



# PUNJAB AGRO INDUSTRIES CORPORATION LIMITED

2-A, Sector 28-A, Madhya Marg, Chandigarh

## *Advertisement No.*

Eligible applicants are invited to personally submit online applications on all days during **July 04, 2017 to August 03, 2017 (up to 12.00 midnight)** in the prescribed online format available at [www.govt.thapar.edu](http://www.govt.thapar.edu) for the different categories of posts with payment mode as prescribed:-

<b>Application Fee (Non-refundable)</b>	
General	Rs. 750/- (Seven hundred and fifty only)
SC / ST	Rs. 375/- (Three hundred and Seventy Five only)

**Please ensure that you fulfil the following conditions of eligibility in terms of educational qualifications, age and nationality.**

### **1. Educational Qualifications as on 03/08/2017**

- The Candidate should be qualified as per Detailed Notice inviting Recruitment.
- The candidate should have passed Punjabi Language subject up to Matric standard. However, if you are an Ex-servicemen or a riot/terrorist victim or one of their dependents, you are eligible to apply. If you are selected, then you will have to pass Punjabi examination of Matriculation standard within six months from the date of joining the service or as per Punjab Governments latest instructions.

### **2. Age as on 01.01.2017 (Category Wise)**

- General: 18 to 37 years
- SC/ST/BC: 18 to 42 years
- Widows, Divorcees and certain other categories of women: 18 to 40 years
- Applicants who are already in Government Service: 18 to 45 years. Candidates already in Government service shall be considered for selection only on production "No Objection Certificate" from the department concerned at the time of document verification.
- Physically Handicapped: 18 to 47 years
- The upper age limit of an Ex-serviceman of Punjab Domicile shall be calculated by deducting the period of his service in the Armed Forces from his actual age. If the resultant age still exceeds the upper age limit of 37 years, then a maximum of three years age relaxation will be given. It is reiterated that this relaxation clause is only applicable to Ex-Servicemen of Punjab Domicile.

### **3. Nationality**

A candidate shall be a:

- Citizen of India; or
- Citizen of Nepal; or

- c) Subject of Bhutan; or
- d) Tibetan refugee who came over to India before the 1st January 1962, with the intention of permanently settling in India; or
- e) A person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka and East African countries of Kenya, Uganda and United Republic of Tanzania (formerly Tanganyika and Zanzibar) Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India;
- f) Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government of Punjab in the Department of Home Affairs and Justice.

#### 4. Mode of Payment

Pay-in-Slip will be generated after filling the online application form. Go to the nearest branch of State Bank of India and deposit the requisite application fee using this pay-in-slip on next working day. Last date for depositing the application fee is 04/08/2017.

#### 5. Details of Posts

Sr. No.	NAME OF THE POSTS	PAY SCALE FOR EACH POST	SC	BC	ESM	HCAP	SPORTS	GEN	FF	TOTAL
1	MANAGER (GENERAL)	15600-39100 + 5400 GP	-	-	1	-	-	-	-	1
2	EXECUTIVE (GENERAL)	10300-34800 + 4400 GP	-	-	-	-	-	2	-	2
3	EXECUTIVE (ACCOUNTS)	10300- 34800 + 4400 GP	1 (ESM)	2 (1 ESM)	-	-	1	1	-	5
4	EXECUTIVE (TECHNICAL)	10300-34800 + 4400 GP	2	1	1	1	-	-	-	5
5	JUNIOR SCALE STENOGRAPHER	10300-34800 + 3600 GP	8 (1 ESM)	3	3	1	1	2	-	18
6	CLERK-CUM-COMPUTER OPERATOR	10300-34800 + 3200 GP	12 (2 ESM + 1 Sports)	4 (1 ESM)	-	2	-	11	1	30
7	SUB INSPECTOR	10300-34800 + 3200 GP	6 (1 ESM + 1 Sports)	1 (ESM)	3	1	1	4	-	16
8	JUNIOR STOREKEEPER	5910-20200 + 1900 GP	8 (1 ESM)	3	3	1	1	-	-	16
9	TECHNICAL ASSISTANT	5910-20200 + 1900 GP	9 (1 ESM)	3 (1 ESM)	3	2	1	4	-	22
<b>TOTAL</b>			<b>46 (7 ESM + 2 Sports)</b>	<b>17 (4 ESM)</b>	<b>14</b>	<b>8</b>	<b>5</b>	<b>24</b>	<b>1</b>	<b>115</b>

