



SHRI VISHWAKARMA SKILL UNIVERSITY

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

Date: 30.12.2023

Advertisement No: SVSU/2023/ Estt/ SI/ 024

Shri Vishwakarma Skill University (SVSU) at Dudhola, Palwal, is India's first Government Skill University established by the Government of Haryana, which is functioning from main campus at Village - Dudhola, Palwal, Haryana.

Offline applications are invited from eligible applicants for appointment on various posts on regular basis up to **22.01.2024 (05:00 PM)**. For detail of posts along with prescribed qualifications, eligibility criteria and selection criteria, please visit the University website www.svsu.ac.in.

Sr. No.	Name of Post	No. of Posts
1	Skill Instructor (Mechanical)	07 (02 – UR, 01 – EWS, 02 – SC, 01 – BCA (ESP), 01 – UR (ESM))
2	Skill Instructor (Electronics)	01 - UR
3	Skill Instructor (Electrical)	02 (01 – UR & 01 – EWS)
4	Skill Instructor (Civil)	01 - UR
5	Skill Instructor (CSE/IT)	10 (02 – UR, 02 – BC B, 01 – SC, 01 – BC A, 01 – BC B (ESM), 01 – UR (PWD), 01 – SC (ESM), 01 – BC A (PWD))
6	Skill Instructor (Physics)	01 - UR
7	Skill Instructor (MLT)	03 (01 – BC A (ESM), 01 – SC & 01 – UR)
8	Skill Instructor (Music)	01 - UR
9	Skill Instructor (Agriculture)	03 (02 – UR & 01 – EWS)
Total		29

Applicants willing to apply for the advertised post are advised to fill the application form available on the University website www.svsu.ac.in.

After successful filling of application form in offline mode, the filled application form must be signed on each page by the applicant. Such signedcopy of application form along-with all supporting self-attested documents should be sent at the following address by **22.01.2024 (05:00 PM)**.

**“The Assistant Registrar (Estb.),
Shri Vishwakarma Skill University,
Main Campus, Village – Dudhola,
Palwal, Haryana – 121102”**

Registrar

Instructions to the Applicants

1. The Candidate must be citizen of India.
2. Good knowledge of computer applications will be preferred.
3. Knowledge of Hindi/Sanskrit up to metric level is essential for all posts.
4. The eligibility conditions including age, qualification and experience etc. are as prescribed in Table-1. The eligibility shall be determined as on the last date of receipt of application.
5. All qualifications must be from recognized Board/Universities/Institutes. The Candidates who have obtained qualifications from any Board/University/Institution declared fake or not recognized by respective regulatory bodies shall not be eligible for consideration for any of the post advertised.
6. Bachelor of vocation (B. Voc) and Master of Vocation (M. Voc) will be recognized qualification for all such posts where the eligibility criteria are Bachelor degree/Master degree in any discipline.
7. The decision of the University in all matters relating to acceptance or rejections of an application, eligibility of the candidates, mode and criteria for selection etc. will be final and binding on the candidates. No inquiry or correspondence will be entertained in this regard.
8. The vacancy shown in advertisement is tentative and may increase or decrease at the discretion of the University at the time of selection. The University reserves the right not to fill any of the posts advertised without assigning any reason.
9. The posts advertised in this advertisement are subject to the concurrence of Finance Department, Haryana. The Pay structure and fixation of pay of respective posts is also subject to revision/amendment/modification as per the State Govt. Instructions.
10. Relaxation of 5% marks in qualifying examination to be allowed to candidates of SC/ST/BC/PWD category.
11. Minimum age limit shall be 18 years and maximum age shall be 42 years in respect of all posts in addition to the age relaxation prescribed for various categories as per the Govt of Haryana guidelines.
12. The prescribed essential qualifications are bare minimum and mere possession of the same does not entitle a candidate to be shortlisted for further processing of selection. Where the number of applications received in response to the advertisement is large and it will not be feasible for the University to consider all applicants, University reserves the right to restrict the number of applications for further selection process to a reasonable limit on the basis of qualification and experience higher than the minimum prescribed or by holding screening test or any method as may be devised by the University that is the preview of university and decision of university shall be final.
13. The University may conduct any kind of written and/ or skill test for any/ all posts advertised and only those who qualify the said test(s) will be considered for further process of selection. The qualifying percentage in such test(s) is fixed at 40% (38% for SC/ST/PWD category post). Only qualified candidates would be considered for further short listing of applicants to be called for Documents Verification/Interview as prescribed in selection criteria for shortlisting of applications. The selection criterion shall be as per **Annexure I**.

