

CHANDIGARH EDUCATION DEPARTMENT (SUB-OFFICE CADRE) (GROUP 'C')
(MINISTERIAL) RECRUITMENT RULES, 2018.

[Extract from the Chd. Admn. Gaz. (Extra.), dated the 4th October, 2018] CHANDIGARH ADMINISTRATION EDUCATION DEPARTMENT Notification The 28th September, 2018 No. DHE-UT-Ad.III-13(14)99.—In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with the Government of India, Ministry of Home Affairs, Notification S.O. No. 3267, dated 1st November, 1966, Administrator, U.T., Chandigarh makes the following rules, regulating the method of recruitment to Group-'C' (Ministerial) posts in the Chandigarh Education, Department (Sub-Office Cadre) Union Territory, Chandigarh namely : 1. Short title and commencement.—(i) These rules may be called the Chandigarh Education Department (Sub-Office Cadre) (Group 'C') (Ministerial) Recruitment Rules, 2018. (ii) They shall come into force on the date of their publication in the Official Gazette

2. Application.—These rules shall apply to the posts specified in column No. 1 of the Schedule annexed to these rules

3. Number of posts, classification and scale of pay.—The number of posts, its classification and the scales of pay shall be as specified in columns 2 to 4 of the said Schedule

4. Method of recruitment, age limit and qualification, etc.—The method of recruitment to the said post, age limit, qualifications and other matters connected therewith shall be as specified in columns 5 to 13 of the said Schedule

5. Disqualification.—No person,— (a) Who has entered into or contracted a marriage with a person having spouse living. OR (b) Who, having a spouse living, has entered into or contracted a marriage, with any person, shall be eligible for appointment to the said posts Provided that the Administrator, Union Territory of Chandigarh, if satisfied that such marriage is permissible under the Personal Law applicable to such person an other party to the marriage and there are other grounds for so doing exempt, any person from the operation of this rule

6. Power to relax.—Where the Administrator. Union Territory of Chandigarh is of the opinion that it is necessary or expedient so to do, he may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules in respect of any class or category of persons

7. Savings.—Nothing in these rules shall effect reservations, relaxation of age limit and other concessions required to be provided for Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-Servicemen and other special categories of persons in accordance with the order issued by Chandigarh Administration from time to time in this regard. B. L. SHARMA, Education Secretary, Chandigarh Administration. Name of Post 1 —operator No. of Post 2 One post Classifi- cation of post 3 General Central Civil Services. (Group Non- Gazetted Ministerial Scale of pay 4 10,300- 34,800 plus 3,200 Grade Pay U T., Chd Whether selection post or non- selection post 5 Selection by merit Age limit for direct recruits 6 18—37 years Educational and other qualification required for direct recruits 7 (i) Graduation from recog- nized University or I nstitution alongwith Diploma in Computer Science/ Computer Applications/ Information Technology from a recognized University/ Institutions. (ii) A Degree in Computer Science/ Computer Applications/ Information Technology from a recognized University. (iii) Speed of 8000 depressions per hour for Data Entry Work. Whether age and educa- tional Qualifi- cation prescribed for direct recruits will apply in the case of promotees 8 Not applicable Period Of probation. if any 9 Three years Method of recruitment. whether by direct recruit- ment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods 10 By Direct Recruitment In case of recruitment by promotion/ deputationmtransfer grades from which promotion/deputation/ transfer is to be made 11 By Deputation : From the officials of Central Government/ State Government/ Union Territory Administrations holding analogous posts on regular basis and carrying the same of identical scale of pay. (The period of deputation including the period of deputation in another ex-cadre post held immediately preced- ing this appointment in the same or some other organization/ department shall not ordinarily exceed three years). If a Depart- mental Promoion Canmttee exists, what is its composition 12 Yes Group 'C' Departmental Promotion Committee for Pro- motion Chairman Director Higher Education Members t. Director School Education 2. Assistant Legal Remem- brancer Circum- stances in wh ich U PS.C. is to be

con- sulted in making direct recruitment 13 Not applicable Govt. Press, Name of Post Book Binder Number of Post 2 05(Five) (2014) Subject to variation dependent work load. Classification 3 General Central Civil Services Group 'C' (Non- Ministerial) Scale of pay 4 p.B.:2 e 5910- 20200+ Grade Pay Whether selection post or non- selection post 5 Not applicable Age limit for direct recruits 6 Between 18 years and 25 years (Relaxable for Government servants up to 05 years in accordance with the instructions issued by Chandigarh Administration from time to time.) Educational and other qualifications required for direct recruits 7 Minimum knowledge of Whether age. and educational qualifications prescribed for recruits will apply in the case of promotees 8 Not applicable Period of probation, if any 9 Two years Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the posts to be filled by various methods 10 1000/0 Direct Recruitment failing which by deputation. In case of recruitment by promotion/deputation/ absorption, grades from which promotion/deputation/ absorption to be made 11 By Deputation : From amongst the officials of Punjab/Haryana State Govts/ Union Territory. Chandigarh holding analogous post having 5 years regular service in the cadre, The period of deputation including the period of deputation in another ex- cadre post held immediately preceding this appointment in the same or some other organization/department shall ordinarily not exceed three years). If a Departmental Promotion Committee exists, what is its composition 12 Not applicable Circumstances in which U.P.S.C. is to be consulted in making recruitment 13 Not applicable 4713 CCUT—Govt. Press, U T, Chd.