**Keys of Abbreviations:** GP = Grade Pay, SC=Scheduled Caste, BC= Backward Class, ESM = Ex Serviceman, HCAP = Handicapped, SPORTS = Sportsmen, GEN = General, FF = Freedom Fighter

Note: The emoluments, as per Government Instructions issued vide letter No. 12/155/15-5 PP2/761986/1-6 dated 25-05-2016, as amended from time to time, payable for the new recruitments and other conditions will apply. Kindly refer to section "Conditions Regarding Fixed Monthly Emoluments" given below for more details.

**Conditions Regarding Fixed Monthly Emoluments:**

The emoluments, as per Government Instructions issued vide letter No. 7/204/2012-4FP1/66 dated 15-01-2015, letter no. 7/204/2012-4FP1/1049 dated 21.12.2015 and 12/155/15-5 PP2/761986/1-6 dated 25-05-2016, as amended from time to time, payable for the new recruitments and other conditions are as under:

- a) On direct recruitment during probation period of three years including extended probation period, if any, an employee shall be paid fixed emoluments, which shall be equal to the minimum of the pay band of the new post and during probation period he/she shall not be entitled to any grade pay, annual increment or any other allowance except travelling allowance.
- b) On successful completion of probation period, pay of an employee shall be fixed at minimum of the pay band of the post including grade pay. All other allowance admissible to the post shall be payable thereafter.
- c) The period of probation including the extended period, if any, shall not be counted for the grant of time scale.
- d) If candidate is working in the Punjab Government office and he/she had lien on some post, then during the probation period of his/her new post, he/she shall be paid the pay which he/she was drawing on the post on which he/she had the lien.
- e) The employee shall however during the probation period be covered under New Defined Contributory Pension Scheme and government matching share will also be provided.
- f) In case of consolidated pay is less than the prevailing DC rates then selected candidates will be paid emoluments as per prevailing DC rates at that time.

**6. Details of the minimum qualifications for the various posts**

S. No.	Name of the post	No. of Posts	Qualification
1.	Manager (G)	01	B. Sc. (Agriculture) 1 <sup>st</sup> Division And M. Sc. (Agriculture/Horticulture) OR B. Tech. (Agriculture Engineering) 1 <sup>st</sup> Division And M. Tech (Agriculture Engineering) OR B.Sc.(Agriculture)/B.Tech. (Agriculture Engineering) 1 <sup>st</sup> Division and MBA
2.	Executive (General)	02	Graduate with minimum 2 <sup>nd</sup> Division and 1 year diploma in Computer
3.	Executive (Accounts)	05	B. Com with minimum 2 <sup>nd</sup> Division and minimum 6 months diploma in Accountancy on Tally and

			Computer Language
4.	Executive (Technical)	05	B. Sc. (Agriculture) 1 <sup>st</sup> Division
5.	Junior Scale Stenographer	18	<p>i) Graduation from a recognized University or Institution, <b>and</b></p> <p>ii) Possesses at least one hundred and twenty hours course with hands on experience in the use of personal computer on Information Technology in office productivity applications or Desktop Publishing applications from Government recognized institution or a reputed institution, which is ISO 9001 certified <b>OR</b> Possesses a Computer Information Technology Course equivalent to 'O' level certificate of Department of Electronics Accreditation of Computer Courses (DOEACC) of Government of India</p>
6.	Clerk-cum-Computer Operator	30	<p>i) Graduation from a recognized University or Institution, <b>and</b></p> <p>ii) Possesses at least one hundred and twenty hours course with hands on experience in the use of personal computer on Information Technology in office productivity applications or Desktop Publishing applications from Government recognized institution or a reputed institution, which is ISO 9001 certified <b>OR</b> Possesses a Computer Information Technology Course equivalent to 'O' level certificate of Department of Electronics Accreditation of Computer Courses (DOEACC) of Government of India</p>
7.	Sub Inspector	16	B. Sc. (Agriculture)
8.	Junior Storekeeper	16	10 + 2 and 2 years certificate course in Agriculture
9.	Technical Assistant	22	10 + 2 and 2 years certificate course in Agriculture
	<b>TOTAL</b>	<b>115</b>	