14. The period of experience wherever prescribed shall be counted only after obtaining the prescribed essential qualification. The experience certificate in support of the experience wherever prescribed should clearly reveal about the period of work, designation with pay scale/pay band with grade pay/ pay level as per the attached format (**Annexure II**). The certificate must be supported with PF statement/ Form 16/ Bank Statement or any other valid proof of salary paid as claimed in the certificate.
15. Candidates to be called for interview/skill test in a ratio of 1:15 for the first post and 2:25,3:30 and five candidates will be added for further additional posts wherever applicable.
16. It is the responsibility of the candidate to ascertain his/her own eligibility for the post which he/she is applying in accordance with the prescribed qualifications, experience, socio-economic criterion etc., and submit his application duly filled-in, along with the desired information and documents as per the advertisement. Suppression of factual information, supply of fake documents, providing false or misleading information or canvassing in any manner on the part of the candidates shall lead to his/her disqualification.
17. The applicant should satisfy him/herself about the eligibility before applying for respective post (s). All the applicants may be called for written/skill Test without determining their eligibility and the eligibility of only such applicants who qualify such written and/or skill test will be determined by the University.
18. Before submission of the application, candidates must check that they have filled correct details in each field of the form. After submission of application form, no change/correction/modification will be allowed under any circumstances. Requests received in this regard in any form like Post, Fax, Email, by hand etc. shall not be entertained and shall be deemed to be rejected.
19. **Fees:** - Application fee to be paid through Demand Draft from any commercial bank in favour of Registrar, Shri Vishwakarma Skill University, Gurugram: -

Sr. No.	Name of Post (s)	General		SC/BC-A/BC-B/EWS /ESM- Candidates of Haryana State
		Male/Female	Female (Haryana State Only)	Male and Female
1	Skill Instructor	1000/-	500/-	250/-

Person with Disabilities - Exempted from fee

The PWD (Persons with Disabilities) Category applicants will have to enclose requisite certificate issued from the Competent Authority. Any such certificate should clearly mention the type of Disability as defined in the Govt. letter dated 25.04. 2018. The candidates claiming benefit/ reservation under ESM/ ESP i.e. Eligible Sports Person/ PWD i.e. Person with Disabilities category of Haryana are also required to also fill their respective category i.e. General/ SC/ BC- 'A'/ BC- 'B' to which they belong. The fee once deposited will not be refunded under any circumstances whatsoever nor can the fee be held in reserve for any other examination or selection

- of University. The benefit of reservation & fee concession will be given only to those who are domicile of Haryana State. Demand Draft received less than the prescribed application fee will be summarily rejected. Applications received without prescribed fee shall not be considered and summarily rejected. No representation against such rejection will be entertained
20. Separate application form is required to be submitted offline for each post with prescribed fee.
 21. Reservation and socio-economic weightage shall be applicable as per the State of Govt of Haryana norms and as amended by Govt of Haryana time to time and applicants are required to enclosed the applicable certificates in prescribed format along with the application to claim the benefit of reservation.
 22. (a) The benefit of reservation will be given only to those SC/ BC-A/ BC-B/EWS, PWD, and ESM/ DESM or ESP applicants and any other category who are domicile of State of Haryana only and have submitted the application against the reserved category. The Eligible Sports Persons shall be required to produce the Sports Certificate as per Govt. Notification dated 25.05.2018 & 15.11.2018 duly issued by the Competent Authority.
 1. (b) The applicants seeking reservation under a particular category e.g. SC/ BC-A & BCB/EWS/PWD etc. are required to submit the requisite Certificate issued by the Competent Authority from Parental Side only. In case of women candidates, Certificate from in-laws (Husband's side) will not be entertained.
 2. Note- (i) The applicants of reserved categories of Haryana for which no post is available/reserved, can apply for the posts in General Category, if he/she fulfils all the eligibility conditions i.e. age, qualification & experience etc. as meant for general category except fees and also have enclosed the copy of his/her caste certificates for claiming fees concession. Any other relaxation will not be admissible to such applicants.
 3. (ii) The reserved category applicants of other States will be considered only for General Category Posts. Such applicants should fulfil all the eligibility conditions as meant for General Category applicants.
 23. EWS certificate on prescribed Performa should be valid for the year in which the candidates have applied for the posts as per govt. instructions issued vide no. 1222/12/2019-IGS-III, dated 25.02.2019. The EWS certificate should be issued after 31.03.2023 and valid for the year 2023-24. EWS certificate issued for jobs in central govt. will not be considered irrespective of income mentioned in certificate. If a candidate fails to submit certificate as per above requirement, then he/she shall be considered under Un-reserved category.
 24. Backward class Block (A & B) candidates claiming benefit of reservation have to submit a certificate issued by the competent authority of Haryana dated not before six months of the last date of receipt of applications mentioning therein that he/she is not covered under the criteria of creamy layer as per State Govt. instructions issued by vide letter No. 1170-SW(1)-95 dated 07.06.1995 & No. 213SW(1)-2010 dated 31.08.2010, No.22/22/2004 3GS-III dated 14.06.2016, No.1282-SW(1) dated 28.08.2018 and No. 512-SW (1) 2021 dated 01.12.2021 as per **Annexure 'III'** titled "Backward Class Certificate (Block 'A' or 'B')".
 25. Concealment of facts or supply of wrong information will result in cancellation of application at any time in addition to legal action.
 26. On appointment, you will be required to teach from School level as per the University requirement.

