

**No.112-LSA/Estt./Part-VII/2012/
H.P. State Legal Services Authority,
Block No.22, S.D.A. Complex, Kasumpti, Shimla-171 009**

Dated Shimla-9 3rd November, 2015

**NOTIFICATION OF POSTS
(PURELY ON CONTRACT BASIS)**

Applications on the prescribed format are invited for filling up **2 posts of Steno Typist** purely on **contract basis (one for Scheduled Castes of Himachal Pradesh and one for OBC of Himachal Pradesh, total = 2]** for District Legal Services Authorities in Himachal Pradesh in the pay scale of Rs.5910-20200+2000 Grade Pay (with initial pay of **Rs.8240/- p.m.**).

Age of the candidates should be between 18 years and 45 years. The upper age limit is relaxable for Scheduled Castes/Scheduled Tribes/other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh Government. Candidate should have passed **Graduation** from a recognized University with typing speed of **40 words per minute** in English and **80 words per minute** in Shorthand. Preference will be given to those candidates having knowledge of computer. Attested copies of the relevant certificates be sent with the application. No TA/DA will be paid. Original documents shall be produced at the time interview.

DESIRABLE QUALIFICATIONS:

Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Himachal Pradesh.

Applications may be sent to the Member Secretary, H.P. State Legal Services Authority, Block No.22, S.D.A Complex, Kasumpti, Shimla-9 on or before **2nd December, 2015** on the prescribed proforma (**Annexure-'A'**).

Application received after due date shall be rejected without informing the candidates.

— s.d —
(Yashwant Singh Chogal)
Member Secretary,

H.P. State Legal Services Authority, Shimla

Endst. No: As above **3748-3817** Dated Shimla-9 **3rd November, 2015**
Copy forwarded to:-

1. All the Regional/District/Sub Employment Exchanges in Himachal Pradesh with the request to sponsor the names of eligible candidates (i.e. Scheduled Castes & OBC categories only) **within 30 days** from the issuance of the Notification on or **before 30th November, 2015.**
2. The Advertisement Managers, **The Tribune** (English) and **Divya Himachal** (Hindi) with the request to publish the same and intimate the date of publication and copy of advertisement. **The advertisement expenses as per rates of Director, Information and Public Relations Department** will be borne and paid by this Authority.
3. Notice board of this Authority.


Member Secretary

Annexure –‘A’

APPLICATION FORMAT FOR THE POST OF STENO-TYPIST (ON CONTRACT BASIS)

(To be filled up/typewritten in capital letters only)

1. Name:
2. Father's/Husband's Name:
3. Date of Birth:
4. Academic Qualification:
5. Detail of examinations passed from matriculation onwards:

Paste your
recent
passport size
photograph
here

S. No.	Year	Examination passed	% of marks	Name of Board/ University
1	2	3	4	5

6. Other Qualifications:

S. No.	Year	Examination passed	% of marks	Name of Board/ University
1	2	3	4	5

7. Permanent Address:
Pin Code:
8. Address for correspondence:
Pin Code:
9. Mobile Number: E-mail:
10. Category:
(indicate the category and also annex an attested copy of the certificate)

Signature of the Candidate

Place:

Date:

Verification:

Verified that the above information is true and correct to the best of my knowledge. No part of it is false or incorrect and nothing material has been concealed therefrom.

Verified on this the (date) _____ Day of (Month) _____ 2015.

Signature of the Candidate