



Lala Lajpat Rai University of Veterinary and Animal Sciences

लाला लाजपतराय पशु चिकित्सा एवं पशु विज्ञान विश्वविद्यालय
(Established by Haryana Legislature Act No. 7 of 2010)

Advertisement No. 1/2023

The applicants are advised to read the instructions/conditions carefully before applying and ensure that they fulfil the requisite qualifications and other conditions. The candidature of the candidates will be rejected if they are found ineligible at a later stage even after appointment also.

- 1. Online** applications are invited for direct recruitment for various Non Teaching posts mentioned under para-2 from the eligible candidates from **15.12.2023 to 05.01.2024** for filling up in Lala Lajpat Rai University of Veterinary & Animal Sciences, Hisar. The details regarding number of posts along with essential qualifications, benefit of reservation, application processing fee, terms / conditions , selection criteria and syllabi (for written examinations) etc. are available and can be downloaded from the University website www.luvas.edu.in. In-service candidates are requested to download the application form from the university website after successfully submission of application form. They are required to apply through proper channel the downloaded application form along with relevant document and **duly filled checklist** through their current employer.

Sr. No.	Events	Date
1	Date of Publication in Newspaper	Before 15.12.2023
2	Opening date for online application	15.12.2023 (From 09:00 AM)
3	Last date for online application	05.01.2024 (12:00 Midnight)

2. Details of Posts and Pay Scale

Group C Posts			
Sr. No	Name and Number of Post	Category of Posts	Pay Scale
1	Lab Technician (01)	GENERAL - 01	Rs.35400-112400 (FPL-6)
2	VLDA (04)	GENERAL - 01 BCA - 01 SC - 01 GENERAL ESM - 01	Rs.35400-112400 (FPL-6)
3	Tractor Driver (01)	GENERAL - 01	Rs.25500-81100+200SP (FPL-4)
4	Clerk (27)	GENERAL - 09 BCA - 04 BCB - 03 EWS - 03 GENERAL ESM - 02 PWD - 01 SC - 05	Rs.19900-63200+40SP (FPL -2)
5	Computer Operator (01)	GENERAL - 01	Rs.19900-63200 (FPL-2)
6	Steno Typist (07)	GENERAL - 01 PWD - 01 BCA - 01 EWS - 01 GENERAL ESM -01 SC - 02	Rs.19900-63200+100SP (FPL -2)
7	Lab Attendant (02)	GENERAL - 01 EWS - 01	Rs.19900-63200 (FPL-2)
8	Dairy Manufacturing Assistant (01)	GENERAL - 01	Rs.19900-63200 (FPL-2)

Group D Posts

Sr. No	Name and Number of Post	Category of post (s)	Pay Scale
9	Animal Attendant (29)	GENERAL - 08 BCA - 04 BCB - 01 SC - 05 PWD - 02 EWS - 03 GENERAL ESM - 02 SC ESM - 01 BCB ESM - 01 BCA ESM - 01 GENERAL ESP - 01	Rs.16900-53500+30SP (DL)
10	Attendant (03)	GENERAL - 01 BCA - 01 GENERAL ESM - 01	Rs.16900-53500+30SP (DL)
11	Beldar (02)	GENERAL - 01 BCB - 01	Rs.16900-53500+30SP (DL)
12	Helper (01)	GENERAL - 01	Rs.16900-53500+30SP (DL)
13	Messenger (06)	GENERAL - 02 EWS - 01 SC - 01 BCB ESM - 01 PWD - 01	Rs.16900-53500+30SP (DL)
14	Sweeper (01)	GENERAL - 01	Rs.16900-53500+30SP+625 SA (DL)
15	Vehicle Attendant (04)	GENERAL - 02 PWD - 01 EWS - 01	Rs.16900-53500+30SP (DL)

3. Essential Qualification

1.	Lab Technician i) 10+2 with Science from a recognized Board. ii) Two years Diploma in Veterinary Laboratory Technology (DVLТ) from recognized University/Institute. iii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education.
2.	Veterinary Livestock Development Assistant (VLDA) i) 10+2 from recognized Board. ii) Two years diploma of Veterinary and Livestock Development Diploma (VLDD) with minimum 60 % marks (55% marks for SC and PWD category candidates) from a recognized college/institution/university. iii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education.
3.	Tractor Driver i) Matriculation from a recognized Board. ii) Should have valid tractor driving license at least three years old. iii) Shall qualify the Driving test to be conducted by LUVAS. iv) Should not be colour blind v) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education.
4.	Clerk i) Graduation or equivalent with 50% marks (45% marks for SC and PWD) from a recognized Institution/ University. ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. iii) Hindi or English typing at a speed of 30WPM in each on computer with commonly used word processing software. Note: -Ex-servicemen who are matriculate (including Ex-Servicemen who have obtained Indian Army Special Certificate of Education or the corresponding certificate in the Navy or the Air Force) and have put in not less than 15 years' service in the Armed Forces of the Union are also eligible to apply and will be considered for posts reserved for Ex-servicemen.
5.	Computer Operator i) Graduation in Computer Science/BCA/B.Tech. (Computer)/B.Tech (IT) with 50% marks (45% marks for SC and PWD) from a recognized Institution/University. ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. iii) Hindi or English typing at a speed of 30 WPM in each on computer with commonly used word processing software.