*For all the posts as at s. no. 1 to 9 (above), the applicant should have passed Matriculation examination with Punjabi as one of the compulsory or elective subject or any other equivalent examination in Punjabi language, which may be specified by the Government from time to time.*

## 7. Mode of Selection

The recruitment shall be strictly made to respective categories only on merit, on the basis of written test (**except for the post of Junior Scale Stenographer**). The written test will contain Multiple Choice Questions (MCQ) and there shall be negative marking (1/4<sup>th</sup> marks shall be deducted for every wrong answer).

The candidates for Junior scale stenographers post shall be selected only on the basis of a skill test, wherein, they will have to fulfil the minimum speed of Punjabi & English shorthand test.

The recruitment for the post of Clerk-cum-Computer Operator shall be conducted in two steps. Step – 1 will be the written test as mentioned above. 15 times of the category wise no. of posts candidates will be called for step – 2 i.e. skill test. Skill test shall be of

qualifying nature. Final merit shall be prepared on the basis of marks secured in the written exam of all the candidates who will qualify the skill test.

**Skill test for Junior Scale Stenographer:**

The candidates will have to clear a skill test in Punjabi stenography, wherein, they have to achieve a speed of 100 words per minute. For this test two paragraphs of 250 words each (500 words total) shall be dictated to the candidates. The candidates will have to transcribe these paragraphs at the speed of 20 words per minute. **Unicode compliant font RAAVI** will be used for typing Punjabi.

For English short hand the test shall be conducted at 50 words per minute. For this 200 words paragraph shall be dictated and candidates will have to transcribe the same at 10 words per minute. In each of the tests, both for Punjabi and English, 8% mistakes shall be permissible.

Transcribing will have to be done on Computers only.

**Skill test for Clerk-cum-Computer Operator (typing test on computer):**

**Total Time for Punjabi Test=10 Minutes**

**Total Time for English Test=10 Minutes**

Fifteen times the number of vacant posts to be filled (category wise) shall be short listed on the basis of merit in the written exam to be conducted first, for the Punjab & English Typing Test. Candidates will have to clear both the Punjabi as well as English typing test. Firstly Punjabi typing test will be based on **Unicode compliant font RAAVI** only. The candidate shall be required to have a minimum speed of 30 words per minute. 8% mistakes are permissible in the Punjabi typing test. The candidates, who qualify the Punjabi typing test, shall only be allowed to appear in 2<sup>nd</sup> typing test (English). In English typing test, the Candidates have to achieve a net speed of at least 30 words per minute. The typing tests (both English and Punjabi) will be conducted on Computers only. Among all those who qualify the English typing test, the selection will be made on the basis of marks secured in the written exam conducted earlier. If the candidate fails to reach the place for skill test on the specified date and time his/her candidature will be cancelled.

**IMPORTANT INSTRUCTIONS**

1. The category once filled will not be allowed to be changed.
2. To take benefit of reservation, the reservation certificates/testimonials must be issued by the competent authority on or before 03/08/2017 as per Punjab Government instructions. **No extra time will be given for production of these documents.**
3. Sportspersons seeking reservation under Sports quota should have **Sports Gradation Certificate** issued by Director Sports, Punjab as per the latest instructions to claim benefit under this category. The relevant certificate should be there with the candidate as on **03/08/2017. No extra time will be given to candidates in this respect.**
4. Ex-servicemen or Lineal Descendent of Ex-Servicemen (LDESM), who have domicile

of Punjab, are eligible for reservation under the Ex-Servicemen category. Both will have to produce a certificate issued by District Defence Services Welfare officer/ District Sainik Welfare officer of their respective district in support of their category.

