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**Hartron/ICTET/2024/05**  
**Updation of panel of IT Professionals on rolling basis**

Hartron invites online applications for various categories of IT Professionals on rolling basis. Eligible candidates can apply for various categories of IT Professionals every alternate month as per the following schedule:

Tentative Schedule	Details
1st week of every alternate month	Requirement will be updated on the portal and the eligible candidates can fill the online application form
2nd week of that month	Issuance of Admit card
3rd week of that month	Conduct of 1st test (Domain knowledge test) and scrutiny of documents who cleared the 1st test and display of list of eligible candidates on the portal for training.
4th week of that month	Provision of payment of security deposit on the portal for the candidates who are found eligible for the training and finalization of training schedule.
Next one month	Conduct of training at IDDC, Ambala & HMSDC, Gurugram for next one month as per the schedule.
Result	Declaration of result based on requirement, merit and reservation roster
* The schedule is tentative and can be revised as per suitability. No. of posts can be increased/ decreased depending on the requirement.	

For more details and updates, please visit our website [hartron.org.in](http://hartron.org.in). The test will be held at IDDC, Ambala & HMSDC, Gurugram centres only. A candidate is allowed to fill maximum two applications. Candidates may fill the application & download the admit card from the website. No communication will be sent to individuals separately. MD, HARTRON reserves the right to vary/cancel the vacancies based on the requirement, without assigning any reason.

**Managing Director**

**March, 2025**

#	Location- Panchkula/ Chandigarh
1.	Software Developer and Mobile Application Developer (ASP.NET/ PHP/JAVA)
2.	System Analyst (ASP.NET/ PHP/JAVA)
3.	Programmer (ASP.NET/ PHP /JAVA)
4.	DTP Operator

**Eligibility Criteria for IT Professionals  
on Job Work Basis**

Sr. No.	Category	Qualification/Experience	Remuneration (Rs.)
1.	Software Developer and Mobile Applications Developer (ASP.NET/ PHP/JAVA)	a) B.E./B.Tech/M.Tech (in any stream)/M.Sc. (Comp.Sc./IT)/ MCA/‘B’/‘C’ Level course from DOE/ NIELIT with 60% marks <b>OR</b> M.Sc.(Phy/Math/Statistics) with 60% marks and PGDCA with 60% marks.  b) Minimum 5 years of relevant experience in Java (struts/ spring), Oracle/ SQL OR .Net with MVC, SQL Technology, PHP	65,000/-
2.	System Analyst	Qualification as that of Programmer at serial no. 3 with minimum 5 years’ experience as Programmer.	56,100/-
3.	Programmer	a) B.E./B.Tech/M.Tech (in any stream)/ M.Sc. (Comp.Sc./IT)/MCA/‘B’/‘C’ Level course from DOE/NIELIT with 60% marks. <b>OR</b> M.Sc (Phy/Math/Statistics) with 60% marks and PGDCA with 60% marks.  b) Having knowledge of Software Development on .NET or JAVA/J2EE/ Websphere/PHP/ Angular Java, MySQL and Linux/VB and MS Access/SQL Server/Oracle.	35,400/-
4.	DTP Operator	a) 10+2 (with 50% marks) with 1 year course in DesktopPublishing/Graduation with 6 months full time certificate course in Desktop Publishing.  b) One year experience in designing print media like advertisements, Brochures, News Letters etc using Coral Draw/ Page Maker and Adobe Premiere/Photoshop.	23,400/-
<b>Note:</b> Candidates with qualifications of MCA/M.Tech from Distance Education/On Part Time basis, the said Degree/Course must be approved/ permitted from the All India Council of Technical Education (AICTE).			