6.	Steno Typist i) Graduation or equivalent from a recognized Institution /University ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education. iii) English shorthand at a speed of 80 words per minute and transcriptions at a speed of 15 words per minute and mistakes should not exceed 8%
7.	Lab Attendant i) 10+2 with Science from recognized Board. ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education.
8.	Dairy Manufacturing Assistant i) 10+2 from a recognized Board ii) Two years Diploma in Dairy Technology with minimum 60% marks (55% marks for SC and PWD category candidates) from a recognized institute /University. OR B. Tech. in Dairy Technology with minimum 60% marks (55% marks for SC and PWD category candidates) from a recognized Institute /University. iii) Hindi/ Sanskrit as one of the subject in Matriculation or Higher Education.
9.	Animal Attendant i) Matriculation from a recognized Board. ii) Certificate of training on Animal Handling/Animal Husbandry from recognized Government Institution/University. iii) Hindi/Sanskrit as one subject in Matriculation or Higher Education.
10.	Attendant i) Matriculation from a recognized Board. ii) Hindi/Sanskrit as one subject in Matriculation or Higher Education.
11.	Beldar i) Matriculation from a recognized Board. ii) Hindi/Sanskrit as one subject in Matriculation or Higher Education.
12.	Helper i) Matriculation from recognized Board ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education.
13.	Messenger i) Matriculation with 50 % marks (45% marks for SC and PWD) from a recognised Board. ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education.

14.	Sweeper i) Middle passed with Hindi. ii) Physically fit in all respect.
15.	Vehicle Attendant i) Matriculation from recognized Board ii) Hindi/Sanskrit as one of the subject in Matriculation or Higher Education.

4. **Relaxation in Age:**

- i) Minimum age limit shall be 18 years and maximum age shall be 42 years in respect of all posts in addition to the age relaxation prescribed herein for various categories. However, the maximum age limit shall not exceed 52 for the applicants who are entitled to get the benefit of relaxation in age of one or more categories under various circumstances mentioned below:-

Sr. No.	Categories under which relaxation is admissible	No. of Years of relaxation
1	Scheduled Castes/Schedules Tribes	5 Years relaxation in age
2	Backward Classes	5 Years relaxation in age
3	Disabled persons who covered under the Rights of Persons with Disabilities Act, 2016	i). 10 years' relaxation in age (+5 years if PwD applicant belongs to Scheduled Caste, Scheduled Tribe, Backward Classes, EWS Category) subject to maximum 52 years for Group C and D Posts. Note : Relaxation in age limit shall be applicable irrespective of the fact whether the post is reserved for PwD or not, provided the post is identified suitable for persons with disabilities.
4	Wives of military personnel who are disabled while in military service	5 Years
5	Widowed or legally divorced women provided she has not remarried	5 Years
6	Judicially separated women residing separately for more than two years from the date as prescribed for the purpose of age for candidature.	5 Years
7	Unmarried women	5 Years
8	Ex- Serviceman Including Short Service Commissioned Officers and Emergency Commissioned Officers.	Relaxation in age to the extent of his/her military service added by three years provided- i) he/she has rendered continuous military service for a period of not less than six months before his release; and ii) he/she was released otherwise than by way of dismissal or discharge on account of misconduct or inefficiency.
9	Persons who have already worked or presently working on adhoc/contract/work-charged/daily wages basis in any Department/Board/Corporation of Haryana Government including Government-aided Institutions under Haryana Government	Relaxation in age equal to the number of completed years only on equivalent post on adhoc/contract/work-charged/daily wages basis excluding the period of break, if any, subject to maximum age of 52 years and also subject to the condition that if once a person has been appointed on regular basis in any Department/Board/Corporation etc. of Haryana Government with the benefit of relaxation in age he will not be entitled to avail the same again for any subsequent appointment.

Note 1 : For appointment of an ex-serviceman to any posts mentioned above, his/her age will be calculated keeping in view the actual age minus (actual period of military service plus upto three years of break, if any, between military service and civil service). If the resultant age does not exceed the maximum age limit, including the number of years of any other relaxation in age admissible to him, prescribed for the post for which he is seeking appointment he shall be deemed to satisfy the condition regarding age limit.

Note 2 : The upper age limit of an applicant of any category (except Ex-Serviceman) shall not exceed 52 years who is entitled to avail the benefit of relaxation in age of one or more of the categories mentioned above.

Note 3 : The experience certificate(s) of equivalent post issued by the Appointing authority of respective Department/Board/Corporation/Government-aided Institutions only shall be valid.

5. Application Processing Fees in Rupees for online application.

Sr. No.	Name of Post (s)	General		SC/BC/EWS Candidates of Haryana State	
		Male/Female	Female (Haryana State Only)	Male	Female
1	Group C Posts	1000/-	500/-	250/-	125/-
2	Group D Posts	600/-	300/-	150/-	75/-

- (i) The dependent of ESM and DFF are required to pay the fee as of their original category i.e. General/BCA/BCB/ as the case may be.
- (ii) Application processing fee will be payable through online mode only. Application processing fee received in the form of cheque/demand draft will not be considered. In addition to the application processing fee, candidates of all categories who apply online will also have to bear the bank charges, if any,
- (iii) Person with disability and Ex-Servicemen of Haryana State will be exempted from application fee.

6. Selection Criteria & Syllabus for Written Examination for Group C and D Posts.

- (i) The scheme of marks in respect of selection to the posts shall comprise of total 100 marks as per detail given below.