5. The lineal descendants of the Ex-Servicemen can also apply in the Ex-Servicemen category, provided they satisfy the eligibility conditions of a general category candidate. In case sufficient numbers of Ex- servicemen are available, then LDESM shall be treated as General Category candidates.
6. **SC/ST and BC** candidates belonging to other States are required to fill their Post Category as General Category. They are entitled only to age relaxation and application fee concession (wherever applicable) but not entitled to avail reservation.
7. The calculation details of General/reserved posts indicated in this advertisement may marginally change in view of Punjab Government instructions. 50% reservation of vacancies of the quota reserved for Schedule Caste shall be offered to Balmikis and Mazhbi Sikhs, if available, as a first preference from amongst the Schedule Caste as per the Punjab Schedule Castes and Backward Classes (Reservation in Services) Act, 2006. In cases where odd number of SC posts are available, the distribution will be done as under:

Number of SC seats available	Distribution of seats of column 1	
	SC (Mazhbi & Balmiki)	SC(Others)
1	1	0
3	2	1
5	3	2
7	4	3

Punjab Government instructions dated 20.12.2001 state that it has been decided that in direct recruitment to government services the post left unfilled in the quota reserved for Balmikis/Mazhbis, Scheduled Caste Ex-Serviceman and Scheduled Caste Sportsmen, will be reserved up to 2% for the Vimukat Jatis and Bazigar. If no candidate of the Vimukat Jatis/Bazigar is eligible, the said posts will then be filled by other Scheduled Castes”

8. **The Competent Authority reserves the right not to fill up any or all the posts without assigning any reason. The number of posts is likely to be decreased or increased without any notice.**
9. All Original Certificates shall be authenticated by the Department after the publication on Website, the result of written test. The schedule thereof shall be notified on the Website.
10. **It is the responsibility of the applicant that he has in-time verified that the University/Institution from which he has acquired the academic qualification; duly approved by the competent authority in the said stream on the date he has acquired the qualification. He must also be conscious about the legal aspects involved here. In the event that the department seeks any information in this regard and the Applicant is not able to in-time-produce the specified documents, his candidature shall be rejected without assigning any further opportunity. Such applicants may however be allowed to appear in the written test subject to the grant of Provisional Admit Card and the entire risk shall be borne by the Candidate.**
11. No extra weightage shall be admissible to the Applicants possessing higher qualification or experience

**12. The reservation categories and their relevant explanation is provided as below:**

**A. BACKWARD CLASSES (PUNJAB)**

- i) The candidates desiring to be considered for the Backward Classes category are required to submit a certificate as per Punjab Government letter No.1/41/93.RCI/459 dated 17/1/1994, No. 1/41/93RC-1/1597, dated 17-8- 2005 and No.1/41/93 RCI/209, dated 24.2.2009 in the Section of prescribed proforma.
- ii) The BC Certificate in proforma other than the prescribed proforma will not be accepted. The candidates belonging to Backward Classes are required to attach a declaration along with Backward Class certificate that no change occurred in their status and they do not fall in the section of creamy-layer as per Govt. letter No. 10/9/2009-RCI/62 Dated 08/1/2010.
- iii) The Competent Authorities to issue the necessary certificate are:
  - a. Deputy Commissioner
  - b. Additional Deputy Commissioner
  - c. Sub-Divisional Magistrate
  - d. Executive Magistrate (PCS Officers only)
  - e. Tehsildar

**B. EX-SERVICEMEN (PUNJAB)**

- i) "Ex-serviceman" means a person who has served in any rank, whether as a combatant or a non-combatant, in the Naval, Military and Air Force of the Union of India (here-in-after referred to as the Armed forces of the Union of India), and who has:
  - a. retired or released from such service at his or her own request after earning his or her pension; or
  - b. been released from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; or
  - c. been released otherwise than on his own request from such service as a result of reduction in establishment; or
  - d. been released from such service after completing the specific period of engagement otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency and has been given a gratuity;
- ii) But does not include a person who has served in the Defence Security Corps, the General Reserve Engineering Force, the Lok Sahayak Sena and the Para Military Forces, but includes personnel of the Lok Sahayak Sena of the following categories namely:
  - a. Pension holders for continuous embodied services
  - b. Persons with disability attributable to military service; &
  - c. Gallantry award winners

Ex-servicemen should be of Punjab domicile and they should submit a Punjab Resident Certificate from the competent authority i.e District Defence Services Welfare officer/District Sainik Welfare officer of their respective districts failing which would result in cancellation of their candidature.

