

Himachal Pradesh  
Public Works Department

No. SE/XI/EA-II/Cook/Helper/2022:  
To

10566-620

Dated: 04-10-2022

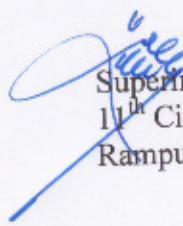
The Director,  
Information and Publication Department,  
H.P. Secretariat Shimla- 171002  
e-mail [dprh.@himachal.nic.in](mailto:dprh.@himachal.nic.in)

Subject: Regarding notice of vacancies of Para Cook and Para Helper (Lok Nirman).

Sir,


Enclosed please find herewith a soft copy as well as copy of PDF notice of vacancies of Para Cook and Para Helper (Lok Nirman) for publishing in daily leading Newspapers i.e in Hindi and English published from local news papers as well as in one National Newspaper in one insertion. As the matter is of urgent nature, you are requested to kindly get it and published earliest copy of its publication in newspapers may be sent to this office for necessary action.

Yours faithfully

  
Superintending Engineer  
11<sup>th</sup> Circle, HP.PWD.,  
Rampur Distt. Shimla

Copy forwarded for information to:-

1. The Principal Secretary (PW) to the Govt. of Himachal Pradesh Shimla.
2. The Engineer-in-Chief, HPPWD, Shimla.
3. All the Chief Engineers (except Elect. & Mechanical) in HPPWD.
4. All the Superintending Engineer (except Elect. & Mechanical) in HPPWD.
5. All the Executive Engineer (except Elect. & Mechanical) in HPPWD.
6. The Executive Engineer (IT), Nirman Bhawan, Nigam Vihar, Shimla-II.
7. Copy to Amar Ujala for ensuring wide publicity.

  
Superintending Engineer  
11<sup>th</sup> Circle, HP.PWD.,  
Rampur Distt. Shimla



**HIMACHAL PRADESH  
PUBLIC WORK DEPARTMENT**

**OFFICE OF: SUPERINTENDING ENGINEER 11<sup>TH</sup> CIRCLE HPPWD RAMPUR BSR.**

**#NOTICE#**

Applications are invited from the eligible applicants as per eligibility criteria notified by the Principal Secretary (PW) to the Government of HP vide Notification No. PBW-A-B (1)-1/2022 dated 30.09.2022 for the posts of Para Cook and Para Helper (Lok Nirman) in HP PWD and further approval conveyed by the Engineer-in-Chief, HP.PWD Shimla-2 vide letter No. PWE-133-11-Para Cook/ Helper (Lok Nirman) ES-III- 8324-50 dated 01.10.2022, on the prescribed application forms for recruitment to the post of Para Cook and Para Helper (Lok Nirman) in HPPWD either in Hindi or English along with self-attested copies of relevant supporting documents on the following terms and conditions. The application should reach in the office of concerned Executive Engineer, HPPWD Divisions on or before **20.10.2022**. The applications received after last date or found incomplete shall not be entertained and will be rejected. The applicants should mention their mobile number, if any, in the application form. No. TA/DA Shall be payable to the applicants for appearing in skill test.

Sr. No.	Name of Division	Numbers of Posts to be filled up	
		Para Cook (Lok Nirman)	Para Helper (Lok Nirman)
1.	HPPWD Division Rampur	11	18
2.	HPPWD Division Nirmand	8	13
3.	HPPWD Division Kumarsain	7	10
4.	HPPWD Division Karchham	6	9
5.	HPPWD Division Kalpa	12	21
6.	HPPWD Division Kaza	10	14
<b>Total Vacancy under 11<sup>th</sup> Circle HPPWD Rampur</b>		<b>54</b>	<b>85</b>

**1. Eligibility: -**

Only such candidates shall be eligible to apply for the post of Para Cook and Para Helper (Lok Nirman) who is: -

1. Citizen of India.
2. Bonafide Himachali.
3. Of a Sound Mind.
4. No family member of the candidate(s) should be in kind of Government/PSU/Board job.
5. Have never been involved in any Act of Criminal nature.
6. Medically fit to perform duties.
7. Permanent resident of the concerned HPPWD Circle.

**2. Education Qualification: -**

**Para Cook: -** The candidate should have passed Matriculation examination from a school/ Institution situated within Himachal Pradesh. The condition of passing 10<sup>th</sup> from Himachal School shall not be applicable to Bonafide Himachali.

3. The candidate should possess at least 6 months diploma in cooking from Food Production Institutes or Hotel management institute of repute including State Institute of Hotel Management (SIHM), Institute of Hotel Management (IHM) etc. or 5 (Five) years experience in cooking from duly registered public/private institution.

**Para Helper: -** The candidate should have passed Matriculation examination from a school/Institution situated within Himachal Pradesh. The condition of passing 10<sup>th</sup> from Himachal School shall not be applicable to Bonafide Himachali.



**Desirable: -** Knowledge of customs, manners & dialects of Himachal Pradesh.

**4. Age Criteria: -** The candidate shall be between the age of 18 to 45 Years.

**5. Applications: -** The candidates will have to apply on format prescribed, along with self-attested photo copies of certificates to the concerned Executive Engineer of the Division who will compile all the applications received on or before the prescribed last date. The documents of the applicant shall be verified with the originals at the time of counselling. The concerned Executive Engineer will send a copy of such complied list of applicants to the Superintending Engineer of the Circle.