Sr. No.	Examination	Maximum Marks
1	Written Examination	95
2	Socio-Economic Criteria and Experience	05
3	Skill Test where applicable	Qualifying Nature Only

The written examination of 95 marks shall be divided into two parts comprising:-

- (a) 75% weightage for General Awareness, Reasoning, quantitative ability, English, Hindi, and relevant or concerned subject(s), as applicable: and for Group C posts, computer knowledge in addition;
- (b) 25% weightage for History, Current Affairs, Literature, Geography, Environment, Culture etc. of Haryana

Maximum five marks will be admissible under Socio-Economic Criteria to eligible candidates under the following circumstances:-

1. An applicant will be entitled to 5 marks provided that— **(5 Marks)**
- (i) neither he himself/she herself nor any person from amongst the applicant's family is/was or has been a regular employee in any Department/ Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority of Haryana Government or any other State Government or Government of India; and
- (ii) gross annual income of the family from all sources i.e., salary, agriculture, business, profession etc. for the financial year prior to the year of application should be less than one lakh eighty thousand rupees only.

Note.— Regarding (i) and (ii), it shall be confirmed from the data of Parivar Pehchan Patra and/or HRMS or certificate issued by competent authority on specified proforma.

Explanation.— The term 'regular employee' does not include a person who is working on contractual basis, daily wages or as a Guest Teacher, Anganwari Workers, etc.

2. The definition of Family for the purpose of Socio-Economic Criteria—
- (i) male applicant means the applicant himself, his father, mother, wife, unmarried brother(s) and son(s);
- (ii) female unmarried applicant means the applicant herself, her father, mother and unmarried brother(s);
- (iii) female married applicant means the applicant herself, her husband, father-in-law, mother-in-law, unmarried brother-in-law and son(s);
- (iv) divorced female applicant means the applicant herself, her father, mother, unmarried brother(s) and son(s);

3. If the applicant is,—

(5 Marks)

- (i) a widow; or
- (ii) the first or the second child and his father had died before attaining the age of forty-two years: or
- (iii) the first or the second child and his father had died before the applicant had attained the age of fifteen years;

shall be entitled to 5 marks subject to entries in Parivar Pehchan Patra or certificate issued by the competent authority in the specified proforma.

4. If the applicant belongs to such a denotified tribe (Vimukt Jatis and Tapriwas Jatis) or Nomadic tribe of the State which is neither a Scheduled Caste nor a Backward Class shall be entitled to 5 marks. (5 Marks)

5. The applicant shall be awarded half marks for each year or part thereof exceeding six months of experience, on the same or a higher post in any Department/Board/ Corporation/ Company/ Statutory Body/ Commission/ Authority/Co-operative Banks etc. under Haryana Government. No marks of experience shall be awarded for any period less than six months or for a period exceeding eight years.

(4 Marks)

Note.— No condition of gross family income and employment of any family member in service shall be applicable for the purpose of awarding marks of experience.

6. Other Conditions:

- (i) No applicant shall be given more than a total of 5 marks under socio-economic criteria under any circumstances. Thereby, if an applicant is eligible for more than 5 marks in terms of provision in para (1) to (5) above, the socio-economic criteria marks shall be maximum 5.
- (ii) The marks by University or any other recruiting agency/body under Haryana Government shall be given only once in a lifetime for appointment on regular basis to a post of Group C or D.
- (iii) If a person himself/herself or his/her family member is once selected/appointed with or without getting the benefit of marks, no other family member shall be considered for marks for selection/appointment to the same or any other post for which application has been submitted by any member of the family, as defined in para 2 above.

Explanation.— The term 'once selected/appointed' does not include the person whose services are terminated due to revision of selection list declared in compliance of the directions of Hon 'ble High Court or any other competent authority, in such case that selection/ appointment shall be ignored for this purpose.

- (iv) If at a time two or more family members become eligible for merit list of university of the Group C and/or Group D posts and are eligible to be considered for the Socio-economic Criteria marks in such case the elder/eldest amongst the two or more eligible family members respectively will be considered for the purpose of socio-economic criteria marks. However, the marks of experience shall be admissible to more than one family member, if any, based on para (5) above.
- (v) If a person resigns from government service while working on regular basis in any Department/ Board/Corporation under Haryana Government, any State Government or Government of India on whatsoever reason, he or any other family member shall not be eligible to claim the socio-economic criteria marks again.

Important Note:- For claiming marks under Socio-Economic Criteria in terms of provision in para (1) to (5), the candidate must submit certificate issued by competent authority on specified proforma which are enclosed with the advertisement.

Skill Test :

The skill test like typing test, shorthand test and driving test etc. wherever applicable will be conducted by the university as per prescribed procedure and this will be of qualifying nature only.

Note 1: Marks for experience will be awarded only if the experience certificate has been issued by the competent authority on the prescribed proforma. The Experience Certificate of the persons employed through outsourcing under HKRNL should be issued by the competent issuing authority.

Note 2: Proforma/Formats for certificates and Self Declaration are available as with this advertisement.