**Explanation:** The persons serving in the Armed Forces of the Union, who on

retirement from service would come under the category of "Ex-servicemen", may be permitted to apply for re-employment one year before the completion of specified terms of engagement and avail themselves of all concessions available to Ex-servicemen but shall not be permitted to leave the uniform until they complete the specified terms of engagement in the Armed Forces of the Union.

#### **LINEAL DESCENDENT OF EX-SERVICEMEN (PUNJAB)**

- i) Where an Ex-serviceman is not available for recruitment against a reserved category, such a vacancy shall be reserved to be filled in by recruitment of either the wife or one descendent child of an Ex-serviceman.
- ii) As per Punjab Government notification No. GSR9/Const./ Art309, 234 and 318/Amd(5)/2003 dated 06/11/2002 and letter No. 1/28/92-3ET/2805 dated 14/05/2003 and;
  - a. "Lineal Descendent" means sons/daughters (married/un-married/widowed legally divorced) of the re-employed/ unemployed Ex-Serviceman.
  - b. "Wife" shall include the widow of an Ex-serviceman, provided she has not re-married up to the date of the issue of the appointment letter."
  - c. In any case, including the case where the Ex-Serviceman has died, his sons/daughters shall be treated as "Lineal descendent" only if a certificate to this effect has been issued by the authority appointed by the Government.

#### **C. SPORTS PERSON (PUNJAB)**

A candidate can claim reservation under the Sports Person category only if:

- i) He/ She belongs to State of Punjab; and
  - a. has won National Championship in team or individual events while representing the State of Punjab in such sports events as have been conducted by such respective National Federations as are affiliated to the Indian Olympic Association; or
  - b. has won National Championship in team or individual events which are organized by the Indian Olympic Association; or
  - c. has won first, second or third position in team or individual events and/or he has won Gold or Silver or Bronze Medal, at International Sports meets, conducted by International Federations affiliated to the International Olympic Committee or by the International Olympic Committee itself.
    - i. If candidate belongs to Sports Person, Punjab Category, an attested copy of Gradation Certificate strictly in accordance with the Punjab Sportsman Rules, 1988 issued by the competent authority should be attached with the application form.
    - ii. Director Sports, Punjab is the competent authority to issue Sports Gradation Certificate and any other Sports Certificate issued by any other authority will not be accepted a valid Certificate for claim of reservation under the Sports Person, Punjab Category.
    - iii. Applicants claiming reservation under Sports Person, Punjab Category must submit Punjab Resident Certificate from the competent authority, failing which would result in cancellation of their candidature.

#### **D. SCHEDULED CASTE, (PUNJAB)**

The competent authorities for issuing Scheduled Castes certificates are:

- i) District Magistrate/Additional District Magistrate/ Collector / Deputy



Commissioner/Additional Deputy Commissioner/ Deputy Collector/ Ist Class Stipendiary Magistrate/ City Magistrate/ Sub Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/Extra Assistant Commissioner (Not below the rank of Ist Class Stipendiary Magistrate);

- ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate;
- iii) Revenue Officer not below the rank of Tehsildar;
- iv) Sub Divisional Officer (C) of the area where the candidate and or his family formally resides;
- v) Administrator/Secretary to Administrator/Development Officer Lakshadweep Islands;
- vi) As per para-3 of Punjab Govt. Instructions No. 1/8/2007-RC-1/815, dated 10th July, 2008, Head of Department or Head of Offices are competent to issue Scheduled Castes Certificates to those applicants whose parents are serving or residing in Chandigarh/Mohali on the basis of their parent's service record.

**E. WIDOWS AND CERTAIN OTHER CATEGORIES OF WOMEN (for age relaxation only)**

The definitions as per Government Instructions issued vide letter No. 1/50/83- 5PP (1368)/3454 dated 23-4-84 as amended from time to time the widows and certain other categories of women for reservation in employment is as under:

- i) Widows;
- ii) Women who are legally separated from their husbands or have been divorced;
- iii) Women whose husbands have been ordered by Civil or Criminal Courts to pay maintenance to them;
- iv) Women who have, because of their desertion, been living separately from their husband for more than two years;
- v) Women whose husbands have remarried; and
- vi) Wives of serving military personnel or those who are disabled while in military service.

**F. PHYSICALLY HANDICAPPED (PUNJAB)**

The definitions as per Government Instructions issued vide letter No. 10/26/95/5- SS/1252, dated 2-5-97 of the handicapped for purposes of reservation in employment is as under:

**THE BLIND :**

The blind are those who suffer from either of the following conditions: - Total absence of sight.

Visual acuity not exceeding 6/60 or 20/2-- (Snellen) in the better eye with correcting lenses. Limitation of the field of vision subtending an angle of 20 degrees or worse.

**THE DEAF:**

The deaf are those in whom the sense of hearing is non-functional for ordinary purposes of life. They do not hear, understand sounds at all events with amplified speech. The cases included in this category will be those having hearing loss more than 60 decibels in the better ear (profound impairment) in the conversational range of frequencies.

**ORTHOPAEDICALLY HANDICAPPED**

The orthopedically handicapped are those who have a physical defect or deformity

not less than 40 % which causes an interference with the normal functioning of the bones.

Competent authorities to issue such certificate as under:-

- i) Principal Medical Officer
- ii) Chief Medical Officer
- iii) Civil Surgeon
- iv) Class-I Medical Officer of any Government Medical Institution

**This certificate should be issued by the competent authorities of the concerned District or place of which the candidate is permanent resident.**

### **IMPORTANT GUIDELINES AND DATES**

1. All candidates are required to keep in touch with website [www.govt.thapar.edu](http://www.govt.thapar.edu). All contents detailed here on website [www.govt.thapar.edu](http://www.govt.thapar.edu) shall prevail.
2. All subsequent Notices shall also be ONLY displayed on [www.govt.thapar.edu](http://www.govt.thapar.edu).
3. Candidates are advised to go through the directions very carefully. Applications should be completed in the 1<sup>st</sup> instance itself. Incomplete applications shall be rejected and no opportunity shall be granted for subsequent supplementing.
4. **IMPORTANT TENTATIVE DATES**

Date of Advertisement	04.07.2017
Date of availability of online form	04.07.2017
Last date for applying online	03.08.2017
Last date for payment of application fee	04.08.2017
Start date of downloading the admit card	14.08.2017
Date of Exam *	19.08.2017, 20.08.2017
Uploading of question paper and answer key	21.08.2017
Window for filling objection	21.08.2017 to 24.08.2017
Result of written Examination	28.08.2017
Date (Tentative) of Skill Test for post of JSS and CCO	02.09.2017, 03.09.2017
Window for filling objections in Skill Test	04.09.2017 to 06.09.2017
Date of typing test for those having valid objections	07.09.2017
List of qualified candidates	08.09.2017

\* Detailed exam schedule will be displayed on website [www.govt.thapar.edu](http://www.govt.thapar.edu) by 10.08.2017.

Documents verification of shortlisted candidates: Schedule will be displayed on [www.govt.thapar.edu](http://www.govt.thapar.edu) in October 2017.

5. **HOW TO APPLY ONLINE**
  - a. Candidate can apply online at [www.govt.thapar.edu](http://www.govt.thapar.edu) from anywhere at home, at any place where there is an access to the Internet.

- b. Fill the application form.
- c. Every successful registration will be allotted the Login id and password.
- d. Fee Challan will be generated after filling the online application form. Go to the nearest branch of State Bank of India and deposit the requisite application fee using this fee challan on next working day. Last date for depositing the application fee is 04/08/2017.
- e. Upload scanned photo and signature in the application form after the fee is approved.
- f. **Candidates are not required to send the hard copy of the application form.**
- g. Incomplete form or forms filled with wrong information the candidature shall stand automatically cancelled / rejected and shall not be considered for further processing.
- h. Candidates may apply for more than one post by submitting separate application for each post along with separate processing fee.
- i. For any problem, help can be taken from the helpline no. **8557882876** or **8557884676** or Email: [paic2017@thapar.edu](mailto:paic2017@thapar.edu) available during working hours.
- j. Only Online registered application forms will be entertained.

6. **NOTE**

- a. Merely appearing in the entrance exam does not entitle you for the right to selection unless you fulfill the prescribed eligibility criteria and other terms and conditions of the advertisement. Thereafter selection will be on the inter-se merit of the entrance test subject to reservation prescribed. Candidates are advised to please ensure that they fulfill all the eligibility requirements for the post applied. In case you feel that you are not fulfilling any of the essential eligibility criteria due to which your candidature may be cancelled at any stage, you are advised not to appear for the test.
- b. Selection **will be made purely on the basis of merit in the written test (except Junior Scale Stenographer) to be held at Patiala** on schedule mentioned above.
- c. Applicants claiming reservation of any sort shall record their claim in on-line Application. Even the claim of sub-reservation such as **Mazhbi, Ramdassia or Balmiki** etc. if any; should be submitted in on-line application. There is no scope for subsequent supplementing. No change in reservation category (main/subsidiary) shall be allowed after the receipt of the on-line application. Seeker thereof would be dis-qualified for the further recruitment process.
- d. Number of posts advertised or the reservation there of etc., can be increased or decreased without assigning any reason and in this regard, the decision of Punjab Govt. shall be binding.
- e. In case of a tie of marks in the written test, the same shall be broken on the basis of date of birth. Candidate senior in age shall rank higher in order of merit. In the case of a tie in age also, a candidate getting higher percentage of marks secured at matriculation level shall be ranked higher in order of merit.
- f. Candidates will be called for original documents inspection as per category wise merit list with 50% extra waiting list on an appointed day in person before a high level committee at a specified place before issue of appointment letters. Failure of any candidate to come personally with all complete original documents shall lead to forfeiture of his claim and the next candidate on merit shall be considered their and then. There shall be **NO EXTENSION OF DATE WHATSOEVER UNDER ANY CIRCUMSTANCES**. The merit/waiting list shall be valid for one year from the date of publication of result.
- g. The recruitment **SHALL BE MADE SUBJECT TO 100% VERIFICATION of DEGREES & CERTIFICATES** from issuing authorities within six months and

SHALL BE LIABLE TO BE DECLARED NULL AND VOID ABINITIO WITHOUT ANY NOTICE WHATSOEVER IN CASE ANY DOCUMENT IS FOUND FAKE OR FORGED. The department shall also without fail launch against such candidate's suitable criminal proceedings besides civil proceedings to make recoveries of salary and other emoluments paid to such candidates.

- h. The selection will be subject to any notification /amendments issued by Punjab Government from time to time.
- i. For any difficulty in (i) Understanding the instructions as above, (ii) Filling the Application Form, (iii) Downloading the Admit Card, and (iv) Any subsequent instructions displayed on Website etc., immediate timely reference should be made to the following :

**Dr. S S Bhatia, Dean of Academic Affairs, Patiala.**

**E-mail: [paic2017@thapar.edu](mailto:paic2017@thapar.edu)**

**Mob: +91-8557882876**

- j. In case of any further difficulty or Complaint; an immediate reference should be in- time made to undersigned.

**Managing Director, Punjab Agro Industries Corporation Limited**

**E-mail: [mail@punjabagro.org.in](mailto:mail@punjabagro.org.in)**

and

**[agro.anjna@yahoo.co.in](mailto:agro.anjna@yahoo.co.in)**