



PUNJAB PUBLIC SERVICE COMMISSION
Baradari Garden, Patiala- 147001
Website : : <http://ppsc.gov.in>

Advt. No. 2(iii)

The Punjab Public Service Commission invites **Online Application Forms** from eligible Candidates for recruitment to **One Post of Legal Assistant** in the Department of Labour Government of Punjab.

Note: This Advertisement is being published as per requisition received from the Department of Labour Government of Punjab vide their Memo No. 24/09/2010-4 L329632 dated 21/10/2014 and Memo no. 24/09/2010-11(P.F.2)/487022/1 dated 18/05/2015 and is subject to any modification or amendment that may be made by the Government subsequently.

1. VACANCIES AND RESERVATION :

| Sr. No. | Category Code | Name of Post /Category | No. of Posts | |
|---------|---------------|------------------------|--------------|------------|
| | | Legal Assistant | 01 | |
| 1 | 71 | General | | 01 |
| | | Total | | 01* |

*The number of vacancies and reservation of posts is liable to be alteration without any notice.

2. PAY SCALE: Rs. 10300-34800 + 4200/- Grade Pay

Regarding drawing the pay of the appointed candidate, **as per Notifications No. 7/204/2012-4FP1/66, Dated 15/01/2015 of Govt. of Punjab Department of Finance (Finance Personnel-I Branch) Chandigarh, fixed emolument equal to Minimum of the Pay Band without any Grade Pay or any allowance will be paid during the probation period of 2 years.** It is also clear that Annual increment or any other allowance except travelling allowance will not be paid during the probation period of 2 years.

3.0 ESSENTIAL QUALIFICATIONS :-

- i) Should be a Law Graduate from a recognised University or institution and,
- ii) Should have practiced at the Bar for minimum period of two years or should have held an assignment involving legal work under the Government of India or a State Government or a public undertaking for a minimum period of two years.
- iii) Punjabi of Matriculation or its equivalent standard.

(Relaxable for Sikh Migrants to the extent that they will have to acquire such qualification within two years after joining the service failing which their services shall liable to be terminated)

Important Note: The candidates MUST possess the requisite qualification mentioned at para 3 (i) and (ii) above on or before 22/08/2016 (i.e. The Last date of Submission of Online Application Forms.) During various stages of selection process, the candidature of the candidate shall be 'purely provisional' subject to his/her fulfilling the eligibility criteria and verification of documents by the Commission.

4.0 **AGE**

- (i) Candidates should not be below 18 years and above 37 years of age as on **1-1-2016**
- (ii) Upper age limit may be relaxed up to 45 years for all States/ Central Government employees.
- (iii) The Upper age limit is relaxed upto 42 years for Scheduled Castes and Backward Classes of Punjab.
- (iv) Ex-servicemen of Punjab Domicile shall be allowed to deduct the period of his service in the Armed Forces of Union from his actual age and if the resultant age does not exceed the maximum age limit prescribed for direct appointment to such a vacancy in the Service Rules concerned by more than three years, he shall be deemed to satisfy the condition regarding age limit.
- (v) Upper age limit is also relaxable upto 42 years for Widows, Divorcees and certain other Categories of Women.
- (vi) Upper age limit is also relaxed upto 47 years for Physically Handicapped of Punjab.

5.0 **COMPETITIVE EXAMINATION**

The Commission shall hold a Competitive Examination for recruitment of this post details of which can be seen in the 'General Information for the Candidates'

IMPORTANT NOTE : The candidates can ONLY apply by filling Online Application Form, a link of which is available on the website of the Punjab Public Service Commission : <http://ppsc.gov.in>

| Process | Step | Last Date |
|--|-------------|--|
| To make new registration for applying for the post. | (Step-1) | 22-08-2016 By 11:59:00 PM |
| To deposit the Application fees by system generated Bank Challan Form. | (Step-2) | 29-8-2016 [During Banking Hours] |
| To take print of duly filled Online Application Form (after depositing the Application Fees) and to submit the Hard Copy of duly filled Online Application Form alongwith copy of self attested certificates and Challan Form (PPSC Copy only) | (Step-3) | 05-09-2016 By 05:00:00 PM |

(It may be noted that the Last date of submitting Online Application Form is **22/08/2016** and **the same shall be considered as last date for all purposes.** Further, the last date of submission of Print out of duly filled Online Application Form is **05-09-2016 by 05:00:00 PM.** This extra time is given only to cater for the travel time of post/ postal delay if any.)

Dated : 30.07.2016

Sd/-
Secretary
Punjab Public Service Commission
Patiala