/o Engineer-in-Chief, Haryana, Public Health Engineering Department).

3. All the columns of the application form should be filled in. The candidate should give details of all the examinations passed from Matriculation or its equivalent onwards and mention total and percentage of marks obtained and maximum marks in each examination. The candidates are advised to attach photocopy of essential qualification certificates/diploma/degree etc. with the application form alongwith Eligibility Certificates in case of DESM and Sports Gradation Certificate in case of Outstanding Sports Person category and PHC Certificate from the Competent Authority. The candidates, who have obtained degrees or Diplomas or Certificates for the various courses from any institution declared fake by the University Grants Commission, shall not be eligible for being considered for recruitment to the posts advertised.

4. **Reservation of posts:** - Reservation of posts will be as under:-

Name of consultants/ Coordinator	Total Number of Posts	General	SC	BCA	BCB	Physical Disability (PHC)	Special Backward class (SBC)	Economically backward class (EBC)
District IEC & Equity Consultant	2	Gen -1	SC-1	0	0	0	0	0

Abbreviations:

ESM – Ex-serviceman, OSP – outstanding Sports persons,

5. **For Disabled ESM/Dependent of Killed/ Disabled in action** the reservation will be as per Haryana Govt. instructions contained in letter No. 945-GS-II 72/6451, dated the 6th March, 1972.

The reservation for ESM will be utilized in the order given below:-

- i) Disabled ex-servicemen with disability between 20% to 50%.
- ii) Up to two dependents of Service personnel killed/disabled beyond 50%
- iii) Other ex-servicemen.

Note:-1. Disabled ex-servicemen will mean ex-servicemen who, while serving in the Armed Forces of the Union were disabled in operations against the enemy or in disturbed areas.

Note:-2. The dependents will include besides wife/widow, dependent sons/daughters.

The dependent sons of ESM who fulfill all conditions of qualifications, age etc. prescribed for posts will be considered on merit for the posts reserved for ESM to the extent of non-availability of suitable ESM candidates. The children and the grand-children of Freedom Fighters (DFF) would be considered to the extent mentioned in Haryana Govt. letter No. 22/20/83-3GSIII, dated 26.7.1984 as amended from time to time, if the quota reserved for Ex-servicemen, remains unfilled due to non-availability of suitable Exservicemen or their dependents. ESM/DESM candidates of Haryana claiming benefit will have to produce the fresh Eligibility Certificate from the concerned Zila Sainik Board at the time of interview. Mere dependent certificate will not be entertained. ESM candidates should also produce at the time of interview attested photo copy of Identity Card issued by concerned Zila Sainik Board.

NONE OF THE PERSONS BELOW SHALL FALL WITHIN THE DEFINITION OF WORD DEPENDENT OF EX-SERVICEMEN IN TERMS OF HARYANA GOVT. LETTER NO. 12/37/79-GSII, DATED 21-11-1980:-

- i) A person may be working on an adhoc basis against the post advertised or somewhere else.
- ii) A person may be unemployed at the time of making the application but he may have other source of income viz. from agriculture, trade, property, Bank Balance etc.
- iii) A person who is a member of the joint Hindu family and remains dependent upon the Karta till there is partition in the family or he ceases to be a member of the joint Hindu family and is obliged to pass on all his income to the Karta and he draws money for his subsistence from the pool of the joint Hindu family with the consent of the Karta.
- iv) A candidate who is a member of the joint Hindu family is employed on adhoc basis but he is otherwise dependent on his father.

Note :- i) The benefit of reservation will be given only to those SC/BC/ PHC/ ESM /SBC/EBC and outstanding sportsperson candidates who are domicile of Haryana State. These candidates are required to submit their reservation Certificates duly issued by the competent authority at the time of interview. Likewise the Outstanding Sports Person shall be required to attach the sport gradation certificate with the application form as per Government instructions duly issued by the competent authority. DESM shall be required to attach the fresh Eligibility Certificate duly issued by the respective Zila Sainik Board with the application form.

12. Write Name and complete mailing address in block letters, with black pen only

Name :						
Address :						
Residence Telephone No. :			Mobile No.		Pin code	
Email Id :						

13. Educational qualification

Education Qualification	Year of passing	Marks obtained	Total Marks	%age	Division	Name of Board/ University	Subject

14. Any other higher qualification, specify _____

15. The date of passing the essential qualification i.e. issue of certificate by the authority:-

Date

16. Experience :

Note: - The experience shall only after acquiring the essential qualification i.e. after the date of issue of certificate / mark sheet by the authorities.

Name of organization where worked	Designation	Dates for which worked		Period for which worked			Emoluments received per month	Brief of duties performed	Remarks
		From	To	Years	Months	Days			

17. Visible identification mark on the body of the candidate _____

18. Declaration : I hereby declare that

- (i) All statements made in this application form are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, or ineligibility being detected before or after the interview/appointment/selection, my candidature may be cancelled and action can be taken against me.
- (ii) I have read the provisions in advertisement of the Commission carefully and I hereby undertake to abide by them. I fulfill all the conditions of eligibility regarding age limits, educational qualifications etc. prescribed in the advertisement and other relevant rules and instructions.
- (iii) I have never been convicted by Criminal Court.
- (iv) I have read all the General/Special instructions on the website of the Department and agree to all the terms and conditions therein.

PLACE: _____

DATE: _____

SIGNATURE OF THE CANDIDATE
(unsigned application will be rejected)