Note 3 : **The benefit of socio economic criteria will be granted only as per details given in the application form and relevant documents attached with the application form for claiming the marks under socio economic criteria. No request of change /addition of any document for claiming mark under Socio Economic Criteria will be considered under any circumstances after submission of online application form.**

7. Reservation

- (i) Reservation for persons will be as per Haryana Government Instructions contained in letter No. 22/10/2013-1GS-III, dated 15.07.2014 and Govt. Instructions issued from time to time. The candidates belonging to other than Haryana State will be treated as General for reservation.
- (ii) The benefit of reservation will be given only to those SC/BCA/BCB/EWS/PwD /ESM/ESM/Eligible Sports Person and DFF candidates who are bonafide resident of Haryana State and submit the application against reserved category posts and upload documents in support thereof duly issued by competent authority. Likewise the Eligible Sports person shall be required to produce the sports gradation certificate issued by the competent authority as per state Government instructions. DESM shall be required to produce the fresh eligibility certificate duly issued by the respective Zila Sainik Board with the online application form. Only those reserved candidates will be considered against General category posts who have not taken relaxation in age, percentage relaxation in essential qualifying marks under Educational Qualification or any other benefit except application fee waiver.
- (iii) Benefit of reservation to Ex-Serviceman & their family members will be as per Government Instructions bearing No. 12/15/2019-4GS-II dated 09.03.2022 and 13.04.2022 or as amended from time to time upto the date of advertisement.
- (A) An ex-serviceman who himself/herself or his/her family member has already secured employment in civil service on regular basis in any Department/Board/Corporation/University etc. under the State Government with availing the benefit of reservation.
- (i) he/she himself/herself shall not be entitled to avail the benefit of reservation in civil service for any subsequent appointment in any Department/Board/Corporation/University etc. under the State Government. However, the benefit of age relaxation for securing another employment in a higher pay scale or post shall remain continue and
- (ii) his/her family member shall also not be entitled to avail the benefit of reservation against the posts reserved for ex-servicemen.
- (B) (i) An ex-serviceman who himself/herself has already secured employment in civil service on regular basis in any Department/Board/Corporation/University etc. under the State Government without availing the benefit of reservation in such case he/she himself/herself or one of his/her family members (son, daughter or spouse) will be entitled to avail the benefit of reservation:
- (ii) where an ex-serviceman who himself/herself is eligible to avail the benefit of reservation under these instructions but he/she does not want re-employment in civil service in such case one of his/her family members (son, daughter or spouse) will be entitled to avail the benefit of reservation.

(C) If an ex-serviceman applies for various vacancies before joining any civil employment, he/she can avail the benefit of reservation as ex-serviceman for any one of the subsequent employments. However, to avail of this benefit, an ex-serviceman as soon as he/she joins any civil employment should give self-declaration/undertaking to the concerned employer about the date-wise details of applications for various vacancies for which he/she had applied for before joining the initial civil employment. Further, this benefit would be admissible only in respect of vacancies which are filled by direct recruitment and wherever reservation is applicable to the ex-servicemen. This condition will also be applicable to the dependents of Ex-Serviceman.

- (iv) EWS certificate on prescribed proforma should be valid for the year in which the candidates have applied for the posts as per govt. instructions issued vide no. 22/12/2019-1GS-III, dated 25.02.2019. The EWS certificate should be issued after 31.03.2023 and valid for the year 2023-2024. EWS certificate issued for jobs in Central Govt. will not be considered irrespective of income mentioned in certificate.
- (v) ESM candidates shall upload/produce attested photo copy of Identity Card issued by concerned Zila Sainik Board or Discharge certificate/Book. Disabled ESM shall upload and produce disability certificate and family member of Martyr shall upload and produce relevant certificate/Battle Casualty certificate which proves the Martyr status issued by competent authority.
- (vi) The candidates belonging to BC-A/BC-B categories are directed to obtain the fresh/latest BC-A or BC-B certificate. **OBC certificate issued for jobs in Central Govt. will not be considered irrespective of income mentioned in certificate.**
- (vii) If quota reserved for Ex-servicemen or Backward Classes remains unfilled to that extent due to non-availability of suitable Ex-servicemen or their dependents or non-availability of suitable candidates from Backward Classes then overall reservation either from the unfilled vacancies of Ex-serviceman or from the Backward Classes for Freedom fighter/their Children/Grand Children will remain limited 2% only. This benefit will be available to all Grand Children i.e. sons and daughters of sons and daughters (paternal as well as maternal) of the Freedom fighter (Chief Secretary Instruction No. 22/10/2013-1GSIII, dated 15.07.2014) amended from time to time.
- (viii) The dependents of ESM will include wife/widow, dependent sons/daughters and who fulfil all conditions of qualifications; age etc. prescribed for posts & will be considered on merit for the posts reserved for ESM to the extent of non-availability of suitable ESM candidates.
- (ix) **DESM candidates of Haryana claiming benefit must have valid fresh eligibility certificate on last date of submission of online application form and will have to produce the valid fresh Eligibility Certificate from the concerned Zila Sainik Board. Mere dependent certificate will not be entertained. ESM candidates should also produce attested photo copy of Identity Card issued by concerned Zila Sainik Board & Discharge Book whenever required.**

- (x) Benefit of reservation to the children/grandchildren of Freedom Fighters will be as per Government Instruction No. 22/49/2021-1GS-III dated 27.10.21 and 26.04.2022. Children/Grand Children of Freedom Fighter shall be required to upload the Certificate duly issued by the respective competent authority.

- (xi) The Eligibility of Eligible Sports Persons (ESP) will be determined according to Govt. Notification No. 4/40/2017-4SYA dated 25.05.2018 and notification dated 15.11.2018, if any.

