C I R C U L A R

Subject: **Regarding recruitment of Junior Swimming Coach**

List of eligible/not-eligible applicants applied for the post of Junior Swimming Coach against the advertisement dated 15.03.2024 is as under:-

Sr. No.	Name & Address of applicant	Remarks/ Eligible/ Not Eligible
1.	Sh. Anil, S/O Sh. Dharmpal	Eligible Valid ICT Certificate not attached
2.	Sh. Navdeep Singh S/O S. Malkit Singh	Eligible ICT Certificate not attached
3.	Sh. Mohit Rawat S/O Sh. Arjun Singh Rawat	Eligible ICT Certificate not attached
4.	Sh. Heman S/O Sh. Murti Yadav	Eligible ICT Certificate not attached
5.	Sh. Bharat S/O Sh. Yad Ram	Eligible ICT Certificate not attached
6.	Sh. Sutantar Singh S/O Hardeep Singh	Eligible ICT Certificate not attached
7.	Sh. Ranbir S/O NandKishor	Eligible ICT Certificate not attached
8.	Sh. Rajat Rajora S/O Om Prakash Rajora	Eligible ICT Certificate not attached
9.	Sh. Tensubam Telheiba Meetei S/O Sh. Tensubam Thouba	Eligible ICT Certificate not attached
10.	Sh. Yumlesban Surjit Singh S/O Y Shamungou Singh	Not Eligible Due to non-Coaching Diploma and Overage
11.	Harmanjeet Singh S/O S. Harpreet Singh	Eligible ICT Certificate not attached
12.	Smt. Anuriti D/O Sh. Surender Singh	Not Eligible Due to non-completion of Coaching Diploma
13.	Sh. Nitish Thakur S/O Sh. Parshotam Singh Thakur	Eligible ICT Certificate not attached
14.	Sh. Mahavir Parsad S/O LT. Sh. Satbir Singh	Eligible ICT Certificate not attached

The written test for the recruitment of Junior Swimming Coach is to be conducted soon as per the following criteria:-

Written Examination (Qualifying marks required=38)	75 (Max)
General Knowledge	05
General Knowledge related with Sports	05
Sports Sciences Examination	15
Game specific Examination	50

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Joint Director Sports
Chandigarh Administration

No. 28/69-IH(12)/Pers. & Trg.-2019/ ठ'० ० ६
Chandigarh Administration
Department of Personnel & Training

Chandigarh, dated the 20|5|19

To

All the Administrative Secretaries/
HoDs/ Boards/ Corporations
Chandigarh Administration.

Subject: Mandatory basic ICT Skills training for the officers/ officials of Chandigarh Administration – clarifications regarding.

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Sir/Madam

I am directed to refer to this Administration's letter No. 28/69-IH(12)-2018/16687 dated 08.08.2018 on the subject noted above and to state that various departments have been seeking clarifications for making provisions of mandatory ICT Skills training in recruitment rules of different cadres at entry level. The matter has been reconsidered by this Administration and following points are clarified :-

i) The following ICT skills courses are mandatory for all fresh recruitments (Entry Level) and promotions/increments for all posts in the Chandigarh Administration :-

Sr. No.	Name of the course	Group
1.	Awareness in Computer Concepts (ACC) – 20 hours OR Basic Computer Concepts (BCC) – 36 hours	D
2.	Course on Computer Course (CCC) – 80 hours	C
3.	CCC+ - 126 hours - 200 hours	A & B

ii) To make necessary amendments in all the recruitment rules of different service cadres for making the provisions of mandatory ICT skills at entry level as well as in-service officers/officials for promotions and increments with the approval of competent authority.

iii) The candidates who have Certificate/ Diploma/ Bachelor's OR Master's Degree in Computer Science from any recognized Institution/ University shall be exempted from ICT Skills course.

iv) The candidates at entry level will submit the certificates of ICT Skills Course from a Govt. recognized institution OR a reputed institution which is an ISO 9001 certified OR Department of Electronics Accreditation of Computer Course (DOEACC) of Govt. of India OR from NIELIT and its authorized institutions at the time of their appointment.

v) The officers/ officials (Group-A,B,C&D) shall undergo for ICT skills courses for promotion/ increments as per instructions issued by this Department vide letter No.28/69-IH(12)-2018/16687 dated 08.08.2018.

vi) The employees who have crossed the age of 55 years and Drivers, Malies, Beldars, Sweepers, Lift Operators, Guards and Masons etc. are exempted from undergoing the ICT skills training.

vii) The faculties of Computer Science & Engineering as well as employees who already have certificates/ diplomas in Computer Skills are also exempted from undergoing the said ICT skills training.

Yours faithfully,

Harish

Special Secretary Personnel & Training
for Secretary Personnel & Training
Chandigarh Administration