

Himachal Pradesh Staff Selection Commission, Hamirpur-177001

Notice for information of the candidates for the post of Steno Typist Post Code 823.

No. HPSSC-C (2)-59/2020- 15996

Dated:- 06.10.2021

The Written test for the above mentioned post is being conducted by the Commission on **09.10.2021 (Morning Session)** and the Eligibility criteria as per R&P Rules of the above stated post is as under :-

1. Minimum Educational Qualification as per R & P Rules :-

i). 10+2 Examination from a recognized Board of School Education.

ii). Must possess the following speed in shorthand and typewriting on computers in both languages i.e English & Hindi at the time of initial appointment.

Speed in Short hand

English : 60WPM.

Hindi : 60WPM.

Speed in Typewriting on Computers

English : 25 WPM.

Hindi : 25WPM.

Provided that at the time of initial recruitment the candidate shall have to pass shorthand test in either of the language i.e. in Hindi or English at the prescribed speed: Provided further that the candidates will have to pass typing test in both the languages at the time of initial recruitment: Provided further that the incumbent having passed shorthand in one language, at the time of initial recruitment at the prescribed speed, shall have to pass the shorthand test in second language within a period of three years from the date of appointment. The appointment letter of such candidate who does not qualify the shorthand test in second language shall contain the specific condition that he shall have to pass the test in shorthand in second language within a period of three years and if he qualifies the test in shorthand test in second language within a period of three years he will be eligible to draw his annual increment from due dates and the candidate who qualifies the said test after three years will be eligible to draw first increment only from the date of qualifying the prescribed test.

iii) Should have the knowledge of word processing in Computer as prescribed by the recruiting authority.

2. Age:- Between 18 to 45 years as on 1.1.2020 (The upper age limit is relaxable by five years for candidates belonging to Scheduled Caste/ Scheduled Tribes/ Other Backward Classes/ Persons with disabilities & Children/Grand Children of Freedom Fighters of Himachal Pradesh. The upper age relaxation is also available to Ex-servicemen candidates of H.P. as per provisions of relevant rules/instructions of H.P. Govt.)

3. Break of the Post:- Gen. (UR)=12, OBC (UR)=02. Total= 14.

It is notified for the information of all candidates that those who have applied for the above post through online application system; and paid the application fee as applicable to their respective categories/sub categories have been **admitted provisionally** for the written test to be conducted on 09-10-2021 relying upon the undertaking submitted by the candidates at the time of filling of online application form; that they have applied on being eligible for the said post as per eligibility criteria as mentioned in the R & P Rules and in the advertisement both. Any candidate(s) who does not fulfill essential qualifications of the post and other eligibility criteria of age etc. and even if, Roll Number for them has also been generated through on line software, such candidate(s) need not to appear in the written test; failing which whole responsibility will lie upon him/her and their candidature will be liable for rejection during the further selection process.

Dated:- 06.10.2021

Sd/-

(Dr. Jitender Kanwar)HPAS

Secretary,

H.P Staff Selection Commission,

Hamirpur.