27. The applicants, who are in employment in Government/Semi-Govt./PSU service should send their applications through proper channel, or submit No Objection Certificate from their present employer at the time of Document verification, otherwise their application will not be entertained (Annexure IV).
28. The applicants are advised to keep on visiting the website of the University for Related Updates including any corrigendum/addendum, date of test/interview/ list of shortlisted candidates etc. Further, no information in respect of this advertisement shall be published in the newspaper.
29. No correspondence what so ever will be entertained from the candidates regarding conduct/ result of Interview and the reason for not being called for Interview.
30. Any applicant found ineligible at any stage, his/her application will summarily be cancelled/rejected.
31. All disputes will be subject to jurisdiction of Palwal Court only.
32. Incomplete applications or those received after the last date for any reasons including postal delay will not be entertained and shall be summarily rejected. In case, the candidates fail to attach self-attested copies of testimonials, their application would not be considered.
33. Canvassing in any form will be treated as disqualification.
34. If a Grade Point System is adopted the CGPA will be converted into equivalent marks. A copy of the relevant document for conversion of CGPA into equivalent marks along with application form need to be submitted.
35. In case of inadvertent mistake in the process of selection, which may be detected at any stage even after issuing the appointment letter, the University reserved the right to modify/withdraw/cancel any communication made to the applicant in this regards. In case of any dispute arising out of such a situation, the decision of the University shall be final and binding on the applicant.
36. All the documents to be attached with the application should be self-attested with page & details of enclosed documents should be specified otherwise the candidates will be responsible for misplace/loss of any enclosed documents.
37. No TA/DA is payable for appearing in the Test/Document Verification/Interview.
38. The benefit of socio economic criteria will be granted only as per details provided by the applicants in the application form with relevant documents attached with the application form for claiming the marks under socio economic criteria. No request of change /addition of any document for claiming mark under Socio Economic Criteria will be considered under any circumstances after submission of offline applications.
39. How to Apply:

The duly filled application form must be signed on each page by the applicant. Such signed copy of application form along-with all supporting self-attested documents in the sealed envelope (mentioning “Application for the post ofon the top of Envelope) should be sent at the following address between the opening date 30.12.2023 and Closing date i.e. **22.01.2024 (up to 5.00PM)** (both date inclusive).

**“The Assistant Registrar (Estb.),
2nd Floor, Establishment Branch, Admn.Block
Shri Vishwakarma Skill University,
Village-Dudhola, Palwal,
Haryana- 121102”**

(REGISTRAR)

The application received after closing date and time shall be rejected and will not be considered.

Table 1: Eligibility Criteria

1. Skill Instructor (Mechanical)

1.	Name of the Post	Skill Instructor (Mechanical)
2.	Pay Matrix	Level- 06
3.	Age limit	50 years
4.	Essential Qualification	<p>M.E./M.Tech with at least 55% or its equivalent in Mechanical Engg., or concerned/ allied /relevant disciplines from AICTE recognized institution/ University with one-year shop floor experience in reputed Industry/ Institution.</p> <p style="text-align: center;">OR</p> <p>B.E./ B.Tech with at least 55% or its equivalent in Mechanical Engg., or concerned/ allied/ relevant disciplines from AICTE recognized institution/ University on full time regular mode basis with three years' shop floor experience in reputed industry/ Institution.</p> <p style="text-align: center;">OR</p> <p>B.Voc degree with 55% marks in Mechanical Engg. or concerned/ allied/ relevant disciplines or its equivalent with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC/AICTE recognized institute/university on full time regular mode basis, with four years of shop floor experience in reputed industry/ institution.</p> <p style="text-align: center;">OR</p> <p>A first class Engineering Diploma of three years or its equivalent in Mechanical or concerned/ allied/ relevant disciplines from any State Board of Technical Education, with six years' shop floor experience in reputed industry/institution.</p> <p style="text-align: center;">OR</p> <p>National Trade certificate/ National Apprenticeship Certificate in relevant trade with eight years' shop floor/practical experience in reputed industry/Institution including training period.</p>

2. Skill Instructor (Electronics)

1.	Name of the Post	Skill Instructor (Electronics)
2.	Pay Matrix	Level- 06
3.	Age limit	50 years
4.	Essential Qualification	<p>M.E./M.Tech with at least 55% or its equivalent in Electronics Engg. or concerned/allied/relevant disciplines from AICTE recognized institution/ University with one-year shop floor experience in reputed industry/institution</p> <p style="text-align: center;">OR</p> <p>B.E./B.Tech with at least 55% or its equivalent in Electronics Engg. / Electronics & Communication Engineering or concerned/allied/relevant disciplines from AICTE recognized institution/ University or Institutions on full time regular mode basis, with three years of shop floor/ industrial experience in reputed industry/institution.</p> <p style="text-align: center;">OR</p> <p>B. Voc degree with 55% marks in Electronics Engg. / Electronics & Communication or concerned/ allied/ relevant disciplines or its equivalent with a skill certificate in at least one QP irrelevant field of NSQF Level 4 or above from UGC/AICTE recognized institute/university on full time regular mode basis, with four years of shop floorexperience in reputed industry/ institution.</p> <p style="text-align: center;">OR</p> <p>A first class Engineering Diploma of three years or its equivalent in Electronics Engg. / Electronics & Communication or concerned/ allied/ relevant disciplines from any State Board of Technical Education, with six years' shop floor experience in reputed industry/institution.</p> <p style="text-align: center;">OR</p> <p>National Trade certificate/ National Apprenticeship Certificate in relevant trade with eight years' shop floor/practical experience in reputedindustry/Institution including training period.</p>