8. General Instructions/Conditions for online applications.

- (i) Candidates applying for a post must ensure that they fulfil all the eligibility conditions on the last date of application. Apply online well in advance without waiting for last date of submission of online application form. Before submission of the online application, candidates must check that they have filled correct details in each field of the form. After closing date of registration, no change/correction/modification will be allowed under any circumstances. Requests received in this regard in any form like Post, Fax, Email, by hand etc. shall not be entertained and shall be deemed to be rejected. The applicant must possess prescribed qualifications on the last date of online applications. If a candidate is found ineligible at a later stage, his candidature will be rejected. Mere fulfilment of prescribed essential qualifications will not entitle a candidate to be called for final selection.
- (ii) Please read the instructions and procedures carefully before you start filling the online application form and check all the particulars filled up in application form after getting the printout to ensure the correctness of information and upload all documents before finally submitting the application.
- (iii) The candidate should fill all details while filling the Online Application Form. After applying online, Registration No. and Password will be generated. Take print out of the registration no. and password for future reference of your application status and for Reprinting of your online filled application form. Keep record of the same. The protection of password is the sole responsibility of the candidate and no request shall be entertained after closing date if someone tempers with application details by using id and password of the candidate.
- (iv) The hard copy of application form along with all uploaded documents must be brought at the time of document verification. Documents which have not been uploaded, will not be entertained.
- (v) The University does not scrutinize the documents at the time of submission of online application and the same are checked only at the time of Scrutiny/verification of documents.
- (vi) The candidate should give details of all the examinations passed from Matriculation or its equivalents to onwards and mention total and percentage of marks obtained and maximum marks in each examination in the online application form or required as per application form. The candidate, who has obtained degree or Diploma or Certificates for the various courses from any institution declared fake by the University Grants Commission/VCI and other institutions/agencies, shall not be eligible for being considered for recruitment to the post(s) advertised.

- (vii) The decision of the University in all matters relating to acceptance or rejections of an application, eligibility of the candidates, mode and criteria for selection etc. will be final and binding on the candidates. No inquiry or correspondence will be entertained in this regard.
- (viii) If on verification at any stage starting from submitting online application form till appointment and any time even after appointment, it is found that any candidate does not fulfil any of the eligibility condition or it is found that the information furnished is false or incorrect, his/her candidature will be cancelled and he/she will also be liable to be criminally prosecuted. This is irrespective of whether the candidate was benefitted by furnishing the false or incorrect information in his/her application.
- (ix) Qualifications and other term and conditions of eligibility will be determined with regard to the last date fixed for receipt of online application. No documents after the last will be added with the application form under any circumstances.
- (x) Candidates already in regular service must apply through proper channel or produce "No Objection Certificate" from the appointing authority otherwise they will not be allowed to appear for verification of documents. The in-service candidates will apply online as advance copy, take print out of the online application form and will forward the online filled application form along with proof of application fee & self-attested copies of all the documents through his/her current employer to **The Registrar, LUVAS, Hisar - 125004**. The regular in service candidates are required to submit the duly filled checklist (**Record of ACR upto Ten Years**) along with application form from his/her current employer. To avoid any service queries in future, the in service candidates are advised to apply through proper channel alongwith record of ACR upto Ten Years.
- (xi) Applications which are incomplete will not be considered. The University shall not be responsible for any problem in this regard.
- (xii) The number of posts indicated in the Advertisement can vary. The University also reserves the right to withdraw / add one or more of the post(s) advertised.
- (xiii) Besides pay, as per scale mentioned in the advertisement, ADA, HRA, Medical Allowance etc. are admissible as per University rules adopted from time to time.
- (xiv) No TA/DA shall be paid by the LUVAS for any written examination/verification of documents.
- (xv) Persons appointed at outstations will not be transferred to Headquarter at Hisar for at least 5 years.
- (xvi) All claims mentioned in the application forms should be supported by relevant and authenticated documents only and such documents/records will be taken into consideration for award of marks.

(xvii) **In case of tie in a particular post, the tie will be resolved as under:**

If more than one candidate (s) secures equal aggregate marks in written examination + Socio Economic Criteria , the merit will be decided on the basis of marks obtained in the essential qualifying examination of that post, meaning thereby if the essential qualification for the post of Clerk is Graduation with 50% marks, the deciding factor will be the marks obtained in Graduation. If in the qualifying examination also the marks are equal, the merit will be on the basis of next lower examination. If still the marks in the lower examination are equal then the older in age will be senior on merit.

(xviii) Candidates can apply for more than one post as per their qualifications. However, he/she should apply separately for each post. Application fee is also to be paid separately for each post.

(xix) Candidates are advised not to change their Mobile No./Email ID as mentioned in the application form. The University shall not be responsible for non delivery of SMS/Email at any stage due to switching off the mobile phone or some technical fault on the part of candidate.

(xx) Applicants are advised to visit the university website www.luvas.edu.in regularly. Every information regarding the recruitment process shall be displayed on the university website.

NONE OF THE PERSON MENTIONED BELOW SHALL FALL WITHIN DEFINITION OF WARD/ DEPENDENT OF EX-SERVICEMEN IN TERMS OF HARYANA GOVT. LETTER NO.12/37/79-GSIII DATED 21-11-1980:-

- i) A person may be working on an ad hoc basis against the post advertised or somewhere else.
- ii) A person may be unemployed at the time of making the application but he may have other source of income viz., from agriculture, trade, property, bank balance etc.
- iii) A person who is a member of the joint Hindu family and remains dependent upon the Karta till there is partition in the family or he/she ceases to be a member of the joint Hindu family and is obliged to pass on all his/her income to the Karta and he/she draws money for his/her subsistence from the pool of the joint Hindu family with the consent of the Karta.
- iv) A candidate who is a member of the joint Hindu family is employed on ad hoc basis but he/she is otherwise dependent on his/her father.

