



Lala Lajpat Rai University of Veterinary and Animal Sciences

लाला लाजपतराय पशु चिकित्सा एवं पशु विज्ञान विश्वविद्यालय
(Established by Haryana Legislature Act No. 7 of 2010)

Advertisement No. 1/2023

The applicants are advised to read the instructions/conditions carefully before applying and ensure that they fulfil the requisite qualifications and other conditions. The candidature of the candidates will be rejected if they are found ineligible at a later stage even after appointment also.

- 1. Online** applications are invited for direct recruitment for various Non Teaching posts mentioned under para-2 from the eligible candidates from **15.12.2023 to 05.01.2024** for filling up in Lala Lajpat Rai University of Veterinary & Animal Sciences, Hisar. The details regarding number of posts along with essential qualifications, benefit of reservation, application processing fee, terms / conditions , selection criteria and syllabi (for written examinations) etc. are available and can be downloaded from the University website www.luvas.edu.in. In-service candidates are requested to download the application form from the university website after successfully submission of application form. They are required to apply through proper channel the downloaded application form along with relevant document and **duly filled checklist** through their current employer.

| Sr. No. | Events | Date |
|---------|-------------------------------------|------------------------------------|
| 1 | Date of Publication in Newspaper | Before 15.12.2023 |
| 2 | Opening date for online application | 15.12.2023 (From 09:00 AM) |
| 3 | Last date for online application | 05.01.2024 (12:00 Midnight) |

2. Details of Posts and Pay Scale

| Group C Posts | | | |
|----------------------|------------------------------------|---|----------------------------------|
| Sr. No | Name and Number of Post | Category of Posts | Pay Scale |
| 1 | Lab Technician (01) | GENERAL - 01 | Rs.35400-112400 (FPL-6) |
| 2 | VLDA (04) | GENERAL - 01 BCA - 01 SC - 01 GENERAL ESM - 01 | Rs.35400-112400 (FPL-6) |
| 3 | Tractor Driver (01) | GENERAL - 01 | Rs.25500-81100+200SP (FPL-4) |
| 4 | Clerk (27) | GENERAL - 09 BCA - 04 BCB - 03 EWS - 03 GENERAL ESM - 02 PWD - 01 SC - 05 | Rs.19900-63200+40SP (FPL -2) |
| 5 | Computer Operator (01) | GENERAL - 01 | Rs.19900-63200 (FPL-2) |
| 6 | Steno Typist (07) | GENERAL - 01 PWD - 01 BCA - 01 EWS - 01 GENERAL ESM -01 SC - 02 | Rs.19900-63200+100SP (FPL -2) |
| 7 | Lab Attendant (02) | GENERAL - 01 EWS - 01 | Rs.19900-63200 (FPL-2) |
| 8 | Dairy Manufacturing Assistant (01) | GENERAL - 01 | Rs.19900-63200 (FPL-2) |

Group D Posts

| Sr. No | Name and Number of Post | Category of post (s) | Pay Scale |
|---------------|--------------------------------|--|---------------------------------|
| 9 | Animal Attendant (29) | GENERAL - 08 BCA - 04 BCB - 01 SC - 05 PWD - 02 EWS - 03 GENERAL ESM - 02 SC ESM - 01 BCB ESM - 01 BCA ESM - 01 GENERAL ESP - 01 | Rs.16900-53500+30SP (DL) |
| 10 | Attendant (03) | GENERAL - 01 BCA - 01 GENERAL ESM - 01 | Rs.16900-53500+30SP (DL) |
| 11 | Beldar (02) | GENERAL - 01 BCB - 01 | Rs.16900-53500+30SP (DL) |
| 12 | Helper (01) | GENERAL - 01 | Rs.16900-53500+30SP (DL) |
| 13 | Messenger (06) | GENERAL - 02 EWS - 01 SC - 01 BCB ESM - 01 PWD - 01 | Rs.16900-53500+30SP (DL) |
| 14 | Sweeper (01) | GENERAL - 01 | Rs.16900-53500+30SP+625 SA (DL) |
| 15 | Vehicle Attendant (04) | GENERAL - 02 PWD - 01 EWS - 01 | Rs.16900-53500+30SP (DL) |

