



SCO NO. 74-75, BANK SQUARE, SECTOR 17-B, CHANDIGARH – 160 017  
TEL: 0172-2702220 FAX: 0172-2723176

## "PUBLIC APPOINTMENTS"

### NOTICE INVITING APPLICATIONS FOR APPOINTMENT

Managing Director, Punjab State Warehousing Corporation invites applications from eligible Indian Citizen for recruitment 1 District Manager, 13 Warehouse Managers, 58 Technical Assistants, 18 Godown Assistants & 50 Accounts Clerks to be posted in any of the Districts of State of Punjab as per the details given in the important instructions. The interested eligible candidates will have to apply in the prescribed format, which is available at the website <http://recruitment-cdacmohali.in>. The Duties and responsibilities of District Manager, Warehouse Manager, Technical Assistant, Godown Assistants and Accounts Clerk stands require efficient management of Procurement and Storage operations and maintenance of record in offices as assigned by PSWC. Pay scale, Qualification, Experience and Age for the above posts shall be as under:-

S. No	Name of post & pay scale	No. of posts	Qualification/exp. Etc.
1.	District Manager  15600-39100 +5400 grade pay +100 S.A. (initial start Rs. 21,000/-)  (Subject to any change in Pay scale/Grade pay and special allowance by the State Govt.)	1 (Reserve for ESM)	MBA with Ist division or M.Sc. (Agriculture) with first division from any recognized University or Institution. 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 Govt. from time to time.
1.	Warehouse Manager  10300-34800 + 4800 grade pay. (initial start Rs. 18250/-)  (Subject to any change in Pay scale/Grade pay and S.A. by the State Govt.)	<b>Total: 13</b> SC =05 (including 3 ESM* + 1 Sportsmen)  BC (ESM*) = 01  General = 07 (including 2 ESM*) <b>Total: = 13</b>	M.Sc. (Agriculture) Ist division from any recognized University or Institution. 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 Govt. from time to time.
2	Technical Assistant  10300-34800 + 4400 grade pay. (initial start Rs. 17420/-)	<b>Total: 58</b> SC =15 (including 2 ESM* + 2 Sportsmen)  BC =07	Graduate in Agriculture or Chemistry or Bio-Chemistry or Botany or Zoology. Should have passed matriculation examination with Punjabi as one of the compulsory or elective subject or any other

	(Subject to any change in Pay scale/Grade pay and special allowance by the State Govt.)	(including 1 ESM*) General =36 (Including 4 ESM* + 2 handicapped + 2 Sportsmen) <b>Total: 58</b>	equivalent examination in Punjabi language, which may be specified by the Govt. from time to time.
3	Godown Assistant 10300-34800 + 4400 grade pay. (initial start Rs. 17420/-)  (Subject to any change in Pay scale/Grade pay and special allowance by the State Govt.)	<b>Total: 18</b> SC =06 (including 2 ESM* + 1 Sportsmen) BC =03 General =09 (including 1 ESM* + 3 Sportsman) <b>Total: = 18</b>	Graduate in Agriculture or Science or Arts or Commerce. 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 Govt. from time to time.
4	Accounts Clerk 10300-34800 + 3200 grade pay. (initial start Rs. 13500/-)  (Subject to any change in Pay scale/Grade pay and special allowance by the State Govt.)	<b>Total: 50</b> SC =14 (including 3 ESM* + 1 Sportsman) BC = 06 (including 2 ESM*) General =30 (including 4 ESM* + 2 sportsmen + 1 handicapped) <b>Total: =50</b>	B.Com. from any recognized University or Institution and shall possess at least one hundred and twenty hours course with hands on experience in the use of Personal Computer or Information Technology in office Productivity applications or Desktop Publishing applications from a Govt. recognized institution or a reputed institution, which is ISO-9001, certified; or Possess a Computer Information Technology Course equivalent to 'O' Level Certificate of Deptt. of Electronic Accreditation of Computer Courses (DOEACC) of Govt. of India. The candidate shall have to qualify a test in Punjabi Typewriting either on computer or on manual typewriter, to be conducted by the appointing authority, at the speed of thirty words per minute, within a period of one year from the date of his/her appointment. 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.

**Age limit :-** Candidates should be between 18 to 38 years as on 31.10.13. Upper age limit is relaxable to the extent of 5 years for SCs/STs/BCs and up to 10 years for physically handicapped persons. An Ex-servicemen (ESM) shall be allowed to deduct the period of his service in the Armed Forces of the Union from his actual age and if the resultant age does not exceed the maximum age limit prescribed for direct appointment to such a vacancy according to Govt. instructions, by more than 3 years, he/she shall be deemed to satisfy the condition regarding age limit. Applicants in Govt. service shall be eligible upto 45 years of age. However, they will be considered for selection only if their applications through proper channel are received or "No Objection Certificate" from the department concerned is furnished at any time before the selection process.

