DIRECTORATE OF STATE TRANSPORT, HARYANA, CHANDIGARH, 30-BAYS BUILDING, 2ND FLOOR, SECTOR-17, CHANDIGARH.

Advt. No. 1/2015/DST DATED: 14.08.2015 Closing Date: 17.09.2015

NOTICE

The applications are invited from the eligible candidates in the **prescribed application form** for engaging them as Heavy Passenger Transport Vehicle Drivers on fixed remuneration of Rs. 12,000/- per month in various depots of Haryana Roadways for a period of maximum one year or till the arrival of regular drivers whichever is earlier. 725 vacancies are to be filed up as per part-II of outsourcing policy dated 06.04.2015. The detail is as below:-

1. **Depotwise, category-wise breakup:**

<table>
<thead>
<tr>
<th>Code No. of the depot</th>
<th>Name of Depot</th>
<th>No. of vacancies</th>
<th>Category-wise breakup of Posts</th>
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</thead>
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<td>Gen</td>
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<tr>
<td>01</td>
<td>Ambala</td>
<td>04</td>
<td>02</td>
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<td>02</td>
<td>Chanderigarh</td>
<td>77</td>
<td>22</td>
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<td>03</td>
<td>Karnal</td>
<td>20</td>
<td>01</td>
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<tr>
<td>04</td>
<td>Jind</td>
<td>26</td>
<td>09</td>
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<td>05</td>
<td>Kalah</td>
<td>7</td>
<td>03</td>
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<td>06</td>
<td>Sonipat</td>
<td>45</td>
<td>14</td>
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<td>07</td>
<td>Yamunanagar</td>
<td>18</td>
<td>05</td>
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<td>08</td>
<td>Delhi</td>
<td>23</td>
<td>08</td>
</tr>
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<td>09</td>
<td>Kurukshetra</td>
<td>35</td>
<td>11</td>
</tr>
<tr>
<td>10</td>
<td>Panipat</td>
<td>19</td>
<td>06</td>
</tr>
<tr>
<td>11</td>
<td>Gurugram</td>
<td>166</td>
<td>47</td>
</tr>
<tr>
<td>12</td>
<td>Hisar</td>
<td>26</td>
<td>09</td>
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<td>13</td>
<td>Haryana</td>
<td>15</td>
<td>05</td>
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<td>14</td>
<td>Bhiwani</td>
<td>28</td>
<td>08</td>
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<td>15</td>
<td>Sirsa</td>
<td>04</td>
<td>03</td>
</tr>
<tr>
<td>16</td>
<td>Faridabad</td>
<td>19</td>
<td>06</td>
</tr>
<tr>
<td>17</td>
<td>Fatehabad</td>
<td>12</td>
<td>05</td>
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<td>18</td>
<td>Bhag</td>
<td>10</td>
<td>04</td>
</tr>
<tr>
<td>19</td>
<td>Narowal</td>
<td>22</td>
<td>08</td>
</tr>
<tr>
<td>20</td>
<td>Charkhi Darla</td>
<td>26</td>
<td>09</td>
</tr>
<tr>
<td>21</td>
<td>Faridabad (City Bus Service)</td>
<td>131</td>
<td>35</td>
</tr>
</tbody>
</table>

Note :- 10% posts of SBC category have been withheld as per Chief Secretary Haryana instructions No. 22/146/2015-1 GS-III dated 06.08.2015

Instructions for the candidates

1. **Availability & submission of application form**

The application form will be available at the web site of Transport Department, Haryana i.e. www.hartrans.gov.in

A candidate should submit only one application either through speed post/registered post/courier or delivery by hand, in the office of concerned General Manager, Haryana Roadways of his choice. Application filled in the prescribed format only will be accepted. In case of applying at more than one depot all the applications shall be rejected.

2. **Eligibility Criteria:**

A candidate must (a) be a citizen of India, (b) be of good moral character (c) be of sound health (d) not have more than one spouse living (e) should have passed matric
school examination with Hindi/Sanskrit as language subject or its equivalent and should have a valid HEAVY PASSENGER TRANSPORT VEHICLE DRIVING LICENCE with three years of experience reckoned from the date of the issuing date of the HEAVY PASSENGER TRANSPORT VEHICLE DRIVING LICENCE. Eligibility shall be determined on the closing date fixed for submission of application form i.e. 17.09.2015.

3. Age Limit:

The candidate shall not be less than 23 years and more than 42 years of age on the last date of submission of application form i.e. 17.09.2015. Candidates belonging to reserved categories shall be allowed relaxation in upper age limit as per Haryana Government policies. In case of Ex-serviceman candidates the upper age limit shall be relaxed by the continuous military service added by three years.

4. Application fee:

Rs.100/- for general category.
Rs. 25/- for SC/BC/EBP category candidate.