3. Skill Instructor (Electrical)

1.	Name of the Post	Skill Instructor (Electrical)
2.	Pay Matrix	Level- 06
3.	Age limit	50 years
4.	Essential Qualification	<p>M.E./ M.Tech with at least 55% or its equivalent in Electrical Engg. or concerned/allied/relevant disciplines from AICTE recognized institution/ University with one-year shop floor experience in reputed industry/institution</p> <p style="text-align: center;">OR</p> <p>B.E./ B. Tech with at least 55% or its equivalent in Electrical Engineering or concerned/ allied/ relevant disciplines from AICTE recognized institution/ University on full time regular mode basis, with three years of shop floor experience in reputed industry/ institution.</p> <p style="text-align: center;">OR</p> <p>B. Voc degree with 55% marks in Electrical or its equivalent with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC/AICTE recognized institute/university on full time regular mode basis, with four years of shop floor/ industrial experience in reputed industry/ institution.</p> <p style="text-align: center;">OR</p> <p>A first class Engineering Diploma of three years in Electrical Engineering or concerned/allied/relevant disciplines from any State Board of Technical Education, with six years of shop floor/ industrial experience in reputed industry/ institution.</p> <p style="text-align: center;">OR</p> <p>National Trade certificate/ National Apprenticeship Certificate in relevant trade with eight years of shop floor experience including training period.</p>

4. Skill Instructor (Civil)

1.	Name of the Post	Skill Instructor (Civil)
2.	Pay Matrix	Level- 06
3.	Age limit	50 years
4.	Essential Qualification	<p>M.E./M.Tech with at least 55% or its equivalent in Civil Engg. or concerned/allied/relevant disciplines from AICTE recognized institution/ University with one-year shop floor experience in reputed industry/institution</p> <p style="text-align: center;">OR</p> <p>B.E/B.Tech with 55% marks in Civil Engineering or allied branch from AICTE recognized institution/ University on full time regular mode basis, with three years' practical experience in reputed industry/ institution.</p> <p style="text-align: center;">OR</p> <p>B. Voc degree with 55% marks in Civil Engg. or allied branch with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC/AICTE recognized institution/ University or Institutions on full time regular mode basis, with 04 years practical experience in Reputed industry/Institution.</p> <p style="text-align: center;">OR</p> <p>A first class Engineering Diploma of three years in Civil Engineering or its equivalent concerned/ allied/relevant disciplines from any State Board of Technical Education/ university with six years' practical experience in Reputed industry/Institution.</p> <p style="text-align: center;">OR</p> <p>National Trade certificate/ National Apprenticeship Certificate in relevant trade with eight years' practical experience in Reputed industry/Institution including training period.</p>

5. Skill Instructor (Computer Science Engineering/ Information Technology)

1.	Name of the Post	Skill Instructor (Computer Science Engineering/ Information Technology)
2.	Pay Matrix	Level- 06
3.	Age limit	50 years
4.	Essential Qualification	<p>M.E./M.Tech with at least 55% or its equivalent in Computer Science Engineering/ Information Technology or concerned/allied/relevant disciplines from AICTE recognized institution/ University with one-year shop floor experience in reputed industry/ institution.</p> <p style="text-align: center;">OR</p> <p>B.E./B.Tech with 55% marks in Computer Engineering / Information Technology or its equivalent from AICTE recognized institute/university and three years of experience in reputed industry/ institution.</p> <p style="text-align: center;">OR</p> <p>B. Voc/B.Sc. degree with 55% marks in Computer Science / Information Technology or its equivalent with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC/AICTE recognized institute/university on full time regular mode basis, with four years' experience in reputed industry/institution.</p> <p style="text-align: center;">OR</p> <p>'A' level certificate from Department of Electronics and Information Technology (DOEACC), Government of India, with five years' experience in reputed industry/institution.</p> <p style="text-align: center;">OR</p> <p>B level certificate from Department of Electronics and Information Technology (DOEACC), Government of India, with three years' experience in reputed industry/institution.</p> <p style="text-align: center;">OR</p> <p>M.Sc Computer/ M.Sc Computer Application/ M.Sc Information Technology/ M.Sc. Software/MCA after passing B.Sc./ BCA from a recognized university with two years' experience in reputed industry/institution.</p> <p style="text-align: center;">OR</p> <p>A first class Diploma of three years in Computer Application/ Engineering or its equivalent from State Board of Technical Education with six years' experience in reputed industry/institution.</p>

6. Skill Instructor (Physics)

1.	Name of the Post	Skill Instructor (Physics)
2.	Pay Matrix	Level- 06
3.	Age limit	50 years
4.	Essential Qualification	<p>Master's degree with at least 55% or its equivalent in Physics or concerned/ allied/ relevant disciplines, with two-year experience in reputed industry/institution.</p> <p style="text-align: center;">OR</p> <p>Bachelor's degree with at least 55% or its equivalent in Physics or concerned/ allied/ relevant disciplines, with four-year experience in reputed industry/ institution.</p> <p style="text-align: center;">OR</p> <p>B.Voc degree with 55% marks with physics or concerned/ allied/ relevant disciplines or its equivalent with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC/ AICTE recognized institute/university on full time regular mode basis, with four years' experience in reputed industry/institution.</p>

