

Himachal Pradesh Public Service Commission

Instructions to candidates for Personality Test for recruitment to the posts of Traffic Manager, Class-II (on Contract basis) in HRTC under the Department of Transport

Note:- Candidates are advised to follow SOPs / guidelines issued by the Government of Himachal Pradesh (in the Department of Revenue- Disaster Management Cell) vide letter No. Rev (DMC) (C) 20-2/2020-COVID 19 dated 31st July, 2020 and guidelines issued by the Ministry of Health & Family Welfare, Government of India from time to time with regard to Covid-19 pandemic.

1. That you have been declared qualified in the Screening Test held on 15.03.2020 for recruitment to the posts of Traffic Manager, Class-II (on Contract basis) in HRTC under the Department of Transport and now the Personality Test for the said post will be held w.e.f. 25th August, 2020 to 26th August, 2020 in the office of Himachal Pradesh Public Service Commission, Nigam Vihar, Shimla-171002.

2. That you should ensure your presence in the office of H.P. Public Service Commission on the day of personality test for verification of documents at 08:30 A.M. before appearing in the Personality Test.

3. The fact that you have been invited for personality test does not confer any right on you for selection against the post.

4. You are advised to bring original certificates along with attested/ self attested copies of the following documents with you:-

- i. Matriculation Certificate or other equivalent certificate showing your date of birth.
- ii. MBA or M.Com. or M.Sc. or B. Tech.

Note:- Proof of having enrolled in AMIE on or before 31-05-2013 for AMIE degree holders.

- iii. Scheduled Castes/ Scheduled Tribes/ EWS & latest valid Other Backward Classes Certificate on the prescribed form alongwith Bonafide Himachali Certificate, if you belong to any of these categories. The S.C/ S.T/ EWS/ OBC certificate should be based on parental basis.
- iv. Candidates applying under EWSs category will have to submit either 'Income & Asset Certificate' or valid BPL Certificate countersigned by B.D.O. alongwith non-SC/ST/OBC certificate issued by the competent authority on the format prescribed by GoHP vide letter No. PER (AP)-C-B(12)-1/2019 dated 11th June, 2019.
- v. The candidates belonging to Ex-Servicemen category will have to submit Discharge Certificate & other related documents issued by the competent authority as a proof of being Ex-Serviceman. Similarly candidates belonging to physically Disabled categories (having not less than 40% disability) should also submit proof thereof issued by a competent authority.
- (vi) Any other certificates of your academic qualifications etc. in support of your eligibility for the post as required in the Commission's Advertisement (Advt. No. 20/2019 dated 09th November, 2019).
- (vii) 'No Objection Certificate' from your present employer in case employed in Government / Semi Government Organization.

(viii) A latest Character certificate issued by any Gazetted Officer of Govt. / Semi Govt. Organization.

5. The eligibility of the candidates in terms of essential qualification(s) shall be reckoned as on last date prescribed for submission of online applications i.e. 29th November, 2019.

6. You should also bring with you Attestation Form duly filled in all respects and bring two extra passport size photographs duly attested by the same authority who will attest your attestation form. The attestation form may be downloaded from Commission's website.

7. Your admission to the personality test is purely provisional subject to the verification of your eligibility as per rules/ instructions.

8(a) Onus of proving that you are eligible for the concerned post lie upon 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.

(b) If you fail to produce any of the certificates which are necessary to determine your eligibility and/ or you are found ineligible vis-a-vis qualifications, you will not be allowed to appear before the interview board and no further time will be allowed to produce any document. Besides, candidates without latest Character Certificate and candidates having unverified attestation forms will not be allowed to appear in the Personality test and no extra time will be given for the same at the time of checking of documents.

9. If you belong to OBC category, you are required to produce latest valid OBC certificate alongwith an Undertaking to the effect that your status has not been changed and you are not excluded from the category of OBC on account of being covered under creamy layer. Such certificate should be based on parental basis. You will not be allowed to appear before the Personality test Board/ Interview Board, if you fail to bring both these documents. No extra time will be given for submission of these documents after the date of interview.

10. **Besides, your eligibility will be subject to the conditions given in Advertisement No. 20/2019 dated 9th November, 2020.**

11. No T.A. /D.A. will be paid for appearing in this personality test. However, 30% concession in fare has been allowed by HRTC in ordinary buses only for attending the personality test as per communication received from MD, HRTC dated 21.04.2015 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 signatures with date

12. You are also advised to bring a printout of admit card for personality test uploaded against your User ID on the day of personality test. The personality test(s) will be held on the scheduled date(s) even if the day is later on declared holiday by the Govt.

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- NOTE:-**
- i) You are advised to report in the Commission's office on scheduled date at 08:30 A.M. positively. If you fail to report on or before 09:00 A.M., then you will be marked as absent.
 - ii) NO ELECTRONIC GADGET/ MOBILE PHONES/ ANY OTHER COMMUNICATION/ ELECTRONIC DEVICES ARE 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.
