

REVENUE DEPARTMENT, DISASTER MANAGEMENT CELL, H.P. SECRETARIAT
SHIMLA-171002

ADVERTISEMENT NO. Rev (DMC)(B) 2-4/84-IV

Dated: - 24-9-2022

Applications on the prescribed form as per **Annexure-I** are invited for filling-up of **01 vacant posts of Peon (Class-IV) on Daily Wage basis** under the Establishment of Director -cum Special Secretary, Revenue, Department Disaster Management Cell. from amongst the eligible applicants.

Name of Post	Peon
Total Post(s)	01
Break-up for the post of Peon	01(UR)
Class of Post of Peon	Class-IV (Non-Gazetted)
Minimum Educational and other qualifications for the post of Peon.	(a)ESSENTIAL QUALIFICATION(S) :- (i) Should have passed Matriculation Examination or its equivalent from recognized Board of School Education/Institution. (ii) As per Govt. Notification No. Per (AP)-C-C(17-2/2018 dated 19-11-2019, a candidate shall be eligible for Class-IV post(s), if he/she has passed Middle or Matriculation from any School/Institution situated within Himachal Pradesh. Provided this condition shall not apply to Bonafide Himachalis. (b)DESIRABLE QUALIFICATION(S) :- Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
Emoluments for the post of Peon on daily wage basis	Rs.350/- per day or as revised by the Govt. from time to time.
Application fee: -	Application fee of Rs. 200/-(Two hundred) for the candidates belonging to General Category and Rs. 100/- for the candidates belonging to the category/subcategories of Scheduled Caste, Scheduled Tribe, Other Backward Classes & EWS/IRDP/BPL etc. The Female candidates shall be exempted from the application fee.
Mode of Payment: -	The fee will be accepted only in the shape of Demand Draft/Bank Draft/IPO issued in favor of Deputy Secretary (Revenue) to the Government of Himachal Pradesh, Shimla-171002

Note: - The interested/eligible candidates will have to apply separately on separate application forms for the above-mentioned post(s) and prescribed application fee for the post must be enclosed with each application form. The application along with relevant supporting documents as prescribed by the Department of Personnel, H.P. Government Notification No. Per (AP.B) B(15)-5/2014 dated 17-4-2017 should reach in the office of the Director -cum -Special Secretary (Rev-DM), Ellerslie Building, Room No- G-11 HP Secretariat Shimla -171002 on or **before 26.10.2022 till 5:00PM** from non-tribal areas positively and the candidate of tribal areas of HP shall be given an additional time of 15 days (i.e. **10.11.2022 till 5:00PM**) to submit their applications.

Selection Mechanism: Merit of minimum educational qualification (Matriculation), in terms of the Recruitment & Promotion Rules, shall be calculated as:- {Percentage of marks obtained in prescribed educational qualification to be calculated out of 85 marks. For example, a candidate getting 50% marks in Matric will be given 42.5 marks} – **85 marks**

Evaluation of candidate to be made in the following manner):- i) Belonging to notified Backward Area or Panchayat, as the case may be. =01 Mark ii) Land less family/family having land less than 1 Hectare to be certified by the concerned Revenue Authority. =02 Marks iii) Non-employment Certificate to the effect that none of the family members is in Government/Semi-Government service. =2.5 Marks iv) Differently abled persons with more than 40% impairment/disability/infirmity. =01 Mark v) NSS (atleast one year)/certificate holders in NCC/The Bharat Scout and Guide/Medal winner in National Level sports competitions. =01 Mark vi) BPL family having annual income (from all sources) below Rs. 40,000/-or as prescribed by the Govt. from time to time. =2.5 Marks vii) Widow/divorced/destitute/single woman. =1.5 Marks viii) Single daughter/Orphan =01 Mark ix) Experience upto a maximum of 5 years in Govt./Semi-Govt. Organization relating to the post applied for (0.5 marks only for each completed year) =2.5 Marks - **15 marks**

The applications received after the last date or found incomplete will be rejected and no correspondence in this regard will be entertained. Selected candidate will be posted in the establishment of Director- cum- Special Secretary, Revenue Department Disaster Management Cell Himachal Pradesh, Secretariat Shimla-171002. Candidates can download application form from the official website of Disaster Management Cell: hpsdma.nic.in.

Terms and Conditions: -

1. Age of candidates shall be reckoned as on 01-01-2022
2. As per R&P Rules the minimum age limit is 18 years and maximum 45 years. The upper age is relaxable for SC/ST & Other categories of persons to the extent permissible under the H.P. Government.
3. Candidates can obtain application form by downloading from the official website of HPSDMA: hpsdma.nic.in.
4. Application received after due date will be rejected straight away without any intimation to the candidate(s).
5. Any further information about the qualification or job requirements can be taken from the office of the Revenue Department, Disaster Management Cell Ellerslie Building, Room No- G-11 HP Secretariat Shimla -171002 on any working day from 10:00AM to 05:00PM.
6. No TA/DA will be paid for appearing in evaluation.
7. The applications form should be filled complete in all respects by giving correct Information. Defective and incomplete applications and those with wrong or false information will be rejected.
8. Short listed candidates will be called for evaluation process as prescribed by the Department of Personnel, H.P. Govt. Notification No. Per (AP.B)B(15)-5/2015 dated 17.04.2017 of each category on the basis of marks obtained in Matriculation Examination and other criteria mentioned in notification *ibid*.
9. The Director, - cum Special Secretary (Rev-DM) to the Government of Himachal Pradesh, Shimla-171002, reserves the right whether to fill-up the post or withdraw the advertisement at any point of time.
10. In case of any objection, the decision of the Selection Committee will be final.
11. Application should reach in office of the Revenue Department, Disaster Management Cell Ellerslie Building, Room No- G-11 HP Secretariat Shimla -171002, before 05.00PM on the due date or the next working day, if the due date happens to be a holiday.
12. Attach self-addressed envelope duly stamped Rs. 5/-.