List of documents requirement to be attached with application form: -

1. Adhar Card (For identity proof and residence proof).
2. Certificate of age proof (The birth certificate issued by Municipal or Panchayat or Middle School certificate from the recognized school last attended or Matriculation certificate as the case may be, shall be treated as valid document, Rule-172 of HPFR,2009).
3. Certificate of Himachali Bonafide. (Issued by SDO (Civil)/Tehsildar/Naib Tehsildar).
4. Certificate to the effect that no family member of the candidate is in Government/PSU/Board job (Issued by SDO (Civil)/Tehsildar/Naib Tehsildar).
5. Class 10<sup>th</sup> (Matriculation) marks sheet/certificate of passing-educational qualification.
6. BPL certificate (if applicable) (issued by the concerned Gram Panchayat on the prescribed format with reference Number and date of issuance duly signed by concerned Panchayat Secretary/Sahayak & countersigned by concerned Gram panchayat Pradhan and attested by the BDO concerned and in case of Urban area by Commissioner in Municipal Corporation, Executive Officer in Municipal Council, Secretary in Nagar Panchayats).
7. Experience certificate (if applicable). (Experience should be in a registered public/private institution and should be issued by the competent authority of the organization. Experience certificate must contain office reference number /dispatch number and date. Experience should be related to the post applied for).

**6. The distribution of marks shall be as under: -**

1.	Academic marks. (percentage of marks obtained in Matriculation (10 <sup>th</sup> ) to be calculated out of 5(five) marks, for example, a candidate getting 50% marks in matriculation examination will be given 2.50 marks ( $50 \times 0.050 = 2.50$ )	5 Marks
2.	Experience in related filed Note:- Candidate(s) having 6 months diploma in cooking/Food and beverage service from a recognized institute like Food Production Institutes or Hotel Management institute of repute including State Institute of Hotel Management (SIHM), Institute of Hotel Management (IHM)etc. will be given 2 full marks.	2 Marks
3.	Belonging to BPL family on production/ submission of certificate as prescribed in this notification or notified by the Government of Himachal Pradesh from time to time.	1 Marks
<b>On the basis of above 8 marks (point No. 1 to 3), the committee will short list 3 times of the requirement and only they will be called for skill test.</b>		
4.	Skill Test (Engineer-In-Chief HPPWD will separately issue guidelines for the test).	2 Marks
<b>Total:-</b>		<b>10 Marks</b>
<b>Candidate short listed on the basis of above process shall finally be selected on the production of medical fitness by a Medical Board of a Government of HP Medical Institution.</b>		



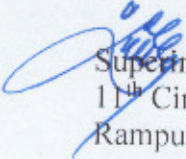
**7. Roles and responsibilities: -**

All cooking and food service related duties in the Rest House/Circuit House including: -

- a) To service meals to the guests at the designated hour in hygienic conditions.
- b) To clean the kitchen and utensils and store the utensils in a hygienic condition.
- c) To help in procurement/transportation of material for cooking and service.
- d) Any other cooking/cleanliness related miscellaneous job assigned.

**8. TERMS AND CONDITIONS OF SERVICE: -**

- a) The selected incumbent will be paid honorarium at the rate of Rs. 9000/- PM for Para Cook and Rs. 5500/- PM Para Helper.
- b) Keeping in view the nature of work, the Cook/helper should attend the duties on all days including Gazetted Holidays for fixed number of hours.
- c) Continuous absence beyond 7days from duties without approval of competent authority shall automatically lead to the termination of the services of the authority shall automatically lead to the termination of the services of the Cook/Helper. The Cook/ Helper will not be entitled for any wages/remuneration for the period of absence.
- d) The Cook/Helper should be medically fit and free from any contagious disease subsequently, his appointment will be terminated.
- e) Unsatisfactory performance may result in termination of appointment by passing an order. The process of termination shall however not be completed unless at-least 3 notices have been served upon the incumbent on a specific charge and there has been no improvement in service delivery. The concerned Junior Engineer would have to substantially put down in written the reasons for such termination and this would need to be countersigned by concerned Assistant Engineer based on record/ technical reasons.
- f) The candidates appointed as Para Cook/Para Helper (Lok Nirman) will have no right claim for regularization as regular employee of the State Government.
- 9. The Government of Himachal Pradesh shall have the right to relax/amend any of the terms and conditions/ provisions mentioned in the above scheme/policy in public interest.

  
Superintending Engineer,  
1<sup>st</sup> Circle HP.PWD.  
Rampur Bushahr.



## APPLICATION FORM

Name of Circle/ Division		
Post Applied for	Para Cook/Para Helper (Lok Nirman)	
Name of Candidate		Past post size Photograph to be affixed.
Father's Name		
Date of Birth		
Permanent Home Address		
Address for Correspondence		
HPPWD Home Circle of the applicant (Strictly as per permanent address mentioned above)		
Address for Correspondence		
Documents as mentioned at Point No-4 of the notice be attached.		
Mobile No. (If any)		

Date.....

Signature of Applicant

Place.....