**IMPORTANT INSTRUCTIONS: -**

Eligible applicants are invited to personally submit online applications on all days from 12.11.2013 to 26.11.2013 (up to 5.00 PM) in the prescribed online format at <http://recruitment-cdacmohali.in>

Non re-fundable Exam fee: Rs. 800 (For SC Rs. 400/- and no fee for Ex servicemen). Selection will be based on written examination. The selection procedure and how to apply can be down loaded from the website <http://recruitment-cdacmohali.in>.

**Note:-**

1. The Managing Director, Punjab State Warehousing Corporation, SCO No. 74-75, Sector 17-B, Bank Square, Chandigarh reserves the right to modify or terminate the recruitment notice/process without assigning any reason.
2. Candidates will be selected for above posts in Districts of Punjab. Total Number of posts per district are given below:-

**i)**

Sr. No.	Name of District	District-wise Requirement			
		Warehouse Manager	Technical Assistant	Godown Assistant	Accounts Clerk
1	Amritsar/Tarn Taran	0	03	0	02
2	Bathinda	01	03	02	04
3	Faridkot	01	03	0	03
4	Ferozepur/ Fazilka	04	08	01	03
5	Fatehgarh Sahib	0	04	0	02
6	Jalandhar	0	04	0	0
7	Kapurthala	0	01	0	0
8	Ludhiana	0	07	03	04
9	Mansa	03	04	0	04
10	Moga	0	04	02	04
11	Shri Mukatsar Sahib	0	03	02	04
12	Patiala	0	06	0	0
13	Sangrur/Barnala	04	08	04	08
14	CFS, Ludhiana	0	0	02	02
15	CFS, Jalandhar	0	0	01	01
16	CFS, Chheherta	0	0	01	01
17	Head Office	0	0	0	08
	<b>Total</b>	<b>13</b>	<b>58</b>	<b>18</b>	<b>50</b>

**ii) District Manager shall be posted in any District of State of Punjab.**

3. **Allocation of Districts:-** The candidates shall be appointed District-wise and their cadre shall also be District-wise. Each candidate shall give preference for three districts of their choice and allotment of districts shall be based on merit and preferences opted for each category.
4. The number of vacancies may vary.
5. The merit list prepared will be valid for one year from the date of declaration of result.
6. No traveling allowance would be admissible for appearing in the test.
7. Mere issue of admit card will not entitle a candidate to be eligible for appointment.

8. Candidates selected in the written examination shall:
  - (a) Produce their original certificates/testimonials in person as and when required by the Punjab State Warehousing Corporation, Chandigarh. The Sports persons seeking reservation under sports quota shall submit Sports Gradation Certificate issued by Director Sports, Punjab, as per latest instructions and the SC/ST/Category certificate shall be in accordance with the instructions of the department of Welfare, Punjab and the Certificate for the Ex-Servicemen shall be in accordance with instruction of the Concerned Department. Candidates already in service to submit 'No Objection Certificate' from their Departments;
  - (b) Submit a Certificate of Character from Principal Academic Officer of the University, College, School or institution last attended if any and similar certificates from two persons not being his relatives, who are well acquainted within his private life and are unconnected with his University, College, School or institution;
  - (c) Submit a self attested undertaking to the effect that he was never convicted for any criminal offence involving moral turpitude & that he was never dismissed or removed from service or any State Government, Government of India or any State Institution;
9.
  - (a) It is clarified that if any information, certificate document is found false at any stage, the candidate shall be disqualified and prosecuted.
  - (b) Any candidate found using unfair means shall be disqualified and not allowed to take any further examination and decision of Managing Director, PSWC in this regard shall be final.
  - (c) In case of impersonation, the candidate shall be criminally prosecuted.
10. The information imparted by the applicants will be treated as self attested and PSWC can call for original testimonials for scrutiny at any stage even before the examination.
11. Candidates should clearly mention his category against which he/she is applying, if the category filled by him/her is found incorrect he/she shall be treated as ineligible and no excuse shall be entertained.
12. The appointment of a candidate will be only for the category for which he/she has applied for and no change in this regard shall be allowed.
13. Incomplete application form in any respect shall be rejected and application fee shall be forfeited.
14. Scrutiny of documents will be done at appropriate time.
15. The applicants to check the update on website <http://recruitment-cdacmohali.in> on regular basis for all information and instructions issued by PSWC from time to time.

Managing Director,  
Punjab State Warehousing Corporation,  
Chandigarh.