

Name of Post	No. of Post	Classification of post	Scale of Pay	Whether selection post or non selection post	Age limit for direct Recruits	Educational and other qualification required for direct recruits	Whether age and educational Qualification prescribed for Direct Recruits will apply in the case of Promotees	Period of Probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made	If a Departmental Promotion Committee exists what is its composition	Circumstances in which UPSC is to be consulted in making direct recruitment
1	2	3	4	5	6	7	8	9	10	11	12	13
Hostel Superintendent	* 07 *Subject to variation dependent on work load	General Central Civil Services (Group 'B') Ministerial	10300-34800+4200 GP	Not Applicable	Between 25 years and 37 years (Relaxable for departmental candidate in accordance with the instructions issued by the Chandigarh Administration from time to time)	Masters degree from recognized university <u>AND</u> Having successfully completed ICT training course of duration of time 126 hours to 200 hours as per instructions issued by the Chandigarh Administration vide letter No. 28/69-IH912/ Pers. and Trg. 2019/8006 dated 20 th May, 2019).	Not Applicable	Three years in Direct Recruitment 2 years for Promotion	(i) 75% by Direct Recruitment (ii) 25% by promotion from amongst the Group 'C' employees in the cadre fulfilling educational qualification as per Colum 7 failing both by deputation	By Promotion : From amongst Group 'C' employees in a cadre having atleast 6 years experience <u>AND</u> Having successfully completed ICT training course of duration of time 126 hours to 200 hours as per instructions issued by the Chandigarh Administration vide letter No. 28/69-IH912)/ Pers. and Trg. 2019/8006 dated 20 th May, 2019.) By Deputation : From the officials of Punjab/ Haryana state Govt./Union Territory Administrations holding analogous posts on regular basis. (The period of deputation including the period of deputation in another ex-	1.DHE- <u>Chairman</u> 2. Head of Institution concerned members 3. Director Social Welfare or Representative	Not applicable .

										cadre post held immediately preceding this appointment in the same or some other organization/ department shall ordinarily not exceed three year).		
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1	2	3	4	5	6	7	8	9	10	11	12	13
Craft Instructor	*01 *Subject to the variation dependant on work load	General Central Civil Services (Group 'B') Non-Gazetted Non-Ministerial	10300-34800+3800 GP	Not Applicable	Between 18 years and 37 years (Relaxable for departmental candidate in accordance with the instructions issued by the Chandigarh Administration from time to time)	B.A. (Fine Arts) or BFA <u>AND</u> Having successfully completed ICT training course of duration of time 126 hours to 200 hours as per instructions issued by the Chandigarh Administration vide letter No. 28/69-IH912)/ Pers. and Trg. 2019/8006 dated 20 th May, 2019.)	Not Applicable	Three years in Direct Recruitment 2 years for Promotion	100% by Direct Recruitment failing which by deputation.	By Deputation : From the officials of Punjab/ Haryana state Govt./Union Territory Administrations holding analogous posts having five 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).	1.DHE- <u>Chairman</u> 2. Head of Institution concerned members 3. Director Social Welfare or Representative	Not applicable.

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1	2	3	4	5	6	7	8	9	10	11	12	13
Pharmacist	*02 *subject to the variation dependant on work load	General Central Civil Services (Group 'B') Non-Gazetted Non-Ministerial	10300-34800+4200 GP	Not Applicable	Between 18 years and 37 years (Relaxable for departmental candidate in accordance with the instructions issued by the Chandigarh Administration from time to time)	1. 10+2 Medical or Pre-medical with Diploma in Pharmacy and dressor's course from a recognized Institute OR Should possess B.Pharmacy from a recognized Institute. 2. Registered as Pharmacist with Pharmacy Council set up under the Pharmacy Act 1948. 3. The practical training shall not be less than 500 hours spread over a period of not less than three months provided that not less than 250 hours are devoted to actual dispensing of prescription. <u>AND</u> Having successfully	Not applicable	Three years in Direct Recruitment	100 % Direct recruitment falling which by deputation	By Deputation : From the officials of Punjab/ Haryana state Govt./Union Territory Administrations holding analogous posts on regular basis. (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).	1.DHE- <u>Chairman</u> 2. Head of Institution concerned members 3. Director Social Welfare or Representative	Not applicable.

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1	2	3	4	5	6	7	8	9	10	11	12	13
Testing Assistant	*01 *Subject to the variation dependant on work load	General Central Civil Services (Group 'B') Non-Gazetted Non-Ministerial	10300-34800+4200 GP	Not Applicable	Between 18 years and 37 years (Relaxable for departmental candidate in accordance with the instructions issued by the Chandigarh Administration from time to time)	1.Post Graduation in Psychology/E ducation/Soci al Work/Child Development /Special Education/Hu man Resoure Development /M.Ed in Guidance & Counselling 2. Post Graduate Diploma in Guidance & Counseling or equivalent <u>AND</u> Having successfully completed ICT training course of duration of	Not Applicable	Three years in Direct Recruitment 2 years for Promotion	100% by Direct Recruitment failing which by deputation.	By Deputation : From the officials of Punjab/ Haryana state Govt./Union Territory Administrations holding analogous posts having five 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).	1.DHE- <u>Chairman</u> 2. Head of Institution concerned members 3. Director Social Welfare or Representative	Not applicable.

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Counselling Assistant	*01 *Subject to the variation dependant on work load	General Central Civil Services (Group 'B') Non-Gazetted Non-Ministerial	10300-34800+ 4200 GP	Not Applicable	Between 18 years and 37 years (Relaxable for departmental candidate in accordance with the instructions issued by the Chandigarh Administration from time to time)	Post Graduation in Pshychology Education Social Work/ Child Development Special Education/ Human Resource Development / M.Ed in Guidance & Counseling Post Graduate Diploma in Guidance & Counselling or equivalent <u>AND</u> Having successfully	Not Applicable	Three years in Direct Recruitment 2 years for Promotion	100% by Direct Recruitment failing which by deputation.	By Deputation : From the officials of Punjab/ Haryana state Govt./Union Territory Administrations holding analogous posts having five 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).	1.DHE- <u>Chairman</u> 2. Head of Institution concerned members 3. Director Social Welfare or Representative	Not applicable.

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Art and Craft Instructor	*01 *Subject to the variation dependant on work load	General Central Civil Services (Group 'B') Non-Gazetted Non-Ministerial	10300-34800+4400 GP	Not Applicable	Between 18 years and 37 years (Relaxable for departmental candidate in accordance with the instructions issued by the Chandigarh Administration from time to time)	M.A. fine Arts B.Ed, M.Ed (preference) <u>AND</u> Having successfully completed ICT training course of duration of time 126 hours to 200 hours as per instructions issued by the Chandigarh Administration vide letter No. 28/69-IH912)/ Pers. and Trg. 2019/8006 dated 20 th May, 2019.)	Not Applicable	Three years in Direct Recruitment 2 years for Promotion	100% by Direct Recruitment failing which by deputation.	By Deputation : From the officials of Punjab/ Haryana state Govt./Union Territory Administrations holding analogous posts having five 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).	1.DHE- <u>Chairman</u> 2. Head of Institution concerned members 3. Director Social Welfare or Representative	Not applicable.