9. Documents to be uploaded with Application Form

- (i) Self attested Copy of Essential Academic Qualifications and Certificate of Matric and onwards showing Date of Birth and other relevant details.
- (ii) Self attested Copy of SC/BCA/BCB/EWS/ESP/ESM/DESM/DFP/PwD (Person with Disabilities)/Haryana Domicile certificate issued by competent authority.
- (iii) Copy of Certificate/undertaking claiming weightage/marks under socio-economic criteria and experience issued by competent authority wherever required . Experience certificate without details of salary per month, EPF and ESI No. will not be considered.
- (iv) **Passport Size Coloured Photo showing 80% face visible duly signed by the Candidate. Photograph should not be more than three months old. The date of taken of photograph should be mentioned on the photo. The same photograph as affixed on the application form must be affixed on the admit card at the time of written examination of the candidate (wherever applicable) . The candidates whose photograph is found different to that pasted on the application form will not be allowed to appear in the written examination.**

10. An application form will be summarily rejected in the following events:-

- (i) If a candidate makes more than one application form for the same post.
- (ii) If the experience certificate is without detail of salary per month received EPF/ESI No. (wherever the condition of experience apply) and not issued by the competent authority .
- (iii) If in-service candidates who apply through proper channel do not attach duly certified check list along with their application form.
- (iv) If a candidate does not possess the qualifications of Hindi/Sanskrit as one of the subject in Matriculation or Higher Standard.
- (v) If a candidate does not possess the prescribed academic qualifications on the last date for submission of online application.
- (vi) If a candidate is under age/over age on the last date for submission of online application..
- (vii) If the application is without application processing fee.

- 11.** Candidates are advised that they should not furnish any particulars that are false, tampered/fabricated or should not suppress any material information while filling up the application form. At the time of written examination, if a candidate is (or has been) found guilty of:
- a)** Using unfair means during the examination.
 - b)** Impersonating or procuring impersonation by any person.
 - c)** Misbehaving in the examination hall or taking away the answer sheet from the examination hall.
 - d)** Resorting to any irregular or improper means in connection with his/her candidature for selection.
 - e)** Obtaining support for his/her candidature by any unfair means. Not complying with instructions issued from time to time, such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable.
 - i. To be disqualified from the examination/scrutiny for which he/she is a candidate.
 - ii. To be debarred either permanently or for a specified period, from any examination or recruitment conducted by LUVAS.
 - iii. To be terminated from service, if he/she already in this University Service.

NOTE: ELECTRONIC DEVICES IN WRITTEN EXAMINATION/DURING DOCUMENT VERIFICATION ARE STRICTLY PROHIBITED.

REGISTRAR

ANNEXURE –I

Format for No Govt. Job in the family

I.....,Son/Daughter of.....aged.....year, R/o
..... District, do hereby submit the following information for claiming weightage under the Socio-economic criteria namely:-

(1) That I have to apply for the post advertised by LUVAS against Category No ____Advt. No. 01/2023 Dated.....

(2) That my PPP No. is _____ Aadhaar No. _____ /PAN Card No./Voter ID No. (if any) is _____

(3) As per Govt. instructions, an applicant shall be entitled to 5% weightage provided that—

neither he himself nor any person from amongst the applicant's family is/was or has been a regular employee in any Department/Board/ Corporation/Company/Statutory Body/Commission/Authority of Haryana Government or any other State Government or Government of India;

and

gross annual income of the family from all sources i.e., salary, agriculture, business, profession etc. for the financial year prior to the year of application should be less than one lakh eighty thousand rupees (1,80,000/-)only.

The definition of Family for the purpose of Socio-Economic Criteria—

- (i) *male applicant means the applicant himself, his father, mother, wife, unmarried brother(s) and son(s);*
- (ii) *female unmarried applicant means the applicant herself, her father, mother and unmarried brother(s);*
- (iii) *female married applicant means the applicant herself, her husband, father-in-law, mother-in-law, unmarried brother-in-law and son(s);*
- (iv) *divorced female applicant means the applicant herself, her father, mother, unmarried brother(s) and son(s);*

(4) That any person among in candidate's family in Government Job having separate PPP No/family ID/ Ration Card will not be entitled to be awarded weightage under Socio-Economic Criteria having no Government Job.

(5) If a person himself or his family member is once selected/appointed with or without getting the benefit of weightage, no other family member shall be considered for weightage for selection/appointment to the same or any other post for which application has been submitted by any member of the family.

(6) That no person as mentioned above had been in employment and gross income of family is less than One Lakh Eighty Thousand Rupees only, therefore, the undersigned may be allotted weightage under the socio-economic criteria having no Government Job.

(7) That I fully understand that the marks are given on the basis of information supplied by me and if at any stage it is found that the information has been provided wrongly then not only my service can be terminated on the ground of supply of wrong information even if without these marks or weightage also my name would have figured within the select list/recommendation list. I also understand that criminal action can be taken against me for providing wrong/false information.

(8) That the deponent shall not take advantage of the certificate(s) issued by the Competent Authority if in meantime any other eligible person in my family obtains the benefits thereof in the recruitment.

