

HIMACHAL PRADESH PUBLIC SERVICE COMMISSION

Instructions to Candidates

- 1 Reference to your application for the post of **Assistant Engineer (Executive-Trainee-Electrical) (E-2 Level) (on Contract basis) in HPPCL under the Department of MPP & Power, HP**, advertised vide **Advertisement No. 5/2019 dated: 04th May, 2019 Item No. II (B)** and after having been declared qualified in the Computer Based Screening Test (CBT) held on **17.07.2019**. The Personality Test for the said post will be held w.e.f **5.12.2019 to 7.12.2019** in the office of Himachal Pradesh Public Service Commission, Nigam Vihar Shimla-171002.
- 2 That you should ensure your presence in HP Public Service Commission on the day of **Personality test at 08:30 AM** for verification of documents before appearing in the Personality Test.
- 3 The fact that you have been invited for Personality Test does not confer any right upon you for selection against the post.
- 4 Please bring original Degree and Result-cum- Detailed Marks Certificates/ Sheet along with attested copies of the following documents with you:-
 - i. **Matriculation certificate** or other equivalent certificate showing your **date of birth**.
 - ii. **Essential Qualification(s):-**
Full time B.E./ B. Tech. (Electrical) and B.E./ B. Tech. (Electrical & Electronics) / M. Tech. (Electrical) / Post Graduate Diploma in Hydro Power Plant Engineering from a recognized University / Institute of India with at least 55%* marks in case of SC/ST / internal (HPPCL) candidates and 60%* marks in case of other categories.

Note: For Internal Candidate AMIE in relevant Engineering discipline will be considered as recognized qualification.

- iii. Scheduled Caste/Scheduled Tribe or latest (valid) Other Backward Class certificate on the prescribed form, if you belong to any of these categories. The S.C./S.T/OBC certificate should be based on parental basis. The candidates belonging to OBC of HP categories are required to produce valid/ latest OBC certificates which should not be more than 01 years old at the time of Personality Test along with undertaking/affidavit to the effect that his /her status has not been changed and he/ she is not excluded from category of OBC on account of being covered under creamy layer. **The candidates belonging to Ex-Servicemen category shall bring discharge certificate & other related document issued by the competent authority as a proof of being Exserviceman. Similarly, candidate belonging to PWD (Person With Disability) of H.P. (having not less than 40% disability) should also bring proof/ latest certificate issued by the competent authority.**
- iv. "No Objection Certificate" from your present employer in case working on regular basis in Government /Semi Government Organization. Without N.O.C. you will not be allowed to appear before the Personality Test board and no further time will be allowed to produce N.O.C.

* In case CGPA/CPI method adopted instead of marks at degree level, orders / guidelines for conversion of CGPA/CPI to percentage form the university/ Institution concern shall also be produced on the day of Personality Test.

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- v. **Latest Character certificate** from a responsible Officer (Gazetted Officer of Government /Semi Govt. Organization) and **other Character certificate from Head of the Institution last attended.**
- vi. Ward of Ex-Serviceman Certificate on the form prescribed by the Government and issued by a competent authority along with a latest affidavit duly attested by the authority authorized under the Indian Oath Act or undertaking to the effect that no person in the family has been rehabilitated through employment against the posts reserved for Ex-Servicemen under the Government of Himachal Pradesh. In case applicant is already in Govt./ semi Govt./Atonomous Body/ Banks etc., an undertaking to the effect that he was not appointed against the post reserved for Ex-servicemen/ ward of Ex-servicemen.
- vii. Certificate of Bonafide of Himachali.
- 5 You should also bring with you an **Attestation Form (which is available on website of Commission)** duly filled in all respect and **bring two (extra) passport size recent photographs duly attested by the same authority who attests your Attestation Form.**
- 6 Any other certificates of your academic qualifications etc. in support of your eligibility for the post(s) as required in the Commission's **Advertisement No. 05/2019 dated 04th May, 2019 Item No. II (B).**
- 7 **Your eligibility in terms of Essential Qualification(s) and experience etc. shall be reckoned as on the closing date (last date) for submission of online recruitment applications i.e. 23rd May, 2019. In respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order/ letter in this regard, indicating the Authority (with number and date).**
- 8 Your admission to the Personality Test is purely provisional subject to the verification of your eligibility as per rules/instructions.
- 9 Onus of proving that you are eligible for the post is on you only. If the date of notification/ declaration of result is not indicated in the certificate/ degree/ marks list, the date of issue of certificate/ degree/ marks list shall be deemed as date of acquiring essential qualification.
- 10 If you fail to produce any of the certificates mentioned above, which is necessary to determine your eligibility and/or you are found ineligible vis-à-vis qualifications, you will not be allowed to appear before the Personality Test board and no further time will be allowed to produce any document.
- 11 Besides, your eligibility will be subject to the conditions given in **Advertisement No. 05/2019 dated 04th May, 2019.**
- 12 No T. A. / D.A. will be paid for appearing in this Personality Test. However, 30 % discount is allowed by the HRTC in ordinary buses only for attending the interview as per communication received from HRTC and discount will be applicable for only three days i.e. one day before and after the interview for to & fro journey.

From		To		Conductor's Signature with date	

- 13 The Personality Test will be held on the scheduled date even if the day is later on declared holiday by the Government.

Note:- (i) You are advised to report in the Commission's office on scheduled date at 8.30 A.M. positively. If you fail to report on or before 9.00 A.M. you will be marked as absent.

(ii) NO ELECTRONIC GADGET/ MOBILE PHONE/ PENDRIVE/ BLUETOOTH ANY OTHER COMMUNICATION / ELECTRONIC DEVICE IS ALLOWED DURING THE PERSONALITY TEST. THEREFORE, THE CANDIDATE SHOULD ENSURE THAT THEY ARE NOT IN POSSESSION OF ANY KIND OF SUCH DEVICES BEFORE THEY ENTER THE PREMISES.