7. Skill Instructor (Medical Laboratory Technology)

1.	Name of the Post	Skill Instructor (Medical Lab Technology)
2.	Pay Matrix	Level- 06
3.	Age limit	50 years
4.	Essential Qualification	<p>Masters with 55% marks in Medical Lab Technology/ allied branch or its equivalent from recognized Institute/University and two years of experience in reputed Industry/Institution</p> <p style="text-align: center;">OR</p> <p>B.E./B.Tech with 55% marks in Medical Electronics/Technology/Bio-Medical Engg., allied branch or its equivalent from AICTE recognized institute/university and three years of experience in reputed industry/institution.</p> <p style="text-align: center;">OR</p> <p>B. Voc/B.Sc. degree with 55% marks in Medical Lab Technology/ allied branch or its equivalent with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC/AICTE recognized institute/university on full time regular mode basis, with four years' experience in reputed industry/institution.</p>

		<p style="text-align: center;">OR</p> <p>A first class Engineering Diploma of three years in A first class Engineering Diploma of three years in Medical Lab Technology/ allied/ relevant disciplines from any State Board of Technical Education, with six years' experience in reputed industry/institution.</p>
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8. Skill Instructor (Music)

1.	Name of the Post	Skill Instructor (Music)
2.	Pay Matrix	Level- 06
3.	Age limit	50 years
4.	Essential Qualification	<p>Masters with 55% marks in music/ allied branch or its equivalent from recognized Institute/University and two years of experience in reputed Industry/ Institution.</p> <p style="text-align: center;">OR</p> <p>Graduate Degree with 55% marks in Music or allied branch from recognized institution/ University, with four years' experience in reputed industry/institution.</p> <p style="text-align: center;">OR</p> <p>B. Voc degree with 55% marks in Music or allied branch with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC recognized institution/ University on full time regular mode basis, with 04 years' experience in reputed industry/institution.</p>

9. Skill Instructor (Agriculture)

1.	Name of the Post	Skill Instructor (Agriculture)
2.	Pay Matrix	Level- 06
3.	Age limit	50 years
4.	Essential Qualification	<p>Masters with 55% marks in agriculture or allied branch from recognized institution/ University, with two years' experience in reputed industry/institution.</p> <p style="text-align: center;">OR</p> <p>Graduate Degree with 55% marks in agriculture or allied branch from recognized institution/ University, with four years' experience in reputed industry/institution.</p> <p style="text-align: center;">OR</p> <p>B. Voc degree with 55% marks in agriculture or allied branch with a skill certificate in at least one QP in relevant field of NSQF Level 4 or above from UGC/AICTE recognized institution/ University or Institutions on full time regular mode basis, with four years' experience in reputed industry/institution.</p>

Selection Criteria for Group C and D Posts.

(i) The scheme of marks in respect of selection to the posts shall comprise of total 100 marks as per detail given below.

S.No	Examination	Maximum Marks
1	Written Examination/ Skill Test (wherever applicable)	95
2	Socio-Economic Criteria and Experience	05*

***Maximum five marks will be admissible under Socio-Economic Criteria to eligible candidates under the following circumstances: -**

1. An applicant will be entitled to 5 marks provided that— (5 Marks)

(i) neither he himself/she herself nor any person from amongst the applicant's family is/was or has been a regular employee in any Department/ Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority of Haryana Government or any other State Government or Government of India; and

(ii) gross annual income of the family from all sources i.e., salary, agriculture, business, profession etc. for the financial year prior to the year of application should be less than one lakh eighty thousand rupees only.

Note.— Regarding (i) and (ii), it shall be confirmed from the data of Parivar Pehchan Patra and/or HRMS or certificate issued by competent authority on specified proforma.

Explanation.— The term 'regular employee' does not include a person who is working on contractual basis, daily wages or as a Guest Teacher, Anganwari Workers, etc.

2. The definition of Family for the purpose of Socio-Economic Criteria—

(i) male applicant means the applicant himself, his father, mother, wife, unmarried brother(s) and son(s);

(ii) female unmarried applicant means the applicant herself, her father, mother and unmarried brother(s);

(iii) female married applicant means the applicant herself, her husband, father-in-law, mother-in-law, unmarried brother-in-law and son(s);

(iv) divorced female applicant means the applicant herself, her father, mother, unmarried brother(s) and son(s);

3. If the applicant is, —

(5 Marks)

(i) a widow; or

(ii) the first or the second child and his father had died before attaining the age of forty-two years: or

(iii) the first or the second child and his father had died before the applicant had attained the age of fifteen years; shall be entitled to 5 marks subject to entries in Parivar Pehchan Patra or certificate issued by the competent authority in the specified proforma.

4. If the applicant belongs to such a denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of the State which is neither a Scheduled Caste nor a Backward Class shall be entitled to 5 marks. **(5 Marks)**

5. The applicant shall be awarded half marks for each year or part thereof exceeding six months of experience, on the same or a higher post in any Department/Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority/Co-operative Banks etc. under Haryana Government. No marks of experience shall be awarded for any period less than six months or for a period exceeding eight years. **(4 Marks)**

Note. — No condition of gross family income and employment of any family member in service shall be applicable for the purpose of awarding marks of experience.