(9) Verified that the contents of all the above paras are true my knowledge and belief and nothing has been concealed therein.

Place: -

DEPONENT

Date:-

VERIFICATION: -

1. Report of Numberdar/MC:-
2. Report of Patwari:-
3. Verified by Tehsildar/Executive Magistrate

ANNEXURE –II

Experience Certificate

1. This is to certify that Shri/Smt/Ms/Kumari,Son/Daughter/Wife of Shri.....Resident of village/town.....Tehsil..... District..... of Haryana State/Union Territory has been serving as(Complete nomenclature of the post) in the office of(Department/Board/Corporation/Company/StatutoryBody/Commission /Authority/Co-operative Banks etc. under Haryana Government.)

2. The period of engagement was fromto..... and the completedyears andmonths.

3. The EPF account no., if any, is/was

4. The ESI account no, if any, is/was

Place:
Date:

Signature with seal of Issuing Authority (Head of Office)
Full Name
Designation
Address
Telephone no. with code

ANNEXURE –III

Certificate regarding physical limitations in an examinee to write

This is to certify that, I have examined Mr/Ms/Mrs _____ (name of the candidate with disability), a person with _____ (nature and percentage of disability as mentioned in the certificate of disability), S/o/D/o _____ a resident of _____ Village/District/State) and to state that he/ she has physical limitation which hampers his/ her writing capabilities owing to his/her disability.

Place:

Date:

Signature and seal of the Medical Authority

Name and Seal of Member

Name and Seal of Member

Name and Seal of the Chairperson

Name of Government Hospital/ Health Care Centre with Seal

Note: Certificate should be given by specialists of the relevant stream/ disability (e.g. Visual impairment-Ophthalmologist, Locomotor disability-Orthopedic specialist/PMR).

Letter of Undertaking for Using Own Scribe

I, _____, a candidate with _____ (name of the disability) appearing for the _____ (name of the examination) bearing Roll No. _____ at _____ (name of the centre) in the District _____ (name of the State). My qualification is _____ I do hereby state that _____ (name of the scribe) will provide the service of scribe/reader for the undersigned for taking the aforesaid examination. I do hereby undertake that his/ her qualification is matric (in case of minimum qualification of post is 10+2) or 10+2 (in case of minimum qualification of post is Graduation/equivalent or higher). In case, subsequently it is found that his/her qualification is not as declared by the undersigned and is beyond my qualification, I shall forfeit my right to the post and claims relating thereto.

(Signature of the candidate with disability)

Place:

Date:

ANNEXURE-IV

(Declaration must be hand written by the candidate himself in Hindi as well as in English and to be uploaded with application form).

मैंने दिए गए निर्देशों को पढ़ तथा समझ लिया है, तथा मैं सहमत हूँ। सभी जानकारियां स्कूल/कॉलेज/यूनिवर्सिटी द्वारा प्राप्त दस्तावेजों के अनुसार ही है। मैं सहमत हूँ कि भविष्य में किसी प्रकार का निवेदन डाटा सही कराने बारे स्वीकार नहीं किया जाएगा। मैंने दिए गए निर्देशों को पढ़ तथा समझ लिया है, मैं समझता/समझती हूँ कि उपरोक्त में से किसी भी विवरण या जानकारी के किसी भी स्तर पर गलत पाए जाने की स्थिति में, मेरी उम्मीदवारी को रद्द कर दिया जाएगा।

उम्मीदवार हस्ताक्षर

I have read and understood the instructions mentioned above, I have also gone through the particulars as mentioned in the form filled up by me/on my behalf and found the same correct and in accordance with documents/my certificate issued by Board/College/University and all the particulars are correct as per record. I understand that in the event of any of the particulars or information above being found false or incorrect at any stage, my candidature shall be liable to be rejected.

Candidate Signature

**Government of Haryana
(Name & Address of the authority issuing the certificate)
(ECONOMICALLY WEAKER SECTIONS)**

INCOME AND ASSET CERTIFICATE

Certificate No.....

Date:-_____

VALID FOR THE YEAR 2023-2024

This is to certify that Shri/Smt./Kumarison/daughter/wife of.....is permanent resident of....., village/Street....., Post Office....., District....., Pin Code..... whose photograph is affixed below and attested below belongs to Economically Weaker Section, since the gross annual income* of his/her family** is below Rs. 6 lakh (Rupees Six Lakh only) for the financial year 2022-2023.

It is further certified that his/her family does not own or possess any of the following assets***:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 170 sq. yards and above in areas other than the notified municipalities.
- V. Total immovable assets owned are valued at Rs. One Crore or more.

2. Shri/Smt./Kumaribelongs to the caste which is not recognized as a Scheduled Caste, Backward Classes (Block-A) and Backward Classes (Block-B).

Signature with seal of Office
Name
Designation

Recent Passport
size attested
photograph of
the applicant

*Note 1: Income means income from all sources i.e. salary, agriculture, business, profession etc.

**Note 2: The term “Family” for this purpose will include the person, who applies for benefit of reservation, his/her parents, spouse as well as children and siblings below the age of 18 years.

***Note 3: The property held by a “Family” in different locations or different places/cities are to be clubbed while applying the land or property holding test to determine EWS status.

