

DEPARTMENT OF ADVOCATE GENERAL HIMACHAL PRADESH, SHIMLA.

No.1-13/2012

Dated 10<sup>th</sup> December, 2013.

**ADVERTISEMENT NOTICE**

In pursuance to Government letter Home-B(B)-7-4/2006-(39), dated 16-11-2013, applications on the prescribed format are invited for filling up the following posts/vacancies of various categories of Class-III in the Office of Advocate General, State of Himachal Pradesh, Shimla -171001, so as to reach the Office of Advocate General, Himachal Pradesh, Shimla-171001 on or before 30-01-2014. However, for the candidates residing in Lahaul & Spiti District, Kinnaur District, Pangi and Bharmour Sub Division of Chamba District and Dodra Kwar Sub Division of Shimla District of Himachal Pradesh, the last date for receipt of the applications is 15-2-2014. The applications received after these dates will not be entertained. The Office of Advocate General will not be responsible for delay in receipt of the applications due to any reasons what-so-ever.

Sr. No	Name of Post	Number of vacancies	Pay band & Grade pay	Qualification
1.	Legal Assistant on contract basis (Class-III)	1.UR	Rs 10300/- 34800/+4200/- Grade pay Emoluments for contractual Employees fixed Rs.14500/ per month.	a ) Essential Qualification Should possess a professional degree in Law or its equivalent from any recognized University in India with three years experience as a practicing Advocate or 5 years experience while working in a Govt./Semi Govt. Intuition. b) Desirable Qualification Knowledge of customs, manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
2.	Librarian on contract basis (Class-III)	1 UR	Rs. 10300/-34800/ +3200/-Grade Pay Emoluments for contractual Employees fixed . Rs.13500/ per month.	a ) Essential Qualification(s) (i) Should be Graduate or its equivalent from a recognized University (ii) Should have degree /diploma in Library Science from a recognized University/Institution (b) Desirable Qualification(s) Knowledge of customs, manner and dialects of H.P and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
3.	Jr. Scale Stenographer on contract basis (Class-III)	5 1 OBC, 1 UR BPL 2 U.R., 1 SC	Rs. 10300/- 34800/ + 3200/- Grade pay. Emoluments for contractual Employees fixed . Rs.13500/ per month.	(a ) Essential Qualification(s) (i) Should have passed 10+2 Examination or its equivalent from a Board of School Education/ University recognized by the H.P Government. (ii) Must possess the following speed in shorthand and typewriting in English at the time of

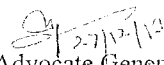
				initial recruitment . Speed in Shorthand 80 WPM and 40 WPM in typewriting (b) Desirable Qualification (s) Knowledge of custom manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
4.	Clerks on contract basis (Class-III)	7. 4 posts LDR UR 3 posts U.R Note:- Number of post may increase.	Rs. 5910/- 20200/ + 1900/ Grade pay. Emoluments for contractual Employees fixed . Rs.7810/ per month.	(a)Essential qualification(S) (i) Should have passed 10+2 Examination or its equivalent from a recognized Board of School Education/University. (ii) Should possess a minimum speed of 30 words per minute in English Typewriting on Computer. (iii) Should have the knowledge of 'Word Processing in Computer as prescribed by the Recruiting Authority. (b) Desirable Qualification (s) Knowledge of custom manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
5.	Assistant Librarian on contract basis (Class-III)	1 UR	Rs. 5910/- 20200/ + 2400/ Grade pay. Emoluments for contractual Employees fixed . Rs.8310/ per month.	(a) Essential Qualification(S) (i) Should have passed 10+2 Examination or its equivalent from a recognized Board of School Education/University recognized by the H.P./Central Govt.. (ii) Should have degree /diploma in Library Science from a recognized University/Institution. (iii) Should have the knowledge of 'Word

				Processing in Computer as prescribed by the Recruiting Authority. (b) Desirable Qualification (s) Knowledge of custom manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
6.	Restorer on contract basis (Class-III)	3. 1. UR 1. S.C. 1 OBC	Rs. 5910/- 20200/ + 1900/- Grade pay. Emoluments for contractual Employees fixed . Rs.7810/ per month.	(a) Essential Qualification(S) Should have passed 10+2 Examination or its equivalent from a recognized Board of School Education/University recognized by the H.P./Central Govt.. (b) Desirable Qualification (s) Knowledge of custom manner and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

Application may be sent to the Advocate General, State of Himachal Pradesh, Shimla.

For detailed information the desirous candidates may visit the Advocate General Website [advgen-hp@nic.in](mailto:advgen-hp@nic.in)

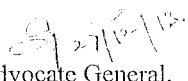
The candidates are advised to go through the instruction carefully by visiting the Advocate General website before applying for the posts.

  
Advocate General,  
Himachal Pradesh

**INSTRUCTIONS:**

1. Application may be submitted on the prescribed format only.
2. The candidates are required to submit application fee in the shape of crossed Indian Postal Order/Demand draft in favour of Advocate General, Himachal Pradesh Shimla payable at Shimla. The fee for Class-III posts is Rs. 200/- for General Category, Rs. 150/- for reserved category.
3. Applications received after due date or incomplete application, or not in accordance with the prescribed format, shall be out-rightly rejected and no correspondence will be entertained in that respect.
4. The words "Application for the post of (Name of the post)" should be super-scribed on top of the envelop containing application form.

5. The candidates are required to submit attested copies of all relevant testimonials so as show their qualification.
6. No person shall be eligible for direct recruitment to the service if he is below 18 years of age as on the first day of January of the Recruitment year i.e. 2014 and not more than 45 year s of age on that date. However, in the case of candidate belonging to Scheduled Caste, Scheduled Tribe, Backward Classes or who is an ex-servicemen, upper age limit shall be the same as may from time to time, be prescribed by the State Government for entry into service for such candidates.
7. The selected candidates shall be offered appointment on the contract basis.
8. No TA/DA shall be admissible to the candidates called for interview.

  
Advocate General,  
Himachal Pradesh,

**ANNEXURE-B**  
**APPLICATION FORMAT**

Space for  
passport size  
duly attested

Adv. No. ----- Dated-----

Post applied for------(mention year) Dated-----

To

The Advocate General,  
Himachal Pradesh, Shimla-1

1. Name of the candidate (in capital letters)..... Gender M.....F.....
2. Son /daughter/wife of Sh. ....
3. Date of Birth (DD/MM/YY) (In words and figures).....
4. Qualification (Matric onwards)

(attach attested photo copy)

Sr. No.	Name of Exam Passed	Year of passing	Board/University	% age of marks	Subjects

5. If in service give details as under:-

Name of office where working	Post on which working/worked	Duration of service		Pay Scale	Present basic Pay
		From	to		

6. Permanent address.....  
(mention Pin Code also)
7. Address for correspondence:.....  
(mention Pin Code also)
8. Category to which belongs/applied for  
Gen.....SC.....ST....OBC.....Otho. Handicapped.....
9. Whether bonafide/domicile of HP or not Y.....N.....
10. Unique Identity Card No./ADHAR Card No.....
11. Details of fees.

IPO/DD No..... dated.....

Payable at .....

**Note:** Extra photograph duly attested by competent authority and self addressed envelope

Signature of candidates