**UPDATION OF PANEL OF COMPUTER PROFESSIONALS (APART DEO)**  
**ON ROLLING BASIS**

Applications are invited from eligible candidates on rolling basis i.e. every alternate month by following a standard schedule for the various posts in the state of Haryana. The details of the schedule and other terms & conditions are as under:  
**One-time advertisement:** One-time advertisement has already been published along with following tentative schedule of the process for updation of panel of Computer Professionals:

<b>Tentative Schedule</b>	<b>Details</b>
1 <sup>st</sup> week of every alternate month	Requirement will be updated on the portal and the eligible candidates can fill the online application form
2 <sup>nd</sup> week of that month	Issuance of Admit card
3 <sup>rd</sup> week of that month	Conduct of 1 <sup>st</sup> test (Domain knowledge test) and scrutiny of documents who cleared the 1 <sup>st</sup> test and display of list of eligible candidates on the portal for training.
4 <sup>th</sup> week of that month	Provision of payment of security deposit on the portal for the candidates who are found eligible for the training and finalization of training schedule.
Next one month	Conduct of training at IDDC, Ambala & HMSDC, Gurugram for next one month as per the schedule.
Result	Declaration of result based on requirement, merit and reservation roster
* The schedule is tentative and can be revised as per suitability. No. of posts can be increased/ decreased depending on the requirement.	

1. The panel of following categories of Computer Professionals shall be updated utilizing this process:

- ❖ Software Developer and Mobile Application Developer
- ❖ Junior Software Developer
- ❖ Sr. System Analyst
- ❖ System Analyst
- ❖ Programmer/Data Analyst
- ❖ Networking Engineer
- ❖ Web Designer
- ❖ Junior Programmers/Jr. Data Analysts/Networking Assistants
- ❖ DTP Operator

2. The advertisement for the remaining category i.e Data Entry Operator will be released separately.

3. **Updation of categories of required Computer Professionals on Hartron's website:**

The details of categories of required Computer Professionals whose panel shall be updated in that month/ cycle, shall be updated in the first week of every alternate month tentatively on the website.

4. **Number of applications:** A candidate is allowed to fill maximum two applications, it may be two different posts or single post in multiple districts. However, the two applications should be of similar category only. Viz. a candidate applying for the post of Programmer, can apply for Junior Software Developer but cannot apply for any Networking post.

#### **Conduct of Test & Training- Computer Professional (Apart DEO)**

5. **1<sup>st</sup> test: Domain Knowledge Test**

- It is a computer based Domain Knowledge Test (MCQs) which will have questions relating to various Computer topics and some questions based on the specific domain for which the candidate has filled the application.
- **Validity of 1<sup>st</sup> Test:** If a candidate clears 1<sup>st</sup> test, the same shall be valid for a period of 1 year from the date of notifying the posts/ advertisement.

6. **Conduct of Training:**

a) **Eligibility:** All those candidates who qualify 1<sup>st</sup> test & are found eligible after scrutiny of documents will have to undergo training for respective job role (1 month) before appearing in the 2<sup>nd</sup> test.

b) Candidates applying for categories of similar nature like Programmer, Junior Software Developer, System Analyst etc./ same posts in multiple districts will undergo a single training for the highest post after submitting the fee of Rs.1500/- (refundable).

- **Payment of Security Deposit (per candidate):**

An amount of Rs.1500/- need to be deposited by the eligible candidate as a security deposit after clearing 1<sup>st</sup> test. The same will be refundable on fulfilling following terms & conditions:

a. Candidate has attended the training with a minimum of 75% attendance.

- b. Candidate has cleared the 2<sup>nd</sup> test successfully for which a maximum of 2 attempts will be given. In case, the candidate is not able to clear the exam in 2 attempts, the security deposit amount shall be forfeited.
  - a. Candidate has not damaged any of the hardware/ property of the corporation.
- **Training schedule:**
  - a. Training shall be conducted only on Saturdays and Sundays or on regular basis from Monday to Friday.
  - b. The candidate may opt for the training schedule as per their convenience.
  - c. However, the final schedule will be decided by Hartron depending on the number of candidates and availability of trainers and the same will be binding on the candidates.
  - d. The candidate needs to attend training just after clearing 1<sup>st</sup> test. Training can be deferred on the basis of genuine reasons but for a maximum of 3 months.
  - e. The training for a particular category will only be planned if there are at least 5 candidates available for training.
- **Training Centres:** Training will be conducted at the labs already available in Ambala and Gurugram offices.
- **Duration:** 50 hrs(approx.) to be covered in maximum one month/ four weeks.
- **Batches and time:** The number of batches per day/ week, duration of each batch and the number of trainers will be intimated to the candidates before the start of the training.
- **Attendance:** Attending the training will be compulsory for the candidates (minimum 75%).
- Training will be conducted as per the domain of the post and as per the requirement received from the Departments. However, the process of imparting of training can be discontinued as and when deem suitable by the competent authority.

