



Ref: Rectt/20/NT/09-10/07

Date: Apr 09, 2022

NOTICE

Sub: Scrutiny Report and Document verification schedule of the shortlisted applicants, out of those who qualified written test, for non-teaching posts of Dy Director (IIC), Dy Director (Sports), Dy TPO, PRO, Law Officer, Hindi Officer, Guest House/ Hospitality Manager & Medical Officer vide Advt. No-SVSU/2020/ Estt. /NT-AB/09

Reference: this office notice no. Rectt/20/NT/09-10/06 dated Feb 22, 2022 containing the results of written test for the above-mentioned posts

In continuation to above referred notice, all concerned applicants are hereby informed that the scrutiny report of the shortlisted applicants out of those who qualified written test for respective posts are attached herewith. As already specified in previous notices, only such applicants who have qualified the test and found eligible have been considered for shortlisting. A total of up to fifteen eligible applicants have been shortlisted, on the basis of weightage/score of the written test and academics, for Interview for respective post, however, the applicants having tie at cut-off marks have been included in the shortlisting.

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 16, 2022 at 9:30 am to 1:30 pm at the University transit office 2nd& 3rd 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.

4. 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) Print out of the Application form downloaded from the web-portal
- b) 03 Photograph (pp size) with Identity & Address Proof having recent clear photograph



SHRI VISHWAKARMA SKILL UNIVERSITY

(State University enacted under the Government of Haryana Act 25, 2016)

- c) 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.
- d) Matriculation Mark sheet and certificate
- e) Senior Secondary/Diploma Mark sheet and certificate
- f) Bachelor's (UG) Mark Sheets & Degree Certificate
- g) Master's (PG only in relevant discipline) Mark Sheets & Degree Certificate
- h) 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.

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 the 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.