QUALIFICATIONS FOR NON-TEACHING POSTS

1. Assistant Procurement Officer

i) B.Sc.(Agri.)/B.Sc. (Dairying)/ B.Com. with first division.

ii) Two years' experience of purchases and handling of livestock feed in organizations like Haryana Agricultural Marketing Federation, (HAFED), any Agro based industry, Govt.Org., Central/State University.

iii) Hindi/Sanskrit upto Matric standard.

2. Veterinary Surgeon

i) B.V.Sc. & A.H.

ii) Age 22-42 years upto the last date of submission of application form. No age bar for in-service candidates of State Agriculture Universities/ State Veterinary Universities / State Govt./ Govt. of India.

iii) Hindi/Sanskrit upto Matric standard.

iv) Registered Veterinary Practitioner with Haryana Veterinary Council or with any other State Veterinary Council or Veterinary Council of India.

3. Hostel Warden:

Essential:

i) Graduate from a recognized Institute/University.

ii) 5 years' experience as College Hostel Warden.

iii) Hindi/Sanskrit upto Matric standard.

iv) Age: Minimum 30 years.

OR

i) Graduate from a recognized Institute/University.

ii) Post-Graduate from a recognized Institute/University

iii) 2 years' experience as College Hostel Warden.

iv) Age: Minimum 30 years.
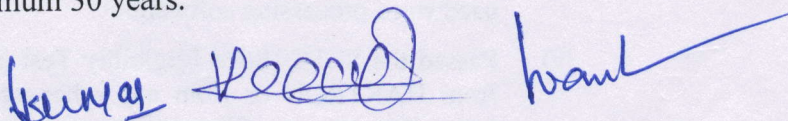
Note: - This post is for Male Candidates only.

4. Lady Hostel Warden:

Essential:

i) Graduate from a recognized Institute/University.

ii) 5 years' experience as College Hostel Warden.

iii) Hindi/Sanskrit upto Matric standard.

iv) Age: Minimum 30 years.

OR

i) Graduate from a recognized Institute/University.

ii) Post-Graduate from a recognized Institute/University

iii) 2 years' experience as College Hostel Warden.

iv) Age: Minimum 30 years.

5. **Radiographer:**

    i)   10+2 with Science from a school affiliated to/ recognized by State or Central Board of School Education.

    ii)   B.Sc. in Radiography/Radiography and imaging/Radiography and Imaging Technology/Medical Radiological Technology/Medical Technology in Radiography/Radiography and Radiotherapy passed from a recognized University/Institute.

    iii) Hindi/Sanskrit upto Matric Standard.

    Desirable: Two years' experience in relevant field of Radiography and Imaging in a Govt. Hospital/Multispecialty Hospital.

<div align="center">OR</div>

    i)   10+2 with Science from a school affiliated to/ recognized by State or Central Board of School Education.

    ii)   Two/three years Diploma in Radiography/ Radiography and Imaging Technology/X-Ray Technology/ Medical Radiography/Medical Radiography Technology/Medical Radio Diagnosis/Radio Diagnosis Technology/Radiography and Radiotherapy passed from a recognized University/Institute.

    iii) Hindi/Sanskrit upto Matriculation Standard.

    Desirable: Three years' experience in relevant field of Radiography and Imaging in a Govt. Hospital/Multispecialty Hospital.

6. **Supervisor (Animal Attendant):**

    i)   10+2 with Science from a school affiliated to/ recognized by State or Central Board of School Education

    ii)   Two years' experience of animal handing from recognized institution.

    iii) Manual worker with good physique should be willing and able to perform all animal handling.

    iv) Hindi/Sanskrit upto Matric standard.

7. **Generator Operator:**

    i)   ITI Diploma in Electrical/Wireman/ Diesel/Motor Mechanic having apprenticeship of two years in Govt./Semi Govt. Organization.

    ii)   Hindi/Sanskrit upto Matric standard.

