



Haryana State Electronics Dev. Corpn. Ltd.  
SCO 111-113, Sector 17-B, Chandigarh. 160017  
Ph. 0172-2701682, 2706422

**Hartron/ICTET/2023-24/09**

**Requirement of Computer Professionals on job work basis**

Hartron invites online applications for updation of panel of following Computer Professionals on Job Work Basis as per State Reservation Policy.

#	Location	No.
<b>Category - Data Entry Operator</b>		
1	Nuh (Local resident)*	20
2	Faridabad	10
3	Hisar	10
4	Jhajjar	10

\*Only candidates having valid resident proof of Nuh can apply for this post and the same will be checked before appearing in the test, otherwise his/her candidature will be cancelled.

For more details and updates, please visit our website [hartron.org.in](http://hartron.org.in). Interested candidates can apply online from **10.02.2024** to **19.02.2024** on Hartron's website. The test will be held at HMSDC, Gurugram & Ambala centre. The panel shall be valid for a period of two years from the date of publishing of result on Hartron's website. Hartron reserves the right to extend the panel, if required.

Merely clearing the test & making it to the panel, doesn't guarantee deployment. The Candidate shall be deployed on receipt of confirmed requirement from indenting organization.

Candidates may download the admit card from the website. No communication will be sent to individuals separately.

MD/AMD, HARTRON reserves the right to vary/cancel any or all the positions based on the requirement, without assigning any reason.

**Additional Managing Director**

#	Position	District	Total positions	GEN	GEN (ESM)	EWS	SC	SC (ESM)	BCA	BCA (ESM)	BCB	BCB (ESM)	Grand Total	PWD
1	Data Entry Operator	Nuh	20	8	2	2	3	1	2	1	1	0	20	1
2	Data Entry Operator	Faridabad	10	5	0	1	2	0	2	0	0	0	10	0
3	Data Entry Operator	Hisar	10	8	0	0	1	0	0	1	0	0	10	1
4	Data Entry Operator	Jhajjar	10	4	1	2	0	0	1	1	1	0	10	0

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

<b>Sr. No.</b>	<b>Category</b>	<b>Qualification/Experience</b>	<b>Job Work/ Contract Fee(Rs.)</b>
1.	Data Entry Operator	a) 10+2 (with 50% marks) or Graduation and 'O' Level or One year Computer Course. <p style="text-align: center;"><b>Or</b></p> Three years Diploma in any stream/BCA/B.Sc.(Comp/Sc./IT) <p style="text-align: center;"><b>Or</b></p> Matric (50% marks) with Two years Diploma in Office Management and Computer Applications. <p style="text-align: center;"><b>Or</b></p> Post Matric One Year ITI Course in Stenography/ NCVT in stenography (with 60% marks). b) Data Punching speed of 9000 key depressions per hour or 150 key depressions per minute (30 words per minute).	18,000/-

**Note: For Nuh District Only:** Only Candidates having valid resident proof of Nuh can apply for the post and the same will be checked before appearing in the test, otherwise his/her candidature will be cancelled .