



03. Scheme of Examination & Mode of selection:-

Sr. No.	Name of Post	Scheme of examination & Mode of Selection
1	L.D.C.	A) Lower Division Examination will consist of two parts viz.: <b>Part I</b> : The written test will consist of one paper of 200 marks containing four Parts (i) English Language, (ii) General Intelligence & General Aptitude (iii) Numerical Aptitude & (iv) General Awareness. Each question shall carry one mark. The questions in all the four parts will be of objective type (multiple choice) ones. The examination will be of 3 (three) hours duration. <b>Part:II</b> : Skill Test: The Corporation reserves the right to admit only that much candidates as considered necessary by it for skill test in knowledge of Computer including use of Office suites and data bases with typing speed of 40 words per minute in English or 35 words per minute in Hindi, based on the performance of candidates in Part-I written test. Final selection of candidate will be on the basis of performance of candidates in Part-I & Part-II of the examination.
2	Peon	The selection will be on the basis of a written test. The maximum marks of the written test will be 100 (one hundred), out of which 70 (seventy) marks will be for objective type Questions/Multiple Choice Questions related to General Awareness, General intelligence, Arithmetic Ability, General English & Hindi. 15 marks each in English & Hindi languages will be for descriptive type questions.

04. Fee & Mode of Payment:-

Name of Post	Category	Fee	Postal Charges	Total
LDC/Peon	Genl./OBC	50	25	75
	SC/ST/PH/EXSM/Deptt. Candidate	Nil	25	25

- Fee is payable in form of Demand Draft/Banker Cheque drawn on State Bank of India in favour of ESIC Fund Account No. I, R.D., H.P. payable at Himachal Pradesh only.
- Fee paid in any other mode will not be accepted.
- Candidates must write his/her name and address on the back of the Demand Draft.
- Fee once paid will not be refunded under any circumstances.**
- Demand Draft/Banker's Cheque should be drawn on state Bank of India on or after publication of the advertisement.

05. How to apply:- Application in the prescribed form given below may be submitted in the envelope super scribed "Application for the post of \_\_\_\_\_" at the following address:-

**Regional Director  
Regional Office, ESI Corporation,  
ESI Hospital Complex,  
Sector-2, Parwanoo (H.P.) 173220**

The following documents should be attached with the application form in the order given below:-

- Duly signed application form in the prescribed format.
- Two copies of recent passport size photographs duly attested by a Gazetted Officer with one photograph pasted on the application form.
- Attested copies of certificates and testimonials in proof of age/date of birth/educational qualification/caste/experience etc.
- Attested copy of community/status certificate in the prescribed form in respect of candidates belonging to SC/ST/OBC/PH/Ex-servicemen category. Candidates claiming reservations/age relaxation on grounds of belonging to OBC should submit the community certificate as prescribed vide Govt. of India, Department of Personnel and Training OM No. 6012/22/93- Estt. (SCT) dated 8.9.93 and modified vide GOI, DOT's OM No. 6033/3/2004-EST (Res) dated 9.3.04 failing which the benefit of reservation or age relaxation will not be given.
- Two self-addressed envelopes of the size 23 cms × 10 cms.
- Demand Draft/Banker's Cheque drawn in favour of ESIC Account No.-I, R.D., H.P.

**Note:I** The application and other documents should be arranged in the above order as from A to F above one below the other, and tightly tagged or stapled on the left hand side of the top corner.

**Note:II** Demand Draft /Banker Cheque should not be tagged or stapled, but should be pinned or clipped at the top of the application form.

**Those candidates who are employed in Govt./Semi-Govt./Autonomous bodies etc. should send their applications "Through Proper Channel". However, they may send an advance copy of their application alongwith Demand Draft/Banker's Cheque, certificates and testimonials so as to reach this office on or before the last date.**

06. "Last date of receipt of application is 20.09.2010 by 5.00 PM (Last date for receipt of application from candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti District and Pangi sub -Division of Chamba District of Himachal Pradesh , Andaman and Nicobar Island and Lakshdweep will be 04.10.2010".

**The Application Form duly filled in with necessary enclosure is to be sent by**

**Registered/Speed Post to the address as mentioned under clause 05 above.**

**The date and venue of examination shall be informed later.**

**The Application Form can also be downloaded from ESIC website i.e. [www.esic.nic.in](http://www.esic.nic.in)**

**07. General Conditions:-**

- i) A candidate should submit one application only for a particular post. Submission of more than one application for a particular post may lead to rejection of all such applications received.
- ii) Mere submission of application does not confer any right to be called for written test.
- iii) Application Form should be submitted in the prescribed Form only. The application form should be filled up in Block/Capital Letters in candidate's own handwriting.
- iv) Application should be sent in a cover super-scribed "Application for the post of \_\_\_\_\_ in ESI Corporation, Himachal Pradesh Region" by Registered post/speed post so as to reach the Regional Director, Regional Office, ESI Corporation, ESI Hospital Complex, Sector-2, Parwanoo (H.P.) 173220 , latest by the stipulated date.
- v) Incomplete/unsigned applications and applications received without photographs, examination fee, attested copies of required certificate such as educational qualification, caste/community certificate etc. and those received after the prescribed last date will summarily be rejected without any communication to the candidate.
- vi) Candidates shall be considered only against the vacancies available in the State of Himachal Pradesh. Hence, anyone selected/appointed against such vacancies shall liable to be posted anywhere in the state of Himachal Pradesh.
- vii) No TA/DA will be paid to any candidate including SC/ST candidate for appearing in the written test/skill test.
- viii) Wrong declarations/submission of false information or any other action contrary to law shall lead to cancellation of the candidature/appointment at any stage.
- ix) Submission of application does not vest to the candidate any right to be called for written test/other related test.
- x) No interim correspondence will be entertained.
- xi) Examination for all the two (2) category of posts i.e. L.D.Cs & Peon may be conducted on the same day at the same or different venue.

**CAUTION:- Canvassing in any form will be a disqualification and shall lead to cancellation of the candidature.**

**REGIONAL DIRECTOR**

**APPLICATION FOR THE POST OF**

Affix passport size  
photograph duly  
attested by Gazetted  
Officer

self sign of candidate inbox

01. Name in full (in Block Letters) : \_\_\_\_\_  
\_\_\_\_\_
02. Father/Husband's Name : \_\_\_\_\_
03. (a) Amount of Fee : \_\_\_\_\_  
(b) Demand Draft No. : \_\_\_\_\_  
(c) Name of Issuing Bank & Branch : \_\_\_\_\_
04. Date of Birth in Christian era : \_\_\_\_\_  
(In figures and in words) \_\_\_\_\_
05. Are you a citizen of India by : \_\_\_\_\_  
Birth and/or domicile? \_\_\_\_\_
06. Permanent Address (in Block letters) : \_\_\_\_\_  
with PIN code No. \_\_\_\_\_  
\_\_\_\_\_
07. Mailing Address (in Block Letters) : \_\_\_\_\_  
With PIN Code Number \_\_\_\_\_  
\_\_\_\_\_
08. Category you belong to : \_\_\_\_\_  
Code of category (GEN/ST/OBC/PH/EXSM)  
(GEN-01,ST-03, OBC-04, PH-05, EXSM-06)

--	--