## 7. 2<sup>nd</sup> test: Practical/ Project test:

- **Eligibility:**All those candidates who have undergone training with a minimum attendance of 75%, will be eligible to appear in the 2<sup>nd</sup> test.
- Those who clear the Part-II of the test for any of the posts/ districts for which they have applied, their training fee may be refunded and the result will be declared. Only candidates having not cleared / passed any of the exam, may be given training again and given one more chance to clear the Part-II of the test.
- **Maximum attempts:** The candidate shall be allowed to undergo training for a maximum of two times and maximum 2 attempts shall be given for appearing in 2<sup>nd</sup> test against a single advertisement.
- After that, if the same candidate applies against the same post within a period of 1 year from the date of 1<sup>st</sup> test, he/she will be eligible to take the training on submission of security deposit & need not to appear in 1<sup>st</sup> test again.

8. **Updation of panel on merit & reservation basis:** The merit shall be prepared by giving equal weightage to 1<sup>st</sup>Domain Knowledge test and 2<sup>nd</sup>practical test/ interaction test.

Panel shall be made for each of the reserved category who shall clear the 2<sup>nd</sup> test, however, they shall be deployed as per reservation roster.

A candidate who has been taken on panel for any post shall not be allowed to apply again for a period of at least 6 months. In case, anyone applies/ appears against the same, he/she will not be taken on panel / deployed again. The candidate shall be responsible to ensure the same.

## 9. Application fees:

i. The application fees for various categories is as under:

General (Male) of Haryana State and Candidates (Male) of all categories including reserved of other states	Female Candidates	Male and Female candidates of Haryana belonging to SC/BC/EWS/ESM category	PWD (Person with Disability) of Haryana
300/- + GST	150/- + GST	75/- + GST	NIL

ii. The issue date of the relevant documents of the reserved category shall be prior to the date of application.

## Reservation:

1. Benefit of reservation to the persons of reserved category will be as per Haryana Government instructions contained in letter No. 22/10/2013-1GS-III, dated 15.07.2014 and thereafter issued from time to time upto the date of advertisement shall be applicable.
2. The short listing of candidates shall be done on the basis of particulars and reservation category filled in online application form for which the candidate has the supporting documents as on last date of submission of application. In absence of documentary evidence or mismatch in claimed category, candidature of candidate shall be considered under General category/Parent category, subject to his/her fulfilling eligibility in General category/Parent category.
3. The benefit of reservation will be given only to those SC/BCA/BCB/EWS/PwD and ESM candidates who are bonafide resident of Haryana State and submit the application against reserved category posts and have the documents in support thereof as on last date of submission of application.
4. The SC/BCA/BCB/EWS/ESM/ESP and PwD (Person with Disabilities) candidates are required to submit SC/BCA/BCB/EWS/ESP and PwD (Person with Disabilities) Certificate duly issued by the competent authority (before the last date of submission of application) when called upon to do so by the Corporation.
5. EWS certificate which is as per the conditions laid down by Haryana Government and applicable for jobs in Haryana Government issued on or before cut-off date shall only be considered. EWS certificate issued for jobs in Central Govt. will not be considered irrespective of income mentioned in certificate.
6. Qualifications and other term and conditions of eligibility will be determined with regard to the last date fixed for receipt of online applications also termed as closing date.
7. If on verification at any stage, it is found that any candidate does not fulfill any of the eligibility condition or it is found that the information furnished is false or incorrect, his/her candidature will be cancelled and he/she will also be liable to be criminally prosecuted. This is irrespective of whether the candidate was benefitted in his/her application from that particular eligibility condition or not.
8. No Individual information at any stage shall be sent and hence all candidates should regularly visit the Hartron's Website & Public Notices in different Newspapers.
9. Benefit of reservation to Ex-Serviceman & their family members will be as per Government Instructions bearing No. 12/15/2019-4GS-II dated 09.03.2022 and 13.04.2022 or as amended from time to time upto the date of advertisement.
  - A. An ex-serviceman who himself/herself or his/her family member has already secured employment in civil service on regular basis in any Department/Board/Corporation/University etc. under the State Government with availing the benefit of reservation -