The fee can be deposited by the candidate in the form of Bank Draft/demand draft/banker cheque of a nationalized/scheduled bank payable at the depot location for which the candidate has applied, in favour of the General Manager or by way of cash deposit in any depot of Haryana Roadways. The details of the cash receipt or DD/BD/Banker Cheque shall be filled in the application form and a self attested photocopy of cash-receipt be attached with the application form. In case the fee is deposited by way of DD/BD/Banker cheque, original document be attached with the application form. Application form without required fee would be summarily rejected. The fee once deposited shall not be refunded in no case.

5. Reservation

Reservation for SC, BCA, BCB,EBP, Ex-servicemen and Outstanding Sports Persons shall be as per Haryana Government rules/instructions. The benefit of reservations shall be available to the bonafide residents of Haryana State only.

Note: The candidate(s) who fail to produce the required document(s) claiming reservation shall be treated under General category.

The dependent sons of Ex-servicemen (DESM) who fulfill all conditions of qualifications, age etc. prescribed for post will be considered on merit for the posts reserved for ESM to the extent of non-availability of suitable ESM candidates. The children and the grand-children of Freedom Fighters (WFF) would be considered against the posts of ESM to the extent mentioned in Haryana Govt. letter No. 22/20/83-3GSIII, dated 26.07.1984 as amended from time to time, if the quota reserved for Ex-servicemen, remains unfiled due to non-availability of suitable Ex-servicemen or their dependents.

ESM/Dependent of Ex-servicemen (DESM) candidates of Haryana claiming the benefit will have to produce the fresh Eligibility Certificate from the concerned Zila
Sainik Board at the time of interview failing which he/they will be considered in their respective category i.e. General/SC/BCA/BCB as the case may be. Mere Dependent Certificate will not be entertained. ESM candidates should also produce at the time of interview attested photo copy of Identity Card issued by the concerned Zila Sainik Board.

Note: The candidate(s) who fail to produce required document(s) claiming reservation of ESM/DESM shall be treated under his/their respective category instead of ESM/DESM.

6. Self attested documents to be attached with application

Self attested photocopies of the following documents must be attached to the application form:

1. Date of birth proof
2. Valid Heavy Passenger Transport vehicle Driving licence
3. Matriculation certificate
4. Experience certificate(s)
5. Additional higher qualification (if any)
6. 10+2 (in any stream)
7. Polytechnic/Graduation or above
8. ITI certificate in any trade
9. ITI Certificate in Motor Mechanic/Diesel Mechanic
10. Copy of fee-receipt issued by the General Manager
11. Demand Draft/Banker Cheque (original)
12. Haryana Domicile certificate (if applied under reserve category)
13. Certificate about the category for which reservation is claimed
14. Gradation certificate(sports) (if applied under OSP category)

Note: No original document is to be attached except demand draft/banker cheque.

7. Selection Process & Criteria

(i) A consolidate merit list based upon the evaluation of Educational qualification and Experience shall be prepared category wise. From the lists so prepared, candidate falling in ten times of numbers of vacancies in a particular category will be called for appearing in driving proficiency tests. The lists of such applicants (falling in ten times numbers of vacancies) will be displayed on the notice board of the depot and shall also be displayed at the site of the said test for the information of the candidates.

(ii) For preparing the above list of eligible candidates depot wise, merit of eligible applicants in Educational qualifications and Experience will form the basis.
The breakup is given below:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Particular</th>
<th>Marks</th>
<th>Calculation process</th>
</tr>
</thead>
</table>
| 1.    | i) Educational qualification i.e. Matriculation with Hindi/Sanskrit. | 75    | The marks of a candidate will be calculated on the basis of percentage of marks obtained by the candidate in the matriculation examination by using the formula given below: -  
|       | ii) Additional Qualification (maximum 10 marks) |       | a) The criteria given above shall be adopted.                                          |
|       | a) Plus 2 in any stream. | 01    | b) -do-                                                                               |
|       | b) ITI certificate in any trade. | 03    | c) -do-                                                                               |
|       | c) ITI Certificate in Motor Mechanic Trade or in Diesel Mechanic Trade | 03    | d) -do-                                                                               |
|       | d) Graduation or above | 03    |                                                                                      |
| 2.    | Experience                     | 10 Marks | The experience of three years will fetch zero marks and experience for every additional year will fetch one mark, subject to maximum ten marks. The criteria for determining the experience shall be the length of valid Driving Licence possessed by the candidate/aspirant. |
| 3.    | Interview                      | 05    |                                                                                      |

iii). If some candidate/applicant contests the list so drawn for not including his name in the said list inspite of being eligible in the above given parameter, he will lodge his claim to the General Manager within 15 days of the display of such list on the website of the department and the General Manager will settle the claim within next 7 days and accordingly the new list of those falling in the ten times figure of the vacancies will be drawn and displayed.