3. Essential Qualification

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| 1. | Lab Technician i) 10+2 with Science from a recognized Board. ii) Two years Diploma in Veterinary Laboratory Technology (DVLТ) from recognized University/Institute. iii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. |
| 2. | Veterinary Livestock Development Assistant (VLDA) i) 10+2 from recognized Board. ii) Two years diploma of Veterinary and Livestock Development Diploma (VLDD) with minimum 60 % marks (55% marks for SC and PWD category candidates) from a recognized college/institution/university. iii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. |
| 3. | Tractor Driver i) Matriculation from a recognized Board. ii) Should have valid tractor driving license at least three years old. iii) Shall qualify the Driving test to be conducted by LUVAS. iv) Should not be colour blind v) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. |
| 4. | Clerk i) Graduation or equivalent with 50% marks (45% marks for SC and PWD) from a recognized Institution/ University. ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. iii) Hindi or English typing at a speed of 30WPM in each on computer with commonly used word processing software. Note: -Ex-servicemen who are matriculate (including Ex-Servicemen who have obtained Indian Army Special Certificate of Education or the corresponding certificate in the Navy or the Air Force) and have put in not less than 15 years' service in the Armed Forces of the Union are also eligible to apply and will be considered for posts reserved for Ex-servicemen. |
| 5. | Computer Operator i) Graduation in Computer Science/BCA/B.Tech. (Computer)/B.Tech (IT) with 50% marks (45% marks for SC and PWD) from a recognized Institution/University. ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. iii) Hindi or English typing at a speed of 30 WPM in each on computer with commonly used word processing software. |

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| 6. | Steno Typist i) Graduation or equivalent from a recognized Institution /University ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. iii) English shorthand at a speed of 80 words per minute and transcriptions at a speed of 15 words per minute and mistakes should not exceed 8% |
| 7. | Lab Attendant i) 10+2 with Science from recognized Board. ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. |
| 8. | Dairy Manufacturing Assistant i) 10+2 from a recognized Board ii) Two years Diploma in Dairy Technology with minimum 60% marks (55% marks for SC and PWD category candidates) from a recognized institute /University. OR B. Tech. in Dairy Technology with minimum 60% marks (55% marks for SC and PWD category candidates) from a recognized Institute /University. iii) Hindi/ Sanskrit as one of the subject in Matriculation or Higher Education. |
| 9. | Animal Attendant i) Matriculation from a recognized Board. ii) Certificate of training on Animal Handling/Animal Husbandry from recognized Government Institution/University. iii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. |
| 10. | Attendant i) Matriculation from a recognized Board. ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. |
| 11. | Beldar i) Matriculation from a recognized Board. ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. |
| 12. | Helper i) Matriculation from recognized Board ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. |
| 13. | Messenger i) Matriculation with 50 % marks (45% marks for SC and PWD) from a recognised Board. ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. |

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| 14. | Sweeper i) Middle passed with Hindi. ii) Physically fit in all respect. |
| 15. | Vehicle Attendant i) Matriculation from recognized Board ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. |

4. **Relaxation in Age:**

- i) 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 herein for various categories. However, the maximum age limit shall not exceed 52 (except Ex Servicemen) for the applicants who are entitled to get the benefit of relaxation in age of one or more categories under various circumstances mentioned below:-

| Sr. No. | Categories under which relaxation is admissible | No. of Years of relaxation |
|----------------|--|--|
| 1 | Scheduled Castes/Schedules Tribes | 5 Years relaxation in age |
| 2 | Backward Classes | 5 Years relaxation in age |
| 3 | Disabled persons who covered under the Rights of Persons with Disabilities Act, 2016 | i). 10 years' relaxation in age (+5 years if PwD applicant belongs to Scheduled Caste, Scheduled Tribe, Backward Classes, EWS Category) subject to maximum 52 years for Group C and D Posts. Note : Relaxation in age limit shall be applicable irrespective of the fact whether the post is reserved for PwD or not, provided the post is identified suitable for persons with disabilities. |
| 4 | Wives of military personnel who are disabled while in military service | 5 Years |
| 5 | Widowed or legally divorced women provided she has not remarried | 5 Years |
| 6 | Judicially separated women residing separately for more than two years from the date as prescribed for the purpose of age for candidature. | 5 Years |
| 7 | Unmarried women | 5 Years |
| 8 | Ex- Serviceman Including Short Service Commissioned Officers and Emergency Commissioned Officers. | Relaxation in age to the extent of his/her military service added by three years provided- i) he/she has rendered continuous military service for a period of not less than six months before his release; and ii) he/she was released otherwise than by way of dismissal or discharge on account of misconduct or inefficiency. |
| 9 | Persons who have already worked or presently working on adhoc/contract/work-charged/daily wages basis in any Department/Board/Corporation of Haryana Government including Government-aided Institutions under Haryana Government | Relaxation in age equal to the number of completed years only on equivalent post on adhoc/contract/work-charged/daily wages basis excluding the period of break, if any, subject to maximum age of 52 years and also subject to the condition that if once a person has been appointed on regular basis in any Department/Board/Corporation etc. of Haryana Government with the benefit of relaxation in age he will not be entitled to avail the same again for any subsequent appointment. |