- i. he/she himself/herself shall not be entitled to avail the benefit of reservation in civil service for any subsequent appointment in any Department/Board/Corporation/University etc. under the State Government. However, the benefit of age relaxation for securing another employment in a higher pay scale or post shall remain continue and
  - ii. his/her family member shall also not be entitled to avail the benefit of reservation against the posts reserved for ex-servicemen.
- B. An ex-serviceman who himself/herself has already secured employment in civil service on regular basis in any Department/Board/Corporation/University etc. under the State Government without availing the benefit of reservation in such case he/she himself/herself or one of his/her family members (son, daughter or spouse) will be entitled to avail the benefit of reservation:
  - i. where an ex-serviceman who himself/herself is eligible to avail the benefit of reservation under these instructions but he/she does not want re-employment in civil service in such case one of his/her family members (son, daughter or spouse) will be entitled to avail the benefit of reservation.
- C. If an ex-serviceman applies for various vacancies before joining any civil employment, he/she can avail the benefit of reservation as ex-serviceman for any one of the subsequent employments. However, to avail of this benefit, an ex-serviceman as soon as he/she joins any civil employment should give self-declaration/undertaking to the concerned employer about the date-wise details of applications for various vacancies for which he/she had applied for before joining the initial civil employment. Further, this benefit would be admissible only in respect of vacancies which are filled by direct recruitment and wherever reservation is applicable to the ex-servicemen.
- D. The family members of martyr military personnel shall be entitled to exercise an option either -
  - i. to avail the benefit of reservation up to two family members; or
  - ii. to avail the benefit of compassionate appointment to one of the family members under the Ex-gratia Policy namely Compassionate Appointment to family member of Martyr Armed Forces Personnel Policy notified by Government from time to time.
- E. The priority list for recruiting agency for preparation of final list of selection/appointment of ex-servicemen or their family members against the posts reserved for ex-servicemen shall be as under:-
  - i. disabled ex-servicemen, the post(s) for which they are physically fit;
  - ii. failing (i), family member of disabled ex-servicemen;
  - iii. failing (ii), other ex-servicemen who are eligible to get the benefit of reservation under these instructions:



- iv. failing (iii), family member of other ex-servicemen who are eligible to get the benefit of reservation under these instructions.
  - F. Disabled ex-serviceman means a person who has been released from military service due to disability attributable or aggravated due to military service. An exserviceman shall not be treated disabled one who has been released from military service not on account of his/her disability but has been released in the normal course after the completion of his/her term or retired from military service voluntarily.
  - G. Both the reservations are horizontal, therefore, a disabled ex-serviceman who is selected against the post reserved for ex-serviceman will not be counted against the post reserved for PwD.
  - H. In all circumstances the benefit of reservation against the posts reserved for Exservicemen shall be admissible at the time of final selection list only and not at the time of preliminary test, main test or interview.
  - I. An ex-serviceman who have been discharged from military service by way of dismissal, misconduct or inefficiency neither he/she himself/herself nor his/her family members shall be entitled to avail the benefit of reservation in civil service.
10. As per Instruction No.12/15/2019-4GS-II dated 13 April 2022 of Haryana Government Human Resource Department (General Services-II Branch), if an Ex-servicemen applies for various vacancies before joining any civil employment, he/she can avail the benefit of reservation as ex-serviceman for any one of the subsequent employments. However, to avail of this benefit, an ex-serviceman as soon as he/she joins any civil employment should give self-declaration/undertaking to the concerned employer about the date-wise details of applications for various vacancies for which he/she had applied for before joining the initial civil employment. Further, this benefit would be admissible only in respect of vacancies which are filled by direct recruitment and wherever reservation is applicable to the ex-servicemen.
- In the above said instructions the benefit of reservation has been allowed either to the Ex-serviceman himself/herself or one of his family members (son/daughter/spouse) therefore the provision of selection of any one post out of the posts for which application(s) was/were submitted before joining service shall also be applicable to the family members where they are eligible to avail the benefit of reservation under the above said instructions. In other words, above shall also be applicable to the family members of Ex-servicemen also.
11. Family member of ESM candidates of Haryana claiming benefit must have valid eligibility certificate on last date of submission of online application and shall produce the valid Eligibility Certificate from the concerned Zila Sainik Board at the time of test. ESM candidates should also produce attested photo copy of Identity Card issued by concerned Zila Sainik Board & Discharge certificate/Book. Disabled ESM shall produce disability certificate and family