6. Other Conditions:

(i) No applicant shall be given more than a total of 5 marks under socio- economic criteria under any circumstances. Thereby, if an applicant is eligible for more than 5 marks in terms of provision in para (1) to (5) above, the socio-economic criteria marks shall be maximum 5.

(ii) The marks by University or any other recruiting agency/body under Haryana Government shall be given only once in a lifetime for appointment on regular basis to a post of Group C or D.

(iii) If a person himself/herself or his/her family member is once selected/appointed with or without getting the benefit of marks, no other family member shall be considered for marks for selection/appointment to the same or any other post for which application has been submitted by any member of the family, as defined in para 2 above.

Explanation. — The term ‘once selected/appointed’ does not include the person whose services are terminated due to revision of selection list declared in compliance of the directions of Hon'ble High Court or any other competent authority, in such case that selection/ appointment shall be ignored for this purpose.

(iv) If at a time two or more family members become eligible for merit list of university of the Group C and/or Group D posts and are eligible to be considered for the Socio-economic Criteria marks in such case the elder/eldest amongst the two or more eligible family members respectively will be considered for the purpose of socio-economic criteria marks. However, the marks of experience shall be admissible to more than one family member, if any, based on para (5) above.

- (v) If a person resigns from government service while working on regular basis in any Department/ Board/Corporation under Haryana Government, any State Government or Government of India on whatsoever reason, he or any other family member shall not be eligible to claim the socio-economic criteria marks again.

Important Note: - For claiming marks under Socio-Economic Criteria in terms of provision in para (1) to (5), the candidate must submit certificate issued by competent authority on specified proforma which are enclosed with the advertisement (**Annexure –V**).

Note 1: Marks for experience will be awarded only if the experience certificate has been issued by the competent authority on the prescribed proforma. The Experience Certificate of the persons employed through outsourcing under HKRNL should be issued by the competent issuing authority.

Note 2.: Proforma/Formats for certificates are available with the Advertisement (**Annex-I to Annex IX**)

Note 3: The benefit of socio economic criteria will be granted only as per details given in the application form and relevant documents attached with the application form for claiming the marks under socio economic criteria. No request of change /addition of any document for claiming mark under Socio Economic Criteria will be considered under any circumstances after submission of online application form.

Letter head of the concerned Organization

Ref. No.....

Date:.....

To Whom May It Concern

This is to certify that Dr/Mr./Ms..... S/o; D/O; W/O
..... severed in this organization as..... fromtoin the pay scale of
.....GP..... /
Equivalent pay Certified copy of his PF Statement/ Bank Statement/ Form 16 is enclosed in support of paid
salary.

Signature with Stump

Registrar/Head of the Organization/Director

Encl: <Name the document attached in support of salary>

Annexure-III

BACKWARD CLASS CERTIFICATE (BLOCK 'A' or 'B')

This is to certify that Shri/Smt./Kumari _____ son/daughter of Shri _____ resident of Village/Town _____ Tehsil _____ Distt. _____ of the State/Union Territory _____ belongs to the _____ Caste, which has been notified as Backward Class by the Haryana Government and is placed in Block _____ (mention Block 'A' or 'B').

This is to certify that he/she does not belong to the person/section (Creamy layer) as per State Govt. letter No. 1170-SW(1)-95 dated 07.06.1995 & No. 213-SW(1)-2010 dated 31.08.2010, No.22/22/2004 3GS-III dated 14.06.2016, No.1282-SW(1) dated 28.08.2018 and No. 512-SW (1) 2021 dated 01.12.2021.

This certificate is being issued to him/her on the basis of verification of Sarpanch/Patwari/Kanungo.

Signature with seal of issuing Authority

Full Name.....

Designation

.....

Address with Telephone No. With
code.....

Sr. No.:.....

Place :.....

Dated :.....

Issuing Authority: Tehsildar or Naib Tehsildar Head of Department in case of Govt. employees

Letter Head of the Concerned Organization

No.

Date:

NO OBJECTION CERTIFICATE

This is to certify that Mr./Mrs/Ms..... has been working in this Institute/Organization..... w.e.f on the post of in the Functional Pay Level(FPL)This institute has no objection to him applying for the post of in Shri Vishwakarma Skill University. In the event of his selection to the post applied for, he will be relieved from the Institute. This issues with the approval of Competent Authority.

(Signature)

(Head of the Institute/Organization)

Seal: Designation: _____

Address: _____

Format for No Govt. Job in the family

I....., Son/Daughter of.....aged.....year, R/o
..... District, do hereby submit the following information for
claiming weightage under the Socio-economic criteria namely: -

(1) That I have to apply for the post advertised by Shri Vishwakarma Skill University, Palwal against Category
No_____ Advt. No. Dated.....

(2 That my PPP No. is _____ Aadhaar No. _____ /PAN Card No./Voter ID No. (if any) is

3. As per Govt. instructions, an applicant shall be entitled to 5% weightage provided that—

neither he himself nor any person from amongst the applicant's family is/was or has been a regular
employee in any Department/Board/ Corporation/Company/Statutory
Body/Commission/Authority of Haryana Government or any other State Government or
Government of India; and

gross annual income of the family from all sources i.e., salary, agriculture, business, profession
etc. for the financial year prior to the year of application should be less than one lakh eighty
thousand rupees (1,80,000/-) only.