Note 1 : For appointment of an ex-serviceman to any posts mentioned above, his/her age will be calculated keeping in view the actual age minus (actual period of military service plus upto three years of break, if any, between military service and civil service). If the resultant age does not exceed the maximum age limit, including the number of years of any other relaxation in age admissible to him, prescribed for the post for which he is seeking appointment he shall be deemed to satisfy the condition regarding age limit.

Note 2 : The upper age limit of an applicant of any category (except Ex-Serviceman) shall not exceed 52 years who is entitled to avail the benefit of relaxation in age of one or more of the categories mentioned above.

Note 3 : The experience certificate(s) of **equivalent or higher post** issued by the Appointing authority of respective Department/Board/Corporation/Government-aided Institutions only shall be valid.

5. Application Processing Fees in Rupees for online application.

| Sr. No. | Name of Post (s) | General | | SC/BC/EWS Candidates of Haryana State | |
|----------------|-------------------------|--------------------|------------------------------------|--|---------------|
| | | Male/Female | Female (Haryana State Only) | Male | Female |
| 1 | Group C Posts | 1000/- | 500/- | 250/- | 125/- |
| 2 | Group D Posts | 600/- | 300/- | 150/- | 75/- |

- (i) The dependent of ESM and DFF are required to pay the fee as of their original category i.e. General/BCA/BCB/ as the case may be.
- (ii) Application processing fee will be payable through online mode only. Application processing fee received in the form of cheque/demand draft will not be considered. In addition to the application processing fee, candidates of all categories who apply online will also have to bear the bank charges, if any,
- (iii) Person with disability and Ex-Servicemen of Haryana State are exempted from application fee.

6. Selection Criteria & Syllabus for Written Examination 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.

| Sr. No. | Examination | Maximum Marks |
|----------------|--|------------------------|
| 1 | Written Examination | 95 |
| 2 | Socio-Economic Criteria and Experience | 05 |
| 3 | Skill Test where applicable | Qualifying Nature Only |

The written examination of 95 marks shall be divided into two parts comprising:-

- (a) 75% weightage for General Awareness, Reasoning, quantitative ability, English, Hindi, and relevant or concerned subject(s), as applicable: and for Group C posts, computer knowledge in addition;
- (b) 25% weightage for History, Current Affairs, Literature, Geography, Environment, Culture etc. of Haryana

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.

Skill Test :

The skill test like typing test, shorthand test and driving test etc. wherever applicable will be conducted by the university as per prescribed procedure and this will be of qualifying nature only.

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 and Self Declaration are available with this advertisement.

