

**PUNJAB STATE TRANSPORT SOCIETY
(OFFICE OF STATE TRANSPORT COMMISSIONER,PUNJAB,
JEEWANDEEP BUILDING, SECTOR-17,CHANDIGARH.)**

PUBLIC NOTICE

**RECRUITMENT OF POSTS IN THE PUNJAB STATE TRANSPORT
SOCIETY ON CONTRACTUAL BASIS.**

Online applications are invited for the Written test to be conducted for filling up the following posts in the Punjab State Transport Society,Chandigarh, on contractual basis for initial period of one year that can be extended. The detail of no. of posts, requisite qualification and fixed salary has been mentioned against the category of posts.

Eligible applicants may personally submit online application starting from 15 September 2011 to 29 September 2011 upto 5.00 P.M. in the prescribed online format available at <http://recruitment.cdacmohali.in>.

Sr No.	Name of the post	No. of posts	(1) Minimum qualifications for the post and Age limit.	Salary per month.	Remarks
1.	Assistant Manager, Finance	1	C.A. (Inter) with experience of 10 years. Age: 21 to 40 years.	30,000/-	-
2.	Accountant	2	B.Com. Ist.Div. or M.Com. with experience in accounts of 5 years. Age: 21 to 30 years.	9000/-	-

3..	Data entry Operators / assistants (for Head office at Chandigarh.	5	B.C. A. -1st Div with experience of 2 years. Age: 21 to 30 years.	6500/-	-
4..	Project Coordinator (for the following Stations: Chandigarh: 1 Ludhiana: 1 Amritsar: 1 Bathinda: 1	4	M.B.A. 1st Div with experience of 5 years. Age: 21 to 30 years.	30,000/-	Post are district specific. Candidate will be from the same district. Post will be non-transferable. For Chandigarh candidate may be from Chandigarh, Mohali or Fatehgarh Sahib.
5..	Data entry operators (one for each district	20	B. C.A. -1st Div with experience of 2 years. Age: 21 to 30 years.	6500/-	Post are district specific. Candidate will be from the same district. Post will be non-transferable.

Terms and conditions:

- Educational qualification must be from a recognized University/Institution/Board as per details mentioned against the category of post.
- The reservation will be as per applicable Punjab Govt. policy guidelines.
- No TA, DA will be paid for the journeys performed for the written test/counseling.

How to apply online

1. Fill the online application form available on the website <http://recruitment.cdacmohali.in> by clicking at the link Recruitment of posts in the Punjab State Transport Society.
2. The application can be filled online only till 29 September 2011 upto 5.00 P.M.
3. If by mistake the candidate has filed in wrong information, he/she can correct the information from 15 September 2011 to 29 September 2011 upto 5.00 P.M. by entering his/her registration number and password. After 29 September 2011 no editing will be done and thereafter information will be locked and no change will be acceptable/allowed.
4. Candidate has to apply through online only.
5. Fill up the form available on the site <http://recruitment.cdacmohali.in> On successful submission of form candidates are required to take the print out which will have registration no printed on it and print out of the form is to be retained by the candidate for any further enquiry.
6. Every successful registration will be allotted the Registration no. Printed on the acknowledgement slip containing the detail of amount to be deposited by the candidate in the **CDAC Mohali Application Fee Account, Current Account No. 911020028486199 (Axis Bank)** mentioning registration number and name in the bank narration.

7. Thereafter the candidate shall have to report to the designated banker (Axis Bank) alongwith the downloaded Acknowledgement Slip cum Fee Chalan for depositing the fee.
8. In case the candidate fails to deposit the fee, his/her application shall stand automatically cancelled/rejected and shall not be considered for further processing.
9. For any problem, help can be taken from the help line no 0172-6619054-55 available during working hours.
10. Candidates are advised to visit <http://recruitment.cdacmohali.in> website regularly.
11. In case Candidate unavailable to get PRINT OUT of submitted form Click on get print out again.
12. The last date for deposit of application fee is 1 October 2011.
13. The list of candidates whose fee is confirmed will be available on <http://recruitment.cdacmohali.in> for candidates' reference from 7 October 2011.
14. The candidate can download their ADMIT CARDS by visiting the website <http://recruitment.cdacmohali.in> again entering his/her registration number and password (Candidates are advised not to disclose the password to any one for data security). In case any candidate is unable to get the admit card, he/she must contact C-DAC Mohali personally or on helpline number one day ;before the said examination up to 5.00 P.M., failing which department will not be held responsible.
15. Candidates are advised to visit the website <http://recruitment.cdacmohali.in> regularly for more updates and important information.
16. Candidate will be responsible for any mistakes made by him/her in the on line application form, Department shall not be responsible or liable in any way.

17. The merit list will be prepared on the basis of the written test BY GIVING WEIGHTAGE TO THE CANDIDATE HAVING HIGHER QUALIFICATIONS and will be available on website <http://recruitment.cdacmohali.in>
18. The venue date and time of counseling will be available on the website <http://recruitment.cdacmohali.in> Candidates will not be informed individually about the result and counseling schedule.

Instructions:

1. The candidate has to apply only online <http://recruitment.cdacmohali.in> No other mode of applying will be entertained.
2. The written examination will be conducted out of those candidates only who will fulfill the prescribed eligibility criteria and will submit prescribed fee.
3. The recruitment will be made on the merit of the WRITTEN TEST BY GIVING WEIGHTAGE TO THE CANDIDATE HAVING HIGHER QUALIFICATIONS.
4. The candidate should reach the examination centre the hour before the start of the examination. At the examination centre, the candidate has to produce his/her admit card pasted with passport size photograph and duly attested by self along with identity proof, which may be anyone out of the Driving license, Voter ID Card, Passport, PAN Card.
5. The candidate must satisfy himself/herself, that he/she fulfils all the eligibility conditions for the post he/she has applied, appearing in the examination and qualifying the test does not entitle him/her for appointment to the post. The selection will be subject to his/her being found eligible for the post. Verification of original documents would be done at the time of counseling. The purpose would be to verify different records regarding identification, age, qualifying examination, state of eligibility, category etc, of the candidate. On failing to establish of any of the

documents at the time of counseling the candidate will not be considered for recruitment.

6. The Question paper will be of objective type (100 marks) having 100 questions with multiple choices on OMR sheet with one correct answer of each question of appropriate standards. The duration of the paper will be of 90 minutes. There will be NO NEGATIVE MARKING. Each right answer will carry one mark.
7. No candidate will be allowed to appear in the examination without admit card and identity proof in original.
8. Candidates should bring with them BLUE or BLACK Ball pens only. Books, written notes, calculator, mobile phones and other electronic devices etc. will not be permitted to be carried in the examination hall.
9. Candidates are advised to visit the web-site <http://recruitment.cdacmohali.in> regularly.

Member Secretary,
Punjab State Transport Society-cum-
State Transport Commissioner, Punjab,
Chandigarh.