The definition of Family for the purpose of Socio-Economic Criteria—

- i. *male applicant means the applicant himself, his father, mother, wife, unmarried brother(s) and son(s);*
 - ii. *female unmarried applicant means the applicant herself, her father, mother and unmarried brother(s);*
 - iii. *female married applicant means the applicant herself, her husband, father-in-law, mother-in-law, unmarried brother-in-law and son(s);*
 - iv. *divorced female applicant means the applicant herself, her father, mother, unmarried brother(s) and son(s);*
4. That any person among in candidate's family in Government Job having separate PPP No/family ID/ Ration Card will not be entitled to be awarded weightage under Socio-Economic Criteria having no Government Job.
5. If a person himself or his family member is once selected/appointed with or without getting the benefit of weightage, no other family member shall be considered for weightage for selection/appointment to the same or any other post for which application has been submitted by any member of the family.

6. That no person as mentioned above had been in employment and gross income of family is less than One Lakh Eighty Thousand Rupees only, therefore, the undersigned may be allotted weightage under the socio-economic criteria having no Government Job.
7. That I fully understand that the marks are given on the basis of information supplied by me and if at any stage it is found that the information has been provided wrongly then not only my service can be terminated on the ground of supply of wrong information even if without these marks or weightage also my name would have figured within the select list/recommendation list. I also understand that criminal action can be taken against me for providing wrong/false information.
8. That the deponent shall not take advantage of the certificate(s) issued by the Competent Authority if in meantime any other eligible person in my family obtains the benefits thereof in the recruitment.
9. Verified that the contents of all the above paras are true my knowledge and belief and nothing has been concealed therein.

Place: -

DEPONENT

Date:-

VERIFICATION: -

1. Report of Numberdar / MC
2. Report of Patwari: -
3. Verified by Tehsildar/ Executive Magistrate

**Government of Haryana
(Name & Address of the authority issuing the certificate)
(ECONOMICALLY WEAKER SECTIONS)**

INCOME AND ASSET CERTIFICATE

Certificate No.....

Date:- _____

VALID FOR THE YEAR 2023-2024

This is to certify that Shri/Smt./Kumari son/daughter/wife of.....is permanent resident of....., village/Street, Post Office....., District....., Pin Code whose photograph is affixed below and attested below belongs to Economically Weaker Section, since the gross annual income* of his/her family** is below Rs. 6 lakh (Rupees Six Lakh only) for the financial year 2022-2023.

It is further certified that his/her family does not own or possess any of the following assets***:

- I. 5 acres of agricultural land and above;
 - II. Residential flat of 1000 sq. ft. and above;
 - III. Residential plot of 100 sq. yards and above in notified municipalities;
 - IV. Residential plot of 170 sq. yards and above in areas other than the notified municipalities. V. Total immovable assets owned are valued at Rs. One Crore or more.
2. Shri/Smt./Kumari belongs to the caste which is not recognized as a Scheduled Caste, Backward Classes (Block-A) and Backward Classes (Block-B).

Signature with seal of Office

Name

Designation

Recent Passport size applicant	attested photograph	of the applicant
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*Note 1: Income means income from all sources i.e. salary, agriculture, business, profession etc.

**Note 2: The term “Family” for this purpose will include the person, who applies for benefit of reservation, his/her parents, spouse as well as children and siblings below the age of 18 years.

***Note 3: The property held by a “Family” in different locations or different places/cities are to be clubbed while applying the land or property holding test to determine EWS status.

APPLICATION FORM FOR WIDOW CERTIFICATE

To

The Naib Tehsildar/Tehsildar

_____**Sub:- Issuance of Widow Certificate.**

I, Widow of Sh..... hereby give my particular as under:-

1	Name of Applicant (IN BLOCK LETTERS)	
2	Address	
3	Village	
4	Tehsil	
5	District	
6	Post office with PIN Code	
7	Name of Father/Mother	
8	Name of Husband	
9	Date of Death of Husband (Death Certificate to be attached)	
10	Aadhaar No. (if any)/PAN Card No. (if any)/Voter ID No. (if any)	

Please issue me a "WIDOW" Certificate.

Signature of Applicant

Place:

Date:

VERIFICATION

I.....s/o, d/o, w/o,....., Member Panchayat /Sarpanch /Councilor/ MLA/MP of concerned Village/area/constituency..... verified personally and statement furnished by the applicant are correct to the best of my knowledge and belief.

Signature with seal of Member
Panchayat/Sarpanch/Councilor/MLA/MP of the concerned Village
area/ constituency

GOVERNMENT OF HARYANA
WIDOW Certificate

No _____ Date _____

Certified that the person with the details mentioned below is a Widow.

1.	Name (IN BLOCK LETTERS)	
2.	Address	
3.	Village	
4.	Tehsil	
5.	District	
6.	Post office with PIN Code	
7.	Name of Father/Mother	
8.	Name of Husband	
9.	Date of Death of Husband	
10.	Aadhaar No./PAN Card No./Voter ID No. (if any)	

This certificate is issued based on the details given in the application, Verification Report, local enquiry, facts and records produced.