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.**

7. Reservation

- (i) Reservation for persons will be as per Haryana Government Instructions contained in letter No. 22/10/2013-1GS-III, dated 15.07.2014 and Govt. Instructions issued from time to time. **The candidates belonging to other than Haryana State will be treated as General for reservation.**
- (ii) The benefit of reservation will be given only to those SC/BCA/BCB/EWS/PwD /ESM/ESM/Eligible Sports Person and DFF candidates who are bonafide resident of Haryana State and submit the application against reserved category posts and upload documents in support thereof duly issued by competent authority. Likewise the Eligible Sports person shall be required to produce the sports gradation certificate issued by the competent authority as per state Government instructions. DESM shall be required to produce the fresh eligibility certificate duly issued by the respective Zila Sainik Board with the online application form. **Only those reserved candidates will be considered against General category posts who have not taken relaxation in age, percentage relaxation in essential qualifying marks under Educational Qualification or any other benefit except application fee waiver.**
- (iii) Benefit of reservation to Ex-Serviceman & their family members will be as per Government Instructions bearing No. 12/15/2019-4GS-II dated 09.03.2022 and 13.04.2022 or as amended from time to time upto the date of advertisement.
- (A) An ex-serviceman who himself/herself or his/her family member has already secured employment in civil service on regular basis in any Department/Board/Corporation/University etc. under the State Government with availing the benefit of reservation.
- (i) he/she himself/herself shall not be entitled to avail the benefit of reservation in civil service for any subsequent appointment in any Department/Board/Corporation/University etc. under the State Government. However, the benefit of age relaxation for securing another employment in a higher pay scale or post shall remain continue and
- (ii) his/her family member shall also not be entitled to avail the benefit of reservation against the posts reserved for ex-servicemen.
- (B) (i) An ex-serviceman who himself/herself has already secured employment in civil service on regular basis in any Department/Board/Corporation/University etc. under the State Government without availing the benefit of reservation in such case he/she himself/herself or one of his/her family members (son, daughter or spouse) will be entitled to avail the benefit of reservation:
- (ii) where an ex-serviceman who himself/herself is eligible to avail the benefit of reservation under these instructions but he/she does not want re-employment in civil service in such case one of his/her family members (son, daughter or spouse) will be entitled to avail the benefit of reservation.

(C) If an ex-serviceman applies for various vacancies before joining any civil employment, he/she can avail the benefit of reservation as ex-serviceman for any one of the subsequent employments. However, to avail of this benefit, an ex-serviceman as soon as he/she joins any civil employment should give self-declaration/undertaking to the concerned employer about the date-wise details of applications for various vacancies for which he/she had applied for before joining the initial civil employment. Further, this benefit would be admissible only in respect of vacancies which are filled by direct recruitment and wherever reservation is applicable to the ex-servicemen. This condition will also be applicable to the dependents of Ex-Serviceman.

- (iv) EWS certificate on prescribed proforma should be valid for the year in which the candidates have applied for the posts as per govt. instructions issued vide no. 22/12/2019-1GS-III, dated 25.02.2019. The EWS certificate should be issued after 31.03.2023 and valid for the year 2023-2024. EWS certificate issued for jobs in Central Govt. will not be considered irrespective of income mentioned in certificate.
- (v) ESM candidates shall upload/produce attested photo copy of Identity Card issued by concerned Zila Sainik Board or Discharge certificate/Book. Disabled ESM shall upload and produce disability certificate and family member of Martyr shall upload and produce relevant certificate/Battle Casualty certificate which proves the Martyr status issued by competent authority.
- (vi) The candidates belonging to BC-A/BC-B categories are directed to obtain the fresh/latest BC-A or BC-B certificate. **OBC certificate issued for jobs in Central Govt. will not be considered irrespective of income mentioned in certificate.**
- (vii) If quota reserved for Ex-servicemen or Backward Classes remains unfilled to that extent due to non-availability of suitable Ex-servicemen or their dependents or non-availability of suitable candidates from Backward Classes then overall reservation either from the unfilled vacancies of Ex-serviceman or from the Backward Classes for Freedom fighter/their Children/Grand Children will remain limited 2% only. This benefit will be available to all Grand Children i.e. sons and daughters of sons and daughters (paternal as well as maternal) of the Freedom fighter (Chief Secretary Instruction No. 22/10/2013-1GSIII, dated 15.07.2014) amended from time to time.
- (viii) The dependents of ESM will include wife/widow, dependent sons/daughters and who fulfil all conditions of qualifications; age etc. prescribed for posts & will be considered on merit for the posts reserved for ESM to the extent of non-availability of suitable ESM candidates.
- (ix) **DESM candidates of Haryana claiming benefit must have valid fresh eligibility certificate on last date of submission of online application form and will have to produce the valid fresh Eligibility Certificate from the concerned Zila Sainik Board. Mere dependent certificate will not be entertained. ESM candidates should also produce attested photo copy of Identity Card issued by concerned Zila Sainik Board & Discharge Book whenever required.**

- (x) Benefit of reservation to the children/grandchildren of Freedom Fighters will be as per Government Instruction No. 22/49/2021-1GS-III dated 27.10.21 and 26.04.2022. Children/Grand Children of Freedom Fighter shall be required to upload the Certificate duly issued by the respective competent authority.
- (xi) The Eligibility of Eligible Sports Persons (ESP) will be determined according to Govt. Notification No. 4/40/2017-4SYA dated 25.05.2018 and notification dated 15.11.2018 and any subsequent instructions issued by State Govt. in this regard.

