



## **Maharaja Lakshman Sen Memorial College Sundernagar, H.P. 175018**

Applications are invited from eligible candidates for the appointment to the Non-Teaching posts of Librarian, Clerk, Lab. Attendant, Peon, Chowkidar, Tabla Player, Ground man.

<b>Sr. No.</b>	<b>Post</b>	<b>No. of Posts</b>
1	Librarian	01
2	Clerk	03
3	Lab Attendant	02
4	Tabla Player	01
5	Chowkidar	01
6	Peon	02
7	Ground man	01

Opening Date: 13.04.2022

Closing Date: 10.05.2022

Principal



# Maharaja Lakshman Sen Memorial College Sundernagar, H.P. 175018

## GUIDELINES FOR SELECTION OF NON-TEACHING STAFF

### 1 Educational Qualification

Sr. No.	Post	Minimum Qualifications
1	Librarian	Essential qualifications, experience and other eligibility conditions shall be as per the norms prescribed by the UGC Regulations, 2018 as adopted by Himachal Pradesh University, Shimla.
2	Clerk	10+2
3	Lab Attendant	10+2 Science
4	Tabla Player	10th Diploma/ Certificate course in Music instrument (Tabla/Dholak) from an Institution duly recognized by H.P. / Central Government.
5	Chowkidar (on daily wage basis)	8th standard
6	Peon (on daily wage basis)	8th standard
7	Ground man (on daily wage basis)	8th standard

#### Note:

1. For Sr. Nos. 2 & 3, candidate shall be eligible for appointment if he/ she has passed Matriculation and 10+2 from any school/institution situated within Himachal Pradesh.
2. For Sr.Nos. 5, 6, &7 candidates shall be eligible for appointment if he/ she has passed Middle or Matriculation from any school/institution situated within Himachal Pradesh.
- 3 The conditions at Notes Nos. 1 & 2 do not apply to Bonafide Himachalis if they are eligible.
4. Applicants with experience of working in institutions of Higher Education will be preferred.



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### 2. Age limit

The age of the candidate should not be more than 45 years as on 10 May 2022.

### 3. Mode of Application:-

Application forms can be downloaded from the college website <https://www.mlsm.in>

### 4. Application Processing Fees:-

- Application processing fee: Rs.100/-.
- Payment must be made through a Demand Draft drawn in favour of “The Principal MLSM College” payable at Sundernagar, Himachal Pradesh.
- Fees once paid will not be refunded under any circumstances.

### 5. Parameters for Screening/ Selection:

All applications shall be screened by a Screening Committee for determining eligibility of each candidate. Incomplete applications will not be considered. No correspondence in this regard shall be entertained.

Sr. No.	Post	Screening / Selection
1	Librarian	The Academic/Research score component as specified in Appendix II of the UGC Regulations, 2018, as adopted by H.P. University for the post of Librarian shall be applicable for screening of applicants for interview. Selection will be based on the performance in the interview.
2	Clerk	All applications shall be screened by a Screening Committee for determining eligibility of each candidate. Incomplete applications will not be considered. No correspondence in this regard shall be entertained. Selection will be based on the performance in the interview.
3	Lab Attendant	All applications shall be screened by a Screening Committee for determining eligibility of each candidate. Incomplete applications will not be considered. No correspondence in this regard shall be entertained. Selection will be based on the performance in the interview.
4	Peon	All applications shall be screened by a Screening Committee for



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		determining eligibility of each candidate. Incomplete applications will not be considered. No correspondence in this regard shall be entertained. Selection will be based on the performance in the interview.
5	Chowkidar	All applications shall be screened by a Screening Committee for determining eligibility of each candidate. Incomplete applications will not be considered. No correspondence in this regard shall be entertained. Selection will be based on the performance in the interview.
6	Tabla Player	All applications shall be screened by a Screening Committee for determining eligibility of each candidate. Incomplete applications will not be considered. No correspondence in this regard shall be entertained. Selection will be based on the performance in the interview.
7	Ground man	All applications shall be screened by a Screening Committee for determining eligibility of each candidate. Incomplete applications will not be considered. No correspondence in this regard shall be entertained. Selection will be based on the performance in the interview.