Sudesh Kumar Mokhta (IAS)
Director-cum- Spl. Secretary (Rev-DM) to the
Government of Himachal Pradesh

**APPLICATION FORM TO THE POST OF PEON (DAILY WAGE BASIS) IN
THE OFFICE OF THE DIRECTOR-CUM SPECIAL SECRETARY REVENUE
DEPARTMENT, DISASTER MANAGEMENT CELL, ELLERSLIE BULDING
, ROOM No- G-11 HP SECRETARIAT SHIMLA -171002**

1	Name of the post applied for			
2	Name of the Applicant: (In capital letters)			
3	Father/Husband Name: (In capital letters)			
4	Date of Birth:			
	DDMMYYYY			
5	Gender(Male/Female):	PI Tick- (Male/Female)		
6	Category (GEN/SC/ST/OBC/EWS):			
7	Sub-Category(UR/BPL/WFF)			
8	Aadhar No:	(Attach copy of Adhar Card)		
9	Mobile No:			
10	Marital Status: (Married/Unmarried)			
11	Employment Exchange Registration No.		Date of Registration	
12	Name of Employment Exchange/Sub-Exchange			
13	Application Fee Rs.....	DD/Post a Order No.....	Date of issue	
14	Permanent Home Address: (In Capital Letters)			
15	Correspondence Address: (In Capital Letters)			
16	Bonafide Himachali.	Yes/No		

		If Yes, attach the self attested copy of certificate duly issued by the concerned SDO(C), Tehsildar/Naib Tehsildar.		
Educational Qualification(s):- Please attach copy of relevant qualification				
Name of Examination	Name of the Board/University	Marks obtained/Total Marks	Percentage Obtained	Year of passing Exam
Middle				
Matriculation				

17	Whether belonging to notified Backward area or Panchayat.	Yes/No If Yes, attach the self attested copy of certificate duly issued by the concerned SDO(C), Tehsildar/Naib Tehsildar.
18	Whether belonging to land less family/family having land less than 01 Hectare.	Yes/No If Yes, attach the self attested copy of certificate duly issued by the concerned Revenue Authority.
19	Whether any member of your family is in Government/Semi Government service.	Yes/No If No, attach the self attested copy of certificate non-employment to the effect that none of the Family members is in Government to the issued by the concerned SDO(C), Tehsildar/Naib Tehsildar.
20	Differently abled persons with more than 40% impairment/disability/infirmity.	Yes/No If Yes, attach the self attested copy of disability certificate duly attested by the Competent Medical Board i.e. District Medical Board or above.
21	Whether a holder NSS (at least one year) certificate in NCC/The Bharat Scout and Guide. Medal winner in National level sports competitions.	Yes/No If Yes, attach the self attested copy of certificate duly issued by the Head of Concerned institution.
22	Whether belonging to BPL family having income (from all sources) below Rs. 40,000/- or as prescribed by the Govt. from time to time.	Yes/No If Yes, attach the self attested copy of certificate duly issued by the Concerned BDO (by taking the authenticated entries in the Parivar Register as the basis such certificate) and self attested copy of Income Certificate issued by the concerned SDO(C), Tehsildar/Naib Tehsildar.

23	Widow/divorced/destitute/Single Women.	Yes/No If Yes, attach the self attested copy of certificate duly issued by the Concerned BDO (by taking the authenticated entries in the Parivar Register as the basis such certificate)
24	Single Daughter/Orphan.	Yes/No If Yes, attach the self attested copy of certificate duly issued by the Concerned BDO (by taking the authenticated entries in the Parivar Register as the basis such certificate)
25	Experience upto a maximum of 5 years in Govt./Semi Govt. Organisation relating to the post applied for.	Yes/No If Yes, attach the self attested copy of Experience certificate issued by the head of the office clearly indicating period of experience with date of joining and nature of work performed during the intervening period.

Declaration:-

- (a) I hereby declare that the information filled in the application form is true and correct to the best of my knowledge and belief.
- (b) I understand that any willful mis-representation of facts or concealment of information shall result in the cancellation of candidature and liable to legal proceedings.
- (c) That I have never been dismissed either from Government/Semi Govt./other Public or Private organization service.
- (d) I have never been arrested/prosecuted or involved in any criminal case or convicted by a Court of Law (If otherwise, please details separately).

Date:-

Place:-

Signature of Candidate