

HYDROCARBON SECTOR SKILL COUNCIL

(New Delhi)

Hydrocarbon Sector Skill Council (HSSC), a Society registered under the Societies Registration Act, 1860 invites applications from interested candidates for the following positions in the Council.

- Assistant Manager / Manager – Affiliation & Training Delivery (1 each)
- Assistant Manager / Manager – Standards & Assessment (1 each)
- Executive – IT/FMS, Finance & Accounts and Operations (1 each)

Only eligible candidates may apply online

IMPORTANT DATES:

Opening date of Website Link for Online application	22 nd September 2018 (8.00 a.m.)
Last date for filling up of the personal data in the online form and submission	20 th October 2018 (midnight)

In case of any situation beyond control, these dates may be changed at any time. Information about such changes (s), if any, will be given on the HSSC website. Candidates are advised to remain in touch with the website for information regarding this recruitment process and changes in the schedule, if any.

GENERAL INSTRUCTIONS

Before registering their applications on the link given at HSSC website i.e. www.hsscindia.in, the candidates should possess the following:

- a) Valid e-mail ID, which should remain valid for at least one year.
- b) Candidates should have latest passport size photograph (jpg or jpeg file only) and signature in digital format (jpg or jpeg file only) for uploading with the application form.
- c) Scanned copies of the documents such as 10th marksheet, 12th marksheet, birth certificate, educational qualifications, work experience etc for uploading during online application process in the prescribed format and size.
- d) Eligible candidates can apply for more than one post. However, same e-mail id will not be accepted if applying for more than one post.

GENERAL TERMS & CONDITIONS

1. Only Indian Nationals are eligible to apply.
2. The vacancies advertised are tentative. HSSC reserves the right to cancel/restrict/enlarge/modify the requirements advertised, if need so arise, without assigning any further notice or assigning any reason thereto.
3. Court of jurisdiction for any dispute will be at Delhi.
4. Candidates are advised to regularly visit HSSC website for updated information on the selection process. Any corrigendum/addendum/errata in respect of the above advertisement shall be made available only on our website www.hsscindia.in.

5. The candidates short-listed for test / interview will be informed by e-mail on their registered e-mail id.
6. Original certificates should be produced only at the time of interview.
7. Canvassing in any form shall be considered a disqualification for employment in the HSSC.
8. The decision of the Competent Authority of HSSC in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centers and subsequent selection will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.
9. Success in the examination confers no right of appointment unless it is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects of appointment to the service/post.
10. Those who apply directly without submitting application online will not be accepted only online.
11. The following documents are required at the time of interview:
 - a. Original certificates/degrees/diplomas in support of proof of age, educational/professional qualification and experience
 - b. Salary certificate/slip from the present employer
 - c. In case the candidates are unable to produce the above relevant documents, they are not likely to be interviewed by the Selection Committee.
12. Decision of HSSC in allotment of test centre shall be final and no change will be entertained. However, preferences of candidates will be considered.
13. The interviews will be held in New Delhi
14. No TA/DA will be admissible for attending the online test and interview.

Technical Assistance

For Application form related query (only technical), Please Contact to 0120-4133935
Timing 10 AM To 5 PM. Or E-mail to info@hsscrecruit.go4itest.com.

Note: *Those who are applying for the above post have to submit their applications through online portal only and print out of the application and admit card along with the copies of the Certificates (self-attested) be retained for submission to the HSSC office at the time of interview for verification of documents with Originals.*