iv). Thereafter the process of conducting proficiency test will be followed at the designated depots strictly in accordance with the existing policy which will comprise of Dug Test, Zig-Zag Test, 8 Shape test-forward & reverse and Road Test.

v) The department will not the liable for any compensation on account of injury/loss sustained during the process of proficiency test(s).

vi) After each stage of the Driving Proficiency Test, a list of successful
candidates will be prepared and signed by the committee members and announced then and there before the candidates based upon the outcome in the proficiency test. A list of successful candidates who qualified all the stages of Driving Proficiency Test will be prepared and signed by all the committee members daily and shall also be displayed on the notice board under intimation to the HQ.

vii) After all the stages of Driving Proficiency Tests are over for the short listed candidates, the committee will prepare a consolidate list of the candidates for the available vacancies strictly in order of merit (category-wise) duly signed by all the members.

viii) Interview will be conducted by the committee which conducted the proficiency tests and merit list will be determined depot-wise and shall be displayed on the website of Transport Department after final approval from the Directorate/Govt.

ix) The offer of engaging, the selected candidates will be issued by the General Managers concerned only after the results are got approved from the Directorate/Government. The General Manager shall enter into an agreement signed by the selected candidate and by himself in prescribed format under the policy of outsourcing, stating unambiguously therein that it is an agreement for a fixed term and shall automatically cease on the expiry of contract period i.e. maximum one year or till the arrival of regular drivers whichever is earlier without serving any notice. Such contractual engagement shall not confer any claim to the regularization of service or any consequential benefits.

x) Other formalities viz. verification of Driving Licences for being genuine, Medical Examination of the successful candidates etc. shall be completed as per the prevalent practice by the respective General Manager before engaging the drivers for driving the buses.

xi) The department reserves the right to post the engaged driver in any of the depot of Haryana Roadways.

Such drivers engaged on contract basis will be entitled to avail one day weekly off and will not be entitled to avail any kind of leave.

---Sd/---

Director, State Transport,
Haryana, Chandigarh.
DIRECTORATE OF STATE TRANSPORT, HARYANA
निदेशालय राज्य परिवहन, हरियाणा
30 Bays building, Sector 17, Chandigarh.
30 बेंज भवन, सेक्टर 17, चंडीगढ़।
PINCODE: 160017 चिन कोड 160017

Application No.(For office use only)  Registration No. (For office use only)
प्राप्तव्य पत्र क्रमांक (कार्यालय के प्रयोग हेतु)  पंजीकरण नब्बर (कार्यालय के प्रयोग हेतु)

APPLICATION FOR ENGAGEMENT OF DRIVER IN HARYANA ROADWAYS ON FIXED REMUNERATION BASIS AS PER OUTSOURCING POLICY OF THE STATE.

राज्य की आउटसोर्सिंग पौलिसी के तहत हरियाणा राज्य परिवहन विभाग में चालकों को निर्धारित पारिश्रमिक के आधार पर रखने के लिए आवेदन पत्र।

(i) Please read the instructions and other relevant information contained in the advertisement for engagement of drivers, a copy of which is enclosed and is a part of the application pack.

(ii) Please fill in the blocks in Capital Letters by using blue ink ball pen. Use (X) mark in the column wherever required. The (√) shall not be used. All columns of this form must be completed by the applicant. Write N.A. if not applicable.

(iii) Application form be filled in English language using capital letter where required. The (X) mark might be used. All columns of this form must be completed by the applicant.

(iv) All the particulars from Sr. No. 1 to 17 are to be filled up mandatorily and attach documents as indicated at Sr. No. 18 of the application form.

1. CANDIDATE’S NAME (in Capital letters as given in class 10th Certificate)

2. FATHER’S NAME (in Capital letters as given in class 10th Certificate)

3. MOTHER’S NAME (in Capital letters) (In English)

4. Date of birth

- जन्म तिथि

<table>
<thead>
<tr>
<th>जन्म तिथि (तिथि)</th>
<th>मास</th>
<th>वर्ष</th>
</tr>
</thead>
<tbody>
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</table>
5. Age as on last date of submission of application (i.e. 17.09.2015)  
Years Months Days  

6. (i). Name of depot for which applied for  

(ii). Code No. of the Depot  

7. Category-mark (X ) in the appropriate boxes) वर्ग –सही खाँचे मे (X ) लगायें)  

8. Application Fees ( fill in the information in the respective column) आवेदन शुल्क (मूल्य कवर्तित कलम में ही भरें)  

9. Complete Mailing address in capital letters.  
पत्र यथावत कर पूर्ण पता बढ़े अक्षरों मे लिखें।
10. Are you a DOMICILE of Haryana
क्या आप हरियाणा के स्थाई निवासी हैं
Yes [ ] No [ ]
हां सही नहीं