8. General Instructions/Conditions for online applications.

- (i) Candidates applying for a post must ensure that they fulfil all the eligibility conditions on the last date of application. Apply online well in advance without waiting for last date of submission of online application form. Before submission of the online 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. The applicant must possess prescribed qualifications on the last date of online applications. If a candidate is found ineligible at a later stage, his/her candidature will be rejected. Mere fulfilment of prescribed essential qualifications will not entitle a candidate to be called for final selection.
- (ii) Please read the instructions and procedures carefully before you start filling the online application form and check all the particulars filled up in application form after getting the printout to ensure the correctness of information and upload all documents before finally submitting the application.
- (iii) The candidate should fill all details while filling the Online Application Form. After applying online, Registration No. and Password will be generated. Take print out of the registration no. and password for future reference of your application status and for Reprinting of your online filled application form. Keep record of the same. The protection of password is the sole responsibility of the candidate and no request shall be entertained after closing date if someone tempers with application details by using id and password of the candidate.
- (iv) The hard copy of application form along with all uploaded documents must be brought at the time of document verification. Documents which have not been uploaded with the application form, will not be entertained.
- (v) The University does not scrutinize the documents at the time of submission of online application and the same are checked only at the time of Scrutiny/verification of documents.
- (vi) The candidate should give details of all the examinations passed from Matriculation or its equivalents to onwards and mention total and percentage of marks obtained and maximum marks in each examination in the online application form or required as per application form. The candidate, who has obtained degree or Diploma or Certificates for the various courses from any institution declared fake by the University Grants Commission/VCI and other institutions/agencies, shall not be eligible for being considered for recruitment to the post(s) advertised.

- (vii) 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.
- (viii) If on verification at any stage starting from submitting online application form till appointment and any time even after appointment, it is found that any candidate does not fulfil any of the eligibility condition or it is found that the information furnished is false or incorrect, his/her candidature will be cancelled and he/she will also be liable to be criminally prosecuted. This is irrespective of whether the candidate was benefitted by furnishing the false or incorrect information in his/her application or not.
- (ix) Qualifications and other term and conditions of eligibility will be determined with regard to the last date fixed for receipt of online application. No documents after the last will be added with the application form under any circumstances.
- (x) Candidates already in regular service must apply through proper channel and have to produce "No Objection Certificate" from the appointing authority otherwise they will not be allowed to appear for verification of documents. The in-service candidates will apply online as advance copy, take print out of the online application form and will forward the online filled application form along with proof of application fee & self-attested copies of all the documents through his/her current employer to **The Registrar, LUVAS, Hisar - 125004**. The regular in service candidates are required to submit the duly filled checklist (**Record of ACR upto Ten Years**) along with application form from his/her current employer. To avoid any service queries in future, the in service candidates are advised to apply through proper channel alongwith record of ACR upto Ten Years.
- (xi) Applications which are incomplete will not be considered. The University shall not be responsible for any problem in this regard.
- (xii) The number of posts indicated in the Advertisement can vary. The University also reserves the right to withdraw / add one or more of the post(s) advertised.
- (xiii) Besides pay, as per scale mentioned in the advertisement, ADA, HRA, Medical Allowance etc. are admissible as per University rules adopted from time to time.
- (xiv) No TA/DA shall be paid by the LUVAS for any written examination/verification of documents.
- (xv) Persons appointed at outstations will not be transferred to Headquarter at Hisar for at least 5 years.
- (xvi) All claims mentioned in the application forms should be supported by relevant and authenticated documents only and such documents/records will be taken into consideration for award of marks.

(xvii) **In case of tie in a particular post, the tie will be resolved as under:**

If more than one candidate (s) secures equal aggregate marks in written examination + Socio Economic Criteria , the merit will be decided on the basis of marks obtained in the essential qualifying examination of that post, meaning thereby if the essential qualification for the post of Clerk is Graduation with 50% marks, the deciding factor will be the marks obtained in Graduation. If in the qualifying examination also the marks are equal, the merit will be on the basis of next lower examination. If still the marks in the lower examination are equal then the older in age will be senior on merit.