Signature with seal of the Naib Tehsildar/Tehsildar

APPLICATION FORM FOR CERTIFICATE FOR AN APPLICANT WHOSE FATHER HAS DIED

To

The Naib Tehsildar/Tehsildar

_____**Sub:- CERTIFICATE FOR AN APPLICANT WHOSE FATHER HAS DIED.**

1	Name of applicant (IN BLOCK LETTERS)	
2	Date of Birth (enclose proof)	
3	Age of applicant at the time of father death	
4	Applicant is first or second child	
5	Present Address, Village	
6	Post Office	
7	Police Station	
8	District	
9	Caste	
10	Father's Name	
11	Date of birth of father	
12	Age of father at the time of his death	
13	Date of father's Death (enclose death certificate)	
14	Mother's Name	
15	Occupation	
16	Aadhar No/PAN Card No/Voter Id No (if any)	

Please issue me a "Certificate for an applicant whose father has died.

Signature of applicant

Place:

Date:

Signature and Address of Witness

i)

ii)

GOVERNMENT OF HARYANA
Certificate for an applicant whose father has died

No _____ Date _____

Certified that the person with the details mentioned below is an applicant whose father has died-:

1	Name of applicant(IN BLOCK LETTERS)	
2	Date of Birth(enclose proof)	
3	Age of applicant at the time of father death	
4	Applicant is first or second child	
5	Present Address, Village	
6	Post Office	
7	Police Station	
8	District	
9	Caste	
10	Father's Name	
11	Date of birth of father	
12	Age of father at the time of his death	
13	Date of father's Death (enclose death certificate)	
14	Mother's Name	
15	Occupation	
16	Aadhar No/PAN Card No/Voter Id No (if any)	

This certificate is issued based on the details given in the application, local enquiry, facts and records produced by the applicant.

Signature with seal of the Naib Tehsildar/Tehsildar



SHRI VISHWAKARMA SKILL UNIVERSITY

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

Annexure - XI

(Application for Recruitment on Skill Instructor post)

Affix Recent
Passport
Size
Photograph
Duly Singed

1. Advertisement No. : _____
2. Post applied for : _____
3. Full Name (in Blocks) : _____
4. Date of Birth : ____/____/____
(DD/MM/YYYY)
5. Age as on..... : _____
6. Gender : _____
7. Nationality : _____
8. Aadhaar No. : _____
9. Father's Name/
Husband's Name : _____
10. Mother's Name : _____
11. Address for : _____
Correspondence _____

12. Permanent Address : _____

13. Telephone No. : Mobile _____
Landline (with STD Code) _____ E-Mail ____
14. Category : _____ Gen/ SC/ST/ BC-A/ ESM/ Others
(enclose the applicable supporting document)
Sub-Category: _____ (ESM/ ESP/ PWD/ any other)
15. State to which you : _____ belong
16. Whether you are claiming any fees relaxation _____
(if yes, please enclose the relevant record)

17. Details of the application fees: -

Name of the bank.....DD NO.....Amount.....

Payable..... Date of Demand Draft.....

18. Details of Educational Qualification (From matriculation/ SSC onwards)

Examination Passed	Universities/ Board/ Institution/ Council of Examination	Month / Year of Passing	Marks Obtained/ Total Marks	%age of Marks	Subjects

* Please attach relevant certificates along with the CGPA conversion document.

19. Details of previous/ current employment: Give particulars below

Name of the Organization	Period of Service		Designation	Nature of duties performed	Total monthly emoluments
	From	To			

* Additional sheet may be enclosed for any other details of experience Please
Please attach relevant documents in support of the above

20. State of Health : _____

21. If selected, specify the minimum joining time : _____ required

22. Mention your knowledge in the field of computer (A separate sheet may be attached, if required)

23. Whether you are claiming the marks under the guidelines for socio-economic criterion (Annexure-I): -
(If yes, please enclosed relevant documents)
24. Are you claiming any age relaxation as per Haryana Govt. norms: -
(please enclose any supporting document)
25. Are you working in any Govt organization/PSU/University etc. if Yes, have you enclosed NOC with the Application /forwarded through proper channel: -
26. Name, address and contact numbers of two references with whom the Candidates has worked/ known in the last preceding five years:
 - 1.
 - 2.

I hereby declare that all information given above are true, complete and correct. In the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirement of the relevant advertisement, my candidature may be cancelled, even after my appointment.

I undertake to abide by all the terms & conditions of the University.

Date:

Signature of the Candidate

Name of the Candidate

List of Documents enclosed with the application: -

1. **Self-attested Copy of Essential Academic Qualifications and Certificate of Matric and onwards showing Date of Birth and other relevant details (Page no.....to.....)**
2. **Self-attested Copy of SC/BCA/BCB/EWS/ESP/ESM/DESM/DFP/PwD (Person with Disabilities)/Haryana Domicile certificate issued by competent authority. (Page no.....to.....)**
3. **Copy of Certificate/undertaking claiming weightage/marks under socio-economic criteria and experience issued by competent authority wherever required ((Page no.....to.....)**
4. **Copy of Demand Draft of requisition application fees**
5. **Any other documents in support of candidature for the particular post ((Page no.....to.....)**