11. Details of HEAVY PASSENGER TRANSPORT VEHICLE DRIVING LICENCE
भारी यात्री वाहन चालक के लाइसेंस का व्यूह

<table>
<thead>
<tr>
<th>Licence No. लाइसेंस सं.</th>
<th>Date of Issue जारी करने की तिथि</th>
<th>Valid upto कब तक वैध है</th>
<th>Name of Licencing Authority लाइसेंस जारी करने वाले प्राधिकारी का नाम</th>
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</table>

12. EDUCATIONAL QUALIFICATIONS from 10th class onwards:
(Self-attested copies of Certificates and Marks sheets may also be attached)
शैक्षणिक योग्यता दसवीं कक्षा एवं आगे तक (प्रमाण पत्र और नम्बर सूची की प्राप्ति कर लें)

<table>
<thead>
<tr>
<th>Year कर्णा</th>
<th>Name of Examination परीक्षा का नाम</th>
<th>Total Marks कुल अंक</th>
<th>Marks Obtained प्राप्तांक</th>
<th>%Age Marks प्रतिशत नंबर</th>
<th>Subjects विषय</th>
<th>Name of University / Board विश्वविद्यालय / बोर्ड का नाम</th>
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13. Total Experience in driving (As Heavy Passenger Transport Vehicle Driver)
चालन का कुल अनुभव (भारी यात्री वाहन चालक के साथ)

<table>
<thead>
<tr>
<th>Year कर्णा</th>
<th>Month महीने</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

14. Details of Experience (As Heavy Passenger Transport Vehicle Driver):
भारी यात्री वाहन चालक का अनुभव का व्यूह

<table>
<thead>
<tr>
<th>S.No. क्र.सं.</th>
<th>Dates (Months &amp; Year):तिथि (मास तथा वर्ष)</th>
<th>Total period कुल अवधि</th>
<th>Name &amp; Address of Bus Operator &amp; Telephone No. बस संचालक का नाम, पता व फोन नंबर</th>
<th>Armed Forces and Unit No. सैनिक सेवा और युनिट नंबर</th>
<th>Salary per month प्रति महीने वेतन</th>
</tr>
</thead>
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15. Identification mark
(दृष्टि प्राप्त यात्री वाहन चिन्ह)

[Blank space for identification mark]
16. Were you ever involved in a Road Accident?  

Yes ☐ NO ☐

If Yes, give complete details of accident and court case, any, on separate piece of paper.

If Yes give, details.

17. Were you ever convicted by any court of law?  

Yes ☐ NO ☐

If Yes give, details.

18. Self attested documents attached. (mark X in the box where applicable)

1 Date of birth

2 Valid Heavy Passenger Transport vehicle Driving licence

3 Matriculation certificate

4 Experience certificate(s)

5 Additional higher qualification (if any)

(i) 10+2 (in any stream)

(ii) Graduation or above

(iii) ITI certificate in any trade

(iv) ITI Certificate in Motor Mechanic/Diesel Mechanic

6 Copy of fee-receipt issued by the General Manager

7 Demand Draft/Banker Cheque (original)

8 Haryana Domicile certificate (if applied under reserve category)

9 Certificate about the category for which reservation is claimed

10 Gradation certificate(sports) (if applied under OSP category)

DECLARATION:

I hereby declare that the particulars contained in this application are true and correct to the best of my knowledge and nothing has been concealed therein. I agree that any false/incorrect information or misrepresentation/concealment on my part will lead to the cancellation my candidature or my appointment without any obligation or liability to the Government.

Date………………………… Signature of candidate………………………………

(Unsigned applications can be summarily rejected)
घोषणा:-
मैं घोषणा करता हूँ कि इस प्रार्थना पत्र में दिया गया विवरण भर्ग में ज्ञान के अनुसार सत्य एवं सही है और इसमें कुछ भी छिपाया नहीं गया है। मैं इस बात से भी सहमला हूँ कि मेरे द्वारा दी गई किसी शुद्ध/गलत सूचना अथवा गलत ज्ञान/भर्ग में सत्य पर तथ्यों को छुपाये जाने पर मेरी पात्रता या नियुक्ति बिना किसी बाधा के समाप्त की जा सकती है जिसके लिए सरकार का कोई दायित्व अथवा जिम्मेदारी नहीं होगी।

दिनांक

आवेदक के हस्ताक्षर
(बिना हस्ताक्षरित आवेदन पत्र रद्द किए जा सकते हैं)

FOR OFFICE USE

Acknowledgement
(to be filled up by the recipient)

Received Application form No. ____________ depot Code No. ______ from
Sh. __________________ S/o Sh. __________________ resident of

The documents mentioned at Sr. No. 18 were found attached except the following:-
1. __________________________
2. __________________________
3. __________________________

Signature of the recipient: __________________

Name: __________________________

Designation: ______________________

Date of receipt of application form _________

Office stamp: