

## IMPORTANT INSTRUCTIONS:

1. The last date for submitting applications is Friday, July 26, 2019.
2. Application has to be filled in the prescribed format. It should be addressed to Executive Director, Haryana State Health Resource Centre, SIHFW Campus, Opposite Hansraj Public School, Sector 6, Panchkula, 134109. The form can be submitted through courier or post or in person or through soft copies at the e-mail id *recruitmentsihfwhshrc2019@gmail.com*. In case of soft copies, the application form can be downloaded, filled and a signed pdf uploaded as attachment. Self-attested copies of the certificates must be attached in pdf format.
3. Applications received after the due date will not be considered. The institute will not be responsible for any postal delay or wrong delivery or delivery at wrong e-mail id.
4. The contract is initially up to 31/03/2020 but can be extended based on the performance of the candidate and the necessary Government approvals.
5. Candidates must provide names of two references who can verify their credentials.
6. Relaxation in age for reserved categories will be given as per Haryana government guidelines.
7. Candidates must submit completely filled application form with full particulars and contact number, two passport size photographs and attested copies of educational/technical qualifications & experience. In case of soft copies, the form should be filled in the format downloaded and self attested copies of the certificates attached in pdf format.
8. **The short-listed candidates for each post will be informed regarding scheduled date and time of written test, computer test and interview on their e-mail ids or through telephonic calls by August 8, 2019. Please note that only short-listed candidates will be contacted.** The institute will not be responsible for any delay in communication in pretext of provision of wrong e-mail id or telephone number. It is advisable that the form is submitted in typed format bearing the e-mail id and telephone numbers clearly.
9. The candidature will be purely provisional for all the posts and will be subject to their satisfying the prescribed eligibility conditions. If at any stage either before or after scrutiny/written test/interview, it is found that a candidate does not fulfill any of the eligibility criteria or information furnished by the candidate is found incorrect, his/her candidature for the post shall stand cancelled.
10. Candidates claiming for reservation must produce caste certificate/document in original on the day of interview and in case candidate is applying for BC category, the certificate submitted should be recent.

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**Director SIHFW cum Executive Director, HSHRC  
Haryana, Sector 6, Panchkula**