member of Martyr produce relevant certificate/Battle Casualty certificate which proves the Martyr status.

12. Benefit of reservation to the children/grandchildren of Freedom Fighters will be as per Government Instruction No. 22/49/2021-1GS-III dated 27.10.21 and 26.04.2022. Children/Grand Children of Freedom Fighter shall be required to have the Certificate duly issued by the respective competent authority.
13. Hartron can direct the ESM candidates to provide suitable information along with the affidavit to avail the benefits.
14. If for any post, reserved category of post is not advertised then the candidate of reserved category can apply for general category post and he/she will be shortlisted in General category only on the basis of merit.

#### **Provision of Compensatory Time to Persons with Benchmark Disabilities:**

As per the guidelines issued by the Department of Empowerment of Persons with Disabilities under Ministry of Social Justice & Empowerment, following facilities will be made available to Persons with Benchmark Disabilities:

1. In case of Data Entry Operators, compensatory time of 5 minutes may be given who are eligible for getting scribe and for rest of the positions; 20 minutes per hour may be given to the candidates who are eligible for getting scribe.
2. The PwD candidates who have availed the facility of compensatory time shall be deemed to have availed benefit of relaxation and must produce relevant documents for the eligibility of compensatory time when called upon to do so by the Corporation. Failure to produce such supporting documents will lead to cancellation of their candidature for the examination.

#### **Special Instructions:**

1. HARTRON can increase or decrease the number or break up of already advertised posts anytime till the date of recommendation on the basis of change of requirement.
2. A person with disability selected on his/ her own merit can be appointed against an unreserved vacancy provided the post is identified suitable for Persons with Disability of relevant category and he/she has not availed any benefit of relaxation.
3. Success in the examination confers no right of deployment unless the Corporation/ concerned Department is satisfied after such enquiry/ interaction as may be considered necessary that the candidate is suitable in all respects for deployment.
4. Candidates will be considered in Open/General or parent vertical category on the basis of merit in the final result only and not at any preliminary stage provided they have not taken any benefit/relaxation.
5. Read the complete advertisement very carefully as all the applicants are bound by the terms and conditions mentioned wherein after submission of application.
6. All rules/instructions prevailing on cut-off date shall be applicable.

7. All candidates are given sufficient time to go through the advertisement and all relevant rules/instructions before filling-up form and submitting the same so that no dispute arises thereafter.
8. Any candidate who applies and claims under horizontal reservation but cannot provide documentary evidence to prove the same shall be considered under his main reserved/general category, as the case may be, subject to fulfilment of eligibility conditions under the main category.
9. All notice pertaining to empanelment of Computer Professionals shall be displayed on Hartron's website. Therefore, all applicants are advised to visit the website for information and updation as no individual information shall be given to a candidate.
10. All candidates should fulfill the qualifications on cut-off date i.e. all candidates should possess the certificates issued by the competent authorities prior to cut-off date. If a candidate claim eligibility on account of equivalent qualification, he should provide equivalency certificate from the competent authority of university etc. at the time of test. The equivalency certificate shall be considered by the officials and the decision so taken shall be binding on the candidates.
11. Candidates are advised to go through terms and conditions mentioned on the admit card carefully before they appear in test.