



Ref: Rectt/20/NT/10-11/10

Date: Mar 21, 2022

**NOTICE**

Sub: Scrutiny Report and Document verification schedule of the applicants who qualified written/skill test(s) for the posts of Sr. Skill Instructor/ Master Skill Instructor/Foreman in Mechanical/Mechatronics/Electronics/Communication skills/Hospitality/MLT against Advt. No-SVSU/2020/Estt./NT-SI/11

Reference: this office notice no. Rectt/20/NT/10-11/06 dated Jan 17, 2022 & NT/10-11/08 dated Feb 25, 2022 containing the results of written/skill test(s) for the above mentioned skill posts

In continuation to above referred notices, all concerned applicants are hereby informed that the scrutiny report of the applicants who have qualified the written/skill test(s) for respective posts are attached herewith. As already specified in previous notices, only such applicants who have qualified the test(s) and found eligible are being considered for further process of selection.

2. Accordingly, the applicants who have been declared provisionally eligible as per the attached scrutiny reports are hereby informed to report for document verification on April 02, 2022 at 9:30 am to 1:30 pm at the University transit office 2<sup>nd</sup> & 3<sup>rd</sup> floor Plot No 147, Sector-44 Gurugram. It is clarified that the provisional eligibility of the applicants is subject to the verification of the certificates/ testimonials in support of the eligibility as per specified/advertised eligibility conditions. If any information is found to be incorrect at any stage, the respective application will summarily be rejected. The applicants who have been declared in-eligible may submit the requisite documents, if any, as per information already filled in application form in favour of their eligibility, only as per the specified/advertised eligibility conditions, to the document verification committee for consideration

3. The concerned applicants (declared provisionally eligible as per the attached scrutiny reports) for respective post are advised to report/attend the document verification, along with all original certificate in support of their eligibility and the information filled in the application form. If any applicant fails to produce the documents in support of eligibility as per specified conditions at the time of document verification, his/her application will summarily be rejected. The applicants are advised to bring the originals of following document along **with two set of self attested photocopies:**

- a) 03 Photographs (pp size) with Identity & Address Proof having recent clear photograph
- b) Certificate for claiming benefits of reservation (SC/BC-A/BC-B/EWS/PWD as the case may be) issued from the Competent Authority as specified by the State of Haryana on the prescribed format only, along with Domicile certificate and Income Certificate (for BC-A/BC-B/EWS) for the latest year.



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- c) Matriculation Mark sheet and certificate
- d) Senior Secondary/Diploma Mark sheet and certificate
- e) Bachelor's (UG) Mark Sheets & Degree Certificate
- f) Master's (PG only in relevant discipline) Mark Sheets & Degree Certificate
- g) Certificate of Experience (strictly as requisite in eligibility conditions) with clear mention of Designation, Time-period & Pay scale/Band with AGP, which must be supported with Salary slip/PF statement/ Form 16/ Bank Statement or any other valid proof of salary paid as claimed. Irrelevant (not as per requisite eligibility conditions) experience will not be considered. Please note that wherever mentioned in eligibility conditions for respective post, Shop floor experience is mandatory and it must be clearly mentioned in the experience certificate. No interpretation will be entertained in this regard. Any such experience certificate without clear mention of shop floor work/experience will not be considered for the eligibility for respective post.

Further, it is clarified that if any of the above documents is not produced at the time of document verification, the respective information/data will not be considered which may lead to ineligibility. No time will be permissible to submit any document later on. If an applicant does not report for document verification, he/she will not be considered for further process of selection.

**REGISTRAR**

- Copy to:
- a) All concerned applicants via email
  - b) Web Administrator: to upload on University website
  - c) OSD to VC: for information

Note: Due care has been observed in preparation of scrutiny yet the University reserves its right to correct the inadvertent error (if any) at any stage.