8. **Clerk**

    i)   Graduation with 50% marks (45% marks for SC and PWD) from any recognized University and equivalent.

    ii)   Knowledge of Hindi/Sanskrit upto Matric standard.

    iii) Hindi or English typing at a speed of 30WPM in each on computer with commonly used word processing software.

    iv) Passed the SETC (State Eligibility Test in Computer Appreciation and Application) from HARTRON or from any other agency authorized by the Government. The following category of Persons are exempted from SETC

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a) Persons already having computer qualifications from reputed institutions (BCA/MCA/B.Tech./M.Tech. in Computer from Universities and Colleges, Diploma in Computers from Govt. Polytechnics, HKCL, HARTRON, DOEACC/NIELIT etc.)

b) Persons acquired degrees in computers or had done a course in computers from reputed institution like NIELIT, HKCL, HARTRON or any other agency authorized by Government.

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.

9. Steno-Typist

i) Graduation or its equivalent from a recognized board /University

ii) English shorthand at a speed of 80 words per minute and transcriptions at a speed of 15 words per minutes and mistakes should not exceed 8%

iii) Hindi/Sanskrit upto Matric standard

10. Lab Technician:

i) 10+2 in Science from a school affiliated to/ recognized by State or Central Board of School Education

ii) Diploma in Veterinary Laboratory Technology (DVLT) from recognized University/Institute

iii) Proficiency in handling electronic equipment and Computer knowledge.

iv) Hindi/Sanskrit upto Matric standard.

11. Lab. Technician (CODS&T):

i) 10+2 from a school affiliated to/ recognized by State or Central Board of School Education.

ii) Diploma in Dairy Technology (DIDT) from recognized University/Institution.

iii) Proficiency in handling electronic equipment and Computer knowledge

iv) Hindi/Sanskrit upto Matric standard.

12. Veterinary Livestock Development Assistant

(i) Should have passed 10+2 from recognized institution/board

(ii) Knowledge of Hindi/Sanskrit upto Matric Standard

(iii) Two years duration Veterinary and Livestock Development Diploma (VLDD) after 10+2 from a college recognized by Veterinary Council of India

13. **Lab Attendant**:

    i). 10+2 with Science from a school affiliated to/ recognized by State or Central Board of School Education.

    ii). Hindi/Sanskrit upto Matric standard.

    iii) Willing to do manual work.

14. **Computer Operator**

    i) Graduation with 50% marks (45% marks for SC and PWD) from any recognized University and equivalent.

    ii) Hindi/Sanskrit upto Matric standard.

    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.

Desirable

    i) Preference will be given to Bachelor in Computer Application/IT with atleast 60% marks/OGPA of 6.0/10.00 (For SC and differently disabled persons category with 55% marks/OGPA of 5.5/10.00)

    ii) Working knowledge of Computer Hardware

15. **Water Pump Operator-II**

    i) ITI Certificate in the trade of motor/tractor/diesel/Electrical Mechanic

    ii) Hindi/Sanskrit upto Matric standard

16. **Attendant:**

    i) Must have passed Matric from a school affiliated to/ recognized by State or Central Board of School Education.

    ii) Willing to do manual work.

    iii) Hindi/Sanskrit upto Matric standard.

17. **Messenger:**

    Essential:

    i) Must have passed Matric

    ii) Hindi/ Sanskrit upto Matric Standard.

    Desirable: Ex-serviceman (Matriculate)

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18. Beldar:

Essential:
i)   Must have passed Matric with Science.
ii) Hindi/ Sanskrit upto Matric Standard.
iii) Manual worker with good physique should be able to perform all agricultural operations/Animal handling.

Desirable: Ex-serviceman (Matriculate)

19. Animal Attendant:

i)   Must have passed Matric from a school affiliated to/ recognized by State or Central Board of School Education.
ii) All the candidates/applicants must have completed successfully training of minimum 5 days/one week in different fields of Animal Husbandry from a recognized Government institution or an approved university.
iii) Willing to do manual work.
iv) Hindi/Sanskrit upto Matric standard.

20. Telephone Attendant:
i)   10+2
ii) Knowledge of Hindi/Sanskrit upto Matric Standard.

Desirable: Should be fluent in English

Note: As per Govt. Instructions, the post for which a particular division in M.A/B.A./Intermediate/Matriculation is a necessary minimum qualification such division shall not be insisted upon while filling up vacancies reserved for ex-serviceman and the minimum qualification in their case may be deemed to have been relaxed to that extent.