(xviii) Candidates can apply for more than one post as per their qualifications. However, he/she should apply separately for each post. Application fee is also to be paid separately for each post.

(xix) Candidates are advised not to change their Mobile No./Email ID as mentioned in the application form. The University shall not be responsible for non delivery of SMS/Email at any stage due to switching off the mobile phone or some technical fault on the part of candidate.

(xx) Applicants are advised to visit the university website www.luvas.edu.in regularly. Every information regarding the recruitment process shall be displayed on the university website.

NONE OF THE PERSON MENTIONED BELOW SHALL FALL WITHIN DEFINITION OF WARD/ DEPENDENT OF EX-SERVICEMEN IN TERMS OF HARYANA GOVT. LETTER NO.12/37/79-GSIII DATED 21-11-1980:-

- i) A person may be working on an ad hoc basis against the post advertised or somewhere else.
- ii) A person may be unemployed at the time of making the application but he may have other source of income viz., from agriculture, trade, property, bank balance etc.
- iii) A person who is a member of the joint Hindu family and remains dependent upon the Karta till there is partition in the family or he/she ceases to be a member of the joint Hindu family and is obliged to pass on all his/her income to the Karta and he/she draws money for his/her subsistence from the pool of the joint Hindu family with the consent of the Karta.
- iv) A candidate who is a member of the joint Hindu family is employed on ad hoc basis but he/she is otherwise dependent on his/her father.

9. Documents to be uploaded with Application Form

- (i) Self attested Copy of Essential Academic Qualifications and Certificate of Matric and onwards showing Date of Birth and other relevant details.
- (ii) Self attested Copy of SC/BCA/BCB/EWS/ESP/ESM/DESM/DFP/PwD (Person with Disabilities)/Haryana Domicile certificate issued by competent authority.
- (iii) Copy of Certificate/undertaking claiming weightage/marks under socio-economic criteria and experience issued by competent authority wherever required . **Experience certificate without details of salary per month, EPF and ESI No. will not be considered.**
- (iv) **Passport Size Coloured Photo showing 80% face visible duly signed by the Candidate. Photograph should not be more than three months old. The date of taken of photograph should be mentioned on the photo. The same photograph as uploaded with the application form must be pasted on the admit card at the time of written examination of the candidate. The candidates whose photograph is found different to that uploaded on the application form will not be allowed to appear in the written examination.**

10. An application form will be summarily rejected in the following events:-

- (i) If a candidate makes more than one application form for the same post.
- (ii) If the experience certificate is without detail of salary per month received EPF/ESI No. (wherever the condition of experience apply) and not issued by the competent authority .
- (iii) If in-service candidates who apply through proper channel do not attach duly certified check list along with their application form.
- (iv) If a candidate does not possess the qualifications of Hindi/Sanskrit as one of the subject in Matriculation or Higher Standard.
- (v) If a candidate does not possess the prescribed academic qualifications on the last date for submission of online application.
- (vi) If a candidate is under age/over age on the last date for submission of online application..
- (vii) If the application is without application processing fee.

- 11.** Candidates are advised that they should not furnish any particulars that are false, tampered/fabricated or should not suppress any material information while filling up the application form. At the time of written examination, if a candidate is (or has been) found guilty of:
- a)** Using unfair means during the examination.
 - b)** Impersonating or procuring impersonation by any person.
 - c)** Misbehaving in the examination hall or taking away the answer sheet from the examination hall.
 - d)** Resorting to any irregular or improper means in connection with his/her candidature for selection.
 - e)** Obtaining support for his/her candidature by any unfair means. Not complying with instructions issued from time to time, such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable:
 - i. To be disqualified from the examination/scrutiny for which he/she is a candidate.
 - ii. To be debarred either permanently or for a specified period, from any examination or recruitment conducted by LUVAS.
 - iii. To be terminated from service, if he/she already in this University Service.

NOTE: ELECTRONIC DEVICES IN WRITTEN EXAMINATION/DURING DOCUMENT VERIFICATION ARE STRICTLY PROHIBITED.

REGISTRAR