

Himachal Pradesh University Business School
NAAC Accredited "A" Grade University
Summer-Hill, Shimla-171 005

No.1-12/04-HPU (IMS)

Dated: 20.10.2018

ADVERTISEMENT

Applications are invited on prescribed performa for the post of Driver (Light Vehicle) in HP University Business School to be filled in the first instance from those Himachalis whose names are registered on the live register of any of employment exchange of Himachal Pradesh on the date of application. The candidate should fulfill the following essential qualification:

Name of Post	Driver (Light Vehicle)
Number of Post	01 (One only)
Scale of Pay	Rs. 5910-20,200+ 2000/- Grade Pay Initial Pay Rs.7910/-
Nature of Appointment	Contract basis
Age Limit	Between 18 and 45 years
Minimum educational & other qualification required	i. Should be a matriculate or its equivalent from recognized Board of School education/Intuitions recognized by State/Central Government. ii. Must possess valid driving license for the plying of Light Vehicle in hilly terrain. iii. Must possess five years driving experience. iv. Knowledge of customs, manner & dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in Himachal Pradesh.

Those candidates who fulfill the above mentioned qualification may apply to the undersigned. The application should reach in the office by **05.11.2018 till 5.00 PM**. After that no application will be entertained. Further the applicants are required to appear along with their **original testimonials** on **13.11.2018 at 11:00 AM** for personal interview and practical/driving test.

Note: No TA/DA will be paid to attend the test/interview.



(Prof. Pawan Garga)
Director
H.P.U. Business School

Endst.: No. Even

Dated: 20.10.2018

Copy to:

1. SPS to Vice-Chancellor/Dean of Studies/Registrar, HPU.
2. The Finance Officer/Dy. Registrar (Estt.)/A.R.(Admn.),HPU
3. The Chairman/Director of the Teaching Departments/ICDEOL, HPU.
4. Notice Board/Website



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(BRIEF PARTICULARS OF APPLICANT)

(Applicant must fill in all the columns wherever necessary of the Application Form)

(A) Name of post applied : _____

1. Name of applicant _____

2. Father's Name _____

3. Mother's Name _____

4. Date of Birth _____

5. Sex (Male/Female) _____

6. Aadhar No. _____

7. Marital Status(Married/Unmarried) _____

8. Name of spouse (husband or wife if married) _____

9. Address for Communication _____

_____ Pin _____

Mobile _____

10. Permanent Address _____

_____ Pin _____

11. Name of Employment Exchange where registered _____
 Registration No. _____ Registration date _____

12. Province of Domicile: _____ (H.P./Other state)

13. Detail of Educational Qualifications:

Sr.No	Exam passed	Year of Passing	Subjects Studied	Division with Percentage of marks obtained Grade	Name of Board/ University
i)	Middle				
ii)	Matric				
iii)	10+2/Inter/HSC				
iv)	Graduation				

14. Details of Work Experience in relevant field (Total): _____ Years (s)
 (Please write in chronological order , starting from your employment & ending with present employment)

Sr.N o.	Employers/ Organization name & address	Post Held	Pay Scale	Duration of Service	Nature of duties performed

15. Details the list of documents attached along with the forms:

i.	Copy of Matriculation certificate for age proof	(Yes/No): _____
ii.	Copy of 10+2 /Inter / HSC certificate	(Yes/No): _____
iii.	Copy of original driving license	(Yes/No): _____
iv.	Copy of Employment Exchange Registration Card	(Yes/No): _____
v.	Copy of work experience certificate, if any	(Yes/No): _____

Declaration

I hereby declare that the information filled in the application form is true and correct to the best of my knowledge and belief.

Place: _____

Date: _____

Signature of the Applicant