Certificate No. _____

SPORTS GRADATION CERTIFICATE

Self-attested Photo

1. Name of Sportsperson:.....
2. Aadhaar No.:.....
3. Mobile No.:.....
4. Name of District to which sportsperson belongs:.....
5. Domicile State:.....
6. Plays for (Name of State/Organization):.....
7. Name of Sports Discipline:.....
8. Best Sports Achievement:
 - i. Name of Tournament:.....
 - ii. Month & Year:.....
 - iii. Venue of Tournament:.....
 - iv. Organizing Authority:.....
 - v. Tournament Type: Senior Junior
 - vi. Medal won (if any): Gold Silver Bronze
 - vii. Participation Level: 25% or more Less than 25%
(in case of team game only)

Date:- _____ (Signature of Sportsperson)

.....For official use only.....

Checked. A copy of supporting documents (self-attested) in support of the claim is retained in office.

Date:..... **Granted Grade__Sports Certificate.**

District Sports & Youth
Affairs Officer,.....

Director, Sports*

DEPARTMENT OF SPORTS & YOUTH AFFAIRS, HARYANA

#Required in case of Grade-A or Grade-B Sports Certificate only.

APPLICATION FORM FOR WIDOW CERTIFICATE

To

The Naib Tehsildar/Tehsildar

_____**Sub:- Issuance of Widow Certificate.**

I, Widow of Sh..... hereby give my particular as under:-

1	Name of Applicant (IN BLOCK LETTERS)	
2	Address	
3	Village	
4	Tehsil	
5	District	
6	Post office with PIN Code	
7	Name of Father/Mother	
8	Name of Husband	
9	Date of Death of Husband (Death Certificate to be attached)	
10	Aadhaar No. (if any)/PAN Card No. (if any)/Voter ID No. (if any)	

Please issue me a "WIDOW" Certificate.

Signature of Applicant

Place:

Date:

VERIFICATION

I.....s/o, d/o, w/o,....., Member Panchayat /Sarpanch /Councilor/ MLA/MP of concerned Village/area/constituency..... verified personally and statement furnished by the applicant are correct to the best of my knowledge and belief.

Signature with seal of Member
Panchayat/Sarpanch/Councilor/MLA/MP of the concerned Village
area/ constituency

GOVERNMENT OF HARYANA
WIDOW Certificate

No _____ Date _____

Certified that the person with the details mentioned below is a Widow.

1.	Name (IN BLOCK LETTERS)	
2.	Address	
3.	Village	
4.	Tehsil	
5.	District	
6.	Post office with PIN Code	
7.	Name of Father/Mother	
8.	Name of Husband	
9.	Date of Death of Husband	
10.	Aadhaar No./PAN Card No./Voter ID No. (if any)	

This certificate is issued based on the details given in the application,
Verification Report, local enquiry, facts and records produced.

Signature with seal of the Naib Tehsildar/Tehsildar

APPLICATION FORM FOR CERTIFICATE FOR AN APPLICANT WHOSE FATHER HAS DIED

To

The Naib Tehsildar/Tehsildar

_____**Sub:- CERTIFICATE FOR AN APPLICANT WHOSE FATHER HAS DIED.**

1	Name of applicant (IN BLOCK LETTERS)	
2	Date of Birth (enclose proof)	
3	Age of applicant at the time of father death	
4	Applicant is first or second child	
5	Present Address, Village	
6	Post Office	
7	Police Station	
8	District	
9	Caste	
10	Father's Name	
11	Date of birth of father	
12	Age of father at the time of his death	
13	Date of father's Death (enclose death certificate)	
14	Mother's Name	
15	Occupation	
16	Aadhar No/PAN Card No/Voter Id No (if any)	

Please issue me a "Certificate for an applicant whose father has died.

Signature of applicant

Place:

Date:

Signature and Address of Witness

i)

ii)

GOVERNMENT OF HARYANA
Certificate for an applicant whose father has died

No _____ Date _____

Certified that the person with the details mentioned below is an applicant whose father has died-:

1	Name of applicant(IN BLOCK LETTERS)	
2	Date of Birth(enclose proof)	
3	Age of applicant at the time of father death	
4	Applicant is first or second child	
5	Present Address, Village	
6	Post Office	
7	Police Station	
8	District	
9	Caste	
10	Father's Name	
11	Date of birth of father	
12	Age of father at the time of his death	
13	Date of father's Death (enclose death certificate)	
14	Mother's Name	
15	Occupation	
16	Aadhar No/PAN Card No/Voter Id No (if any)	

This certificate is issued based on the details given in the application, local enquiry, facts and records produced by the applicant.

Signature with seal of the Naib Tehsildar/Tehsildar

CHECK LIST

(The information in this Check List is to be furnished by the Employer in respect of the in-service candidate for the last 10 years and in case the service period is less than 10 years then from the date of joining)

Name of Employee :

Designation of Employee:

Post Applied For :

Advt. No. 1/2023

Year	Overall performance	Report about integrity	Report about work and conduct	Punishment awarded, if any	Whether any disciplinary / legal / Vigilance proceedings are pending against the official.

Does he/she fulfil the prescribed qualifications/experience required for the post?

Prescribed qualifications (Yes/No)

Prescribed experience (Yes/No)

It is also certified that the information furnished by the official in his application form is correct as per his service record. Forwarded with the remarks that the facts stated in the above application have been verified and found correct and this Institution/Organization has no objection to the candidature of the applicant being considered for the post applied for.

Head of the Institution/Organization with Seal

(Name in block letters) _____

Designation _____

Place: _____

Date: _____