

From

The Director General,
 Supplies & Disposals, Haryana, Panchkula

To

✓ All the Heads of Departments to Govt. Haryana
 All the MDs/CEOs/Heads of Boards/Corporations/Govt. Agencies etc.

Memo No.DS&D/Admin/Deputation/2021 **10411-493**
 Dated, Panchkula the: **2.12.21**

Subject:- Filling up various posts of Additional Director (Group-A), Joint Director (Group-A), Assistant Director (Engg.) (Group-B) and Assistant Director (Textile) (Group-B), Senior Scale stenographer, Assistant, Junior scale stenographer, Steno - Typist, Clerk, Drivers, Gestoner Operator, Restorer (Group-C), Peon, Chowkidar and Sweeper (Group-D) in the Directorate of Supplies & Disposals, Haryana, Panchkula on Deputation basis.

Kindly refer to the subject cited above

2. In this regard, it is intimated that the following posts are proposed to be filled up in the Directorate of Supplies & Disposals, Haryana, Panchkula on Deputation basis from amongst Govt. Officers already in the service of State Government or Government of India:-


Sr. No.	Name of the Post to be filled up	Nos. of Post to be filled up	Pay Scale of the post	Academic Qualification and Experience as provided in the Statutory Service Rules for eligibility to apply for the said post
#	1	2	3	4
1	Additional Director	02	F.P.L., 14 Cell-1 Rs.1,18,500/-	By transfer or deputation,- (i) Five years experience as Joint Director/ Superintending Engineer; (ii) 1 st Class Bachelor's Degree in Mechanical Engineering / Production Engineering/ Textile Technology / Textile Chemistry Engineering / Electrical Engineering / Electronics and Communication Engineering from a recognized university or institution; and (iii) Hindi or Sanskrit as one of the subject in Matric or Higher Education.
2	Joint Director	02	F.P.L., 13 Cell-1 Rs.88,400/-	By transfer or deputation,- (i) Five years experience as Deputy Director/ Executive Engineer; (ii) 1 st Class Bachelor's Degree in Mechanical Engineering / Production Engineering/ Textile Technology/ Textile Chemistry Engineering/Electrical Engineering / Electronic and Communication Engineering from a recognized university or institution; and (iii) Hindi or Sanskrit as one of the subject in Matric or Higher Education.
3.	Deputy Director	01	F.P.L., 12 Cell-1 Rs.88,400/-	By transfer or deputation,- (i) Eight years experience as Assistant Director/ Sub Divisional engineer/ Assistant Executive Engineer/ Assistant engineer;

				(ii) 1 st Class Bachelor's Degree in Mechanical Engineering / Production Engineering/ Textile Technology/ Textile Chemistry Engineering/Electrical Engineering / Electronic and Communication Engineering from a recognized university or institution; and (iii) Hindi or Sanskrit as one of the subject in Matric or Higher Education.
4	Assistant Director (Engineering)	01	F.P.L. 09, Cell 1, ₹ 53,100/-	By transfer or deputation,- (i) 1 st Class Bachelor's Degree in Mechanical Engineering / Production Engineering; (ii) Knowledge of Hindi upto Matric standard; (iii) Two years experience in testing, inspection and purchase of engineering stores in Govt. approved Laboratory or reputed factory.
5	Assistant Director (Textile)	01	F.P.L. 09, Cell 1, ₹ 53,100/-	By transfer or deputation,- (i) 1 st Class Diploma* in Textile Technology/Textile Chemistry; (ii) Knowledge of Hindi upto Matric standard; (iii) Experience in testing, inspection and purchase of stores in Govt. approved Laboratory or reputed factory for two years in case of degree holder and five years in case of Diploma holder.
6	Senior Scale stenographer	01	F.P.L. 06, Cell 1, ₹ 35,400/-	By transfer or deputation,- (i) Two years experience as Senior Scale Stenographer in Government Department or Government Agency; and (ii) Hindi or Sanskrit as one of the subject in Matric.
7	Assistant	04	F.P.L. 06, Cell 1, ₹ 35,400/-	By transfer or deputation,- (i) Two years experience as Assistant in Government Department or Government Agency; (ii) Hindi or Sanskrit as one of the subject in Matric.
8	Junior scale stenographer	01	F.P.L. 04, Cell 1, ₹ 25,500/-	By transfer or deputation,- (i) Two years experience as Senior Scale Stenographer in Government Department or Government Agency; and (ii) Hindi or Sanskrit as one of the subject in Matric.
9	Steno - Typist	03	F.P.L. 02, Cell 1, ₹ 19,900/-	By transfer or deputation,- (i) Two years experience as Steno -Typist in Government Department or Government Agency; and (ii) Hindi or Sanskrit as one of the subject in Matric.
10	Clerk	01	F.P.L. 02, Cell 1, ₹ 19,900/-	By transfer or deputation,- (i) Two years experience as Clerk in Government Department or Government Agency; and (ii) Hindi or Sanskrit as one of the subject in Matric.
11	Drivers	03	F.P.L. 04, Cell 1, ₹ 25,500/-	By transfer or deputation;- (i) Matric; (ii) Should have a valid driving licence of light vehicle atleast three years old; (iii) Three years experience as Light Vehicle Driver; (iv) Should not be colour blind; (v) Hindi/ Sanskrit upto Matric Standard or higher education. (vi) if not already working on the post of driver then his age should not be more than fifty years.
12	Gestoner Operator	01	F.P.L. 02, Cell 1, ₹ 19,900/-	By transfer or deputation;- (i) Five years experience as Gestoner Operator in Government Department or Government Agency; (ii) Hindi or Sanskrit as one of the subject in Matric.
13	Restorer	01	F.P.L. 02, Cell 1, ₹ 19,900/-	By transfer or deputation;- (i) Two years experience as Restorer in Government Department or Government Agency;

14	Peon	05	DL**16,900/-	(ii) Hindi or Sanskrit as one of the subject in Matric. By transfer or deputation (i) Middle pass (ii) Hindi or Sanskrit
15.	Chowkidar	01	DL**16,900/-	By transfer or deputation (i) Middle pass (ii) Hindi or Sanskrit
16	Sweeper	01	DL**16,900/-	By transfer or deputation (i) Middle pass (ii) Hindi or Sanskrit.

3. You are therefore, requested to send the names of willing and eligible Officers/Officials along with their Bio-data and summaries of ACRs for the last 10 years (attested copy) within 15 days from the date of issue of this memo i.e. up to 21.12.2021 (up to 05:00PM). You are also requested to certify that the names of recommended Officers/Officials are not under any kind of disciplinary proceedings under Rule-7 or 8 of Haryana Civil Services (Punishment & Appeal) Rules, 2016 and also free from any type of vigilance inquiry. The interested candidate may send an advance copy of their application along with all documents however, their application will only be considered on the receipt of their application through proper channel within the stipulated period i.e. up to 21.12.2021(up to 05:00PM). It is further informed that any application which does not fulfil the Academic Qualification and Experience as provided in Column-4 of Para-2 above for the relevant post will not considered and rejected out rightly.


4. The application/documents may be sent to "The Director General, Supplies & Disposals Department, Haryana, S.C.O. No. 09, Ist & IInd Floor, Sector-16, Panchkula-134109" and can also be e-mailed at "supplies@hry.nic.in".


Superintendent ,
For Director General, Supplies & Disposals,
Haryana, Panchkula.

Endst No. DS&D/Admin/Deputation/2021

Dated

A copy of the above is forwarded to PA to DGS&D for the information of Director General, Supplies & Disposals, Haryana.


Superintendent,
For Director General, Supplies & Disposals,
Haryana, Panchkula.