



CH. CHARAN SINGH HARYANA AGRICULTURAL UNIVERSITY HISAR

ORDER

No. Admn. R1/19/

Dated:

The Vice-Chancellor, CCS Haryana Agricultural University, Hisar is pleased to appoint the following persons to the temporary post(s) of Clerk, under category mentioned against each, in the pay scale of Rs. 5200-20200+1900 GP+40 SP (revised to level-2) at a starting salary of minimum pay band per month plus other allowances as admissible according to the rules of the CCS HAU, Hisar, as applicable from time to time, in the offices/departments mentioned against each w.e.f. the date they report themselves for duty:

Sr. No.	Name and Address of Candidate	Roll No.	Cat.	Name of office /department for posting	Reporting Office for Joining	Remarks
1.	JITENDER PILANIA S/O SH. SHER SINGH PILANIA VILL. DEVAWAS POST OFFICE ISHARWAL TEH. TOSHAM DISTT. BHIWANI-127043	1044715820	Gen	Comptroller A-4(a) Agri. (B) State	Comptroller	
2.	AMIT BALHRA S/O SH. RAMPAL BALHRA R/O H.NO. 623 WARD 10 RAMGOPAL COLONY ROHTAK- 124001	3024713496	Gen	Registrar A-2 Agri. (B) State	Registrar	
3.	REETU D/O SH. IJANHAWER VPO GHARWAL TEHSIL GOHANA DISTT. SONIPAT-131302	4074704927	Gen	KVK, Karnal Dte-Ext-1-Agri. (B) State	DEE	However, he will work at KVK, Faridabad
4.	JOGINDER S/O SH. KARTAR SINGH R/O H. NO. 160 WARD 06 HARI NAGAR, JHAJJAR-124507	4094706698	BCA	RDS Seed Farm Dte-R-1-Agri. (B) State	DR	Subject to*
5.	DINESH S/O SH. JOGENDER SINGH VPO MAJRA D, TEHSIL BERI PANA BIMAN DISTT. JHAJJAR- 124202	4094706270	BCA	XEN (E/Maintenance) A-10 Agri. (B) State	EO-cum-SE	
6.	AMIT KUMAR S/O SH. DHARMVEER VPO MEERPUR DISTT. REWARI- 122502	4064703812	SC	Extension Education T-1 Agri. (B) State	Dean COA	
7.	SATYENDER KUMAR S/O SH. AMAR CHAND R/O H.NO. 433 VPO MAKRANA, CHARKHI DADRI- 127022	4024700637	ESM Gen	Director (S&P) A-5 Agri. (B) State	Comptroller	
8.	SUNIL KUMAR S/O SH. RATI RAM R/O H.NO. 103 VILL. GADARWAS PO DALANWAS, M. GARH-123024	1014713971	ESM Gen	Comptroller A-4(a) Agri. (B) State	Comptroller	Subject to*
9.	YOGESH KUMAR S/O SH. RAJBIR SINGH R/O H.NO. 220 VPO NIRJAN, JIND-126102	2064711183	ESM BCB	Dean, COBS&H T-4 Agri. (B) State	Dean, COBS&H	
10.	RAKESH KUMAR S/O SH. MUNI RAM VPO SAI TEH & DISTT. BHIWANI-127027	2024708895	ESM BCB	XEN (C-II/ Construction) A-10 Agri. (B) State	EO-cum-SE	



11.	MANJIT KUMAR S/O SH. BIRHM PRAKASH VILL BHAGESHWARI PO ACHINA, CHARKHI DADRI-127307	4044702462	ESM BCB	RDS Seed Farm Dte-R-1-Agri. (B) State	DR	Subject to*
12.	DINESH KUMAR S/O SH. JALE SINGH VPO JHOLRI TEH. KOSLI, REWARI-123303	4094706091	ESM BCB	RDS Seed Farm Dte-R-1-Agri. (B) State	DR	

* Subject to production of a certificate from the conducting computer course/diploma program institute/agency stating that computer course/program completed by the candidate is recognized/approved by the Govt./Govt. approved agency at the time of joining.

Terms & conditions:-

They shall be

- a) on probation for a period of two years which period may be extended or reduced by the competent authority. In case their work or conduct is not found to be satisfactory at any time during the period of probation, their services may be dispensed with, without any notice.
- b) required to produce Medical Certificate of fitness from the Senior Medical Officer of the University before they are allowed to join.
- c) required to pass Departmental Examination and such other tests as are/may be prescribed by the Vice-Chancellor from time to time.
- d) liable to transfer to any other post/work, without affecting their emoluments, at any time as and when it is considered necessary by the competent authority. It will also be open to the University to depute them to work elsewhere for specific periods.
- e) required to produce before joining, relieving certificate from their present employer, if any.
- f) entitled to leave, gratuity, T.A. and other allowances etc. according to the provisions of the Statutes and orders as are in force or amended/issued from time to time.
- g) governed by other conditions of services in accordance with the Statutes of this University and such other rules and orders as are in force or may be amended/introduced from time to time.
- h) liable to removal from service and such other action as may be deemed necessary, if any declaration given or information furnished by them is false or if they are found to have willfully suppressed any information.
- i) liable to removal from their services, in case subsequently any adverse facts come to the notice of the University as their character and antecedents have not been got verified.
- j) governed by the New Defined Contributory Pension Scheme amended/issued from time to time.
- k) required to produce at the time of joining, if applicable, a self attested statement to the effect that if at any stage the information provided in the proforma for socio-economic criteria filled by them is found to be false, their services will be terminated on the ground of furnishing wrong information. This termination of service shall be done even if they would have made to the selection list without the marks for socio-economic criteria. In addition, criminal action for giving false information in the form of self attested statement shall be initiated against them.
- l) liable to give their consent within 15 days from the date of issue of this letter to the Office/Department assigned to them whether the offer is acceptable to them or not. If no consent is received by this period, it will be presumed that the offer is not acceptable to them and steps will be taken to offer the post to the next candidate(s). If the offer is acceptable to them, they may join the post within six weeks from the date of issue of appointment orders failing which the offer of appointment will stand withdrawn.



m) required to submit an undertaking by way of affidavit (proforma attached) on non-judicial stamp paper of Rs. 10/- duly signed and attested by the Notary/Executive Magistrate at the time of joining. The information pertaining to degree/diploma/course certificate in computer to be furnished in the undertaking by way of affidavit must have been completed on or before last date of submission of application form i.e. 04.10.2018. The certificate of authorization/recognition (proforma attached) if applicable, is also required to be submitted by them along-with their joining report. In the absence of these documents, no joining will be accepted.

2- The appointment of the above candidates is in anticipation of verification of academic certificates/degrees/diplomas/caste/experience certificates etc. from the concerned issuing authorities with the condition that their services can be dispensed with, without any notice in case their certificates are found false/forged.

3- These posts stand cleared by the Vice-Chancellor, CCS HAU, Hisar. The candidates shall be allowed to join the post(s) only when they produce the Medical Certificate of fitness from the Senior Medical Officer, CCS HAU, Hisar and a self attested statement (if applicable) as mentioned under point (k) & (m) of para-1 in the appointment order.

4- The ESM candidates of Haryana claiming benefit, shall submit the valid eligibility certificate (in original) from the concerned Zila Sainik Board and shall also submit attested copy of identity card issued by concerned Zila Sainik Board at the time of their joining.

Sd/-
Registrar

Endst. No. Admn.R1/19/5993-6025

Dated: 27-12-19

A copy of the above is forwarded to the following for information and necessary action, please:-

1. The SPS to Vice-Chancellor, CCS HAU, Hisar
2. The Director of Research, CCSHAU, Hisar
3. The Comptroller, CCS HAU, Hisar
4. The DEE, CCS HAU, Hisar
5. The EO-cum-SE, CCS HAU, Hisar
6. The Dean, COA, CCS HAU, Hisar
7. The Dean, COBSH, CCS HAU, Hisar
8. The DDO office of Registrar
9. The Director, RDS, Seed Farm, CCS HAU, Hisar
10. The Director (S&P), CCS HAU, Hisar
11. The HOD, Extension Education (COA), CCS HAU, Hisar
12. The XEN, (E/Maintenance), CCS HAU, Hisar
13. The XEN, (C-II/Construction), CCS HAU, Hisar
14. The Sr. Coordinator, KVK, Karnal
15. The Sr. Coordinator, KVK, Faridabad
16. The Senior Medical Officer, CCS HAU, Hisar. He is requested to examine the candidates as soon as they present themselves.
17. Joint Director Local Audit, CCS HAU, Hisar
18. Incharge, Technical Cell, COBS&H., CCS HAU, Hisar
19. P.S. to the Registrar, CCS HAU, Hisar
20. The Asstt. Registrar (E), CCS HAU, Hisar. He is requested to get academic certificates degrees/diplomas/caste/experience certificates etc. of the candidates verified from the quarter concerned at the earliest.
21. Personal file of the candidate(s)
22. Candidate(s) concerned

They are requested to accept the joining report of the candidates concerned only when they submit the required documents mentioned under point (k) and (m) of para-1 besides medical certificate of fitness. In case of ESM candidates, the documents desired under para-4 are also required at the time of their joining.

Advisor (RC)
for Registrar
27/12/19

Undertaking by way of Affidavit

1- That I applied for the post of Clerk in pursuance of the Advertisement No. 7/2018 of CCS HAU, Hisar and have been selected for the same. The appointment order has been issued vide Endst. No. _____ dated _____

2- That I know and understand the qualification condition laid down in the said advertisement for the post of Clerk which reads as follows -

- (i) Graduation with at least 50% marks from any recognized University/ College.
- (ii) Valid certificate of passing the State Eligibility Test in Computer Appreciation and Applications (SETC) However, the persons who have acquired degree in Computers i.e. BCA/ MCA/ B.Tech/ M.Tech. in computers from recognized University/ College or diploma in computers from Govt. Polytechnic, HKCL, HARTRON, DOEACC/ NIELIT etc or have done a course in computers from any other reputed institution/agency authorized by Govt., are exempted from SETC.
- (iii) Knowledge of Hindi/Sanskrit upto Matric standard.

Note.- Ex-servicemen who are matriculate (including Ex-Servicemen who have obtained Indian Army Special Certificate of Education or the corresponding certificate in the Navy or the Air Force) and have put in not less than 15 years service in the Armed Forces of the Union are also eligible to apply and will be considered for posts reserved for Ex-servicemen.

3- That regarding the above referred qualification of Degree/Diploma/Course in Computer, _____ I undertake and certify that

- i) That I have passed the Degree/Diploma/Course in Computer from _____ (Name of institute) in the year _____ and a valid certificate to this effect has been issued vide No. _____ dated _____.
- ii) That said institute has been recognized/authorized by the Government/ Government approved agency for imparting the said Degree/Diploma/Course in Computer
- iii) The Degree/Diploma/Course in Computer being possessed by me fulfils all the requirement as laid down in qualification for the post of Clerk in the Advertisement No. _____ of CCS HAU Hisar

4- That my above referred Degree/Diploma/Course in Computer is liable for any enquiry by CCS HAU Hisar at any stage.

5- I understand and authorize CCS HAU, Hisar to take all possible legal action against me including the termination of my service forthwith in case all or any of my claim put forth in para no. 3 is found wrong or false.

Place:

Dated:

DEPONENT

VERIFICATION

Verified that the contents of my above affidavit are true and correct to my knowledge and belief. No part of it is false and nothing material has been concealed therein.

Place:

Dated:

DEPONENT

CERTIFICATE OF AUTHORISATION/RECOGNITION

This is to certify that (Name of the Institute) is authorized/recognized by
_____ (Name of Government/ Government
approved agency) vide No. _____ Dated _____ to
conduct the _____ (title of the course /training)
attended by _____ (Candidate's Name) successfully
completed course title _____.

Dated:

(Authorized signatory with seal)