

**CHANDIGARH ADMINISTRATION
FINANCE DEPARTMENT
(SAS Establishment Branch)**

ADVERTISEMENT

Start date for ONLINE submission of application	21.07.2025
Last date for ONLINE submission of application	10.08.2025
Last date for Deposit of fee	12.08.2025
Tentative Date of the Written Test	17.08.2025

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The applications are invited for filling up the 3 posts of Investigator (Group C) in the Statistical Cell, Finance Department, Chandigarh Administration on regular basis in the Pay Matrix Level-2 (19900-63200) as per 7th Central Pay Commission. The other details are as under-

01	Name of the Department	Statistical Cell, Finance Department, 3 rd Floor, Chandigarh Secretariat, Sector 9, Chandigarh.
02	Name of the Post	Investigator
03	No. of Posts	03 (Three on regular basis)
04	Category	UR (General)-2, OBC-1
05	Age	Between 18 years to 25 (Relaxable for Departmental candidates up-to 40 years in accordance with instructions or orders issued by Central Government from time to time)
06	Qualification	Graduate with Economics or Mathematics or Statistics or Agricultural or Commerce or Accounting as one subject Note: The direct recruits have to submit the certificate of training In Information Communication Technology(ICT) Skills of 80 hours at the time of their appointment, as per instructions issued by Chandigarh Administration vide No.28/69-IH(12/Pers.&Trg.2019/17927, dated 25.11.2019.
07	Application Fee	Application fee of Rs.100/-(Rs. One Hundred only) may be charged from the candidates with exception of Women Candidates and Candidates belonging to Scheduled Castes(SC), Persons with Benchmark Disabilities(PwBD) and Ex-Servicemen (ESM) eligible for reservation.
08	Pay Matrix Level	Pay Matrix Level-2 (19900-63200) as per 7 th Central Pay Commission

Eligible candidates may apply at scfd.chdadmnnrectt.in. Applications received after due date shall not be entertained.

Special Secretary Finance, Chandigarh
Administration

SELECTION CRITERIA

Sr. No.	Assessment	Total Marks	Method of Assessment
01	Computation of DATA Analysis	60 Marks	Test will be conducted on objective type question paper by approved recruitment agency.
02	Analytical Writing Skills	40 Marks	Test will be conducted by approved recruitment agency.
	Total Marks	100 Marks	

PROCEDURE TO BE ADOPTED AND OTHER IMPORTANT INFORMATION:

1. While inviting the applications, the candidates will furnish the information in the prescribed format along with supporting documents viz, copies of certificates/degrees/proof of date of Birth/educational qualification/caste/PH certificate etc. duly self-attested;
2. Scrutiny of applications w.r.t. eligibility will be done at the time of counseling. Candidates, who have submitted application successfully and paid the requisite fee, will be allowed to appear in the computation of DATA Analysis and Analytical Writing Skill Written Test consisting of 100 marks which will be conducted at Chandigarh only;
3. The written assessment will carry questions in English Language only and there will be no negative marking;
4. The minimum qualifying bench mark required in the Computer Knowledge and Analytical Writing Test each will be 40% marks;
5. In case of any tie two or more candidates regarding marks obtained in the written test, candidate with higher marks in the essential qualification will be placed higher in merit;
6. No TA/DA will be admissible to the candidates for appearing in the Test/interview;
7. Prior to the appointment, the exercise done will be provisional and no one has right to claim the stake for appointment as such;
8. The following are conditions which may render a candidate ineligible:-
 - a) Wrong/Incomplete information given in the application format;
 - b) Candidates debarred by the UPSC/Other Public Service;Commission's/Any Government Department, agencies, Boards or Corporations;
 - c) Non-fulfillment of any of the eligibility conditions, including those of age, education qualification, category, experience etc. etc.

TERMS AND CONDITIONS

- a) He/ She will be on probation for a period two years from the date of joining which is liable to be extended if his/her act and conduct is not found satisfactory during the initial period of probation as per rules;
- b) He/ She will have to produce medical fitness certificate from the Principal Medical Officer for entry into Government service;
- c) If married, he/she will not have more than one living spouse;
- d) Nothing adverse should be found/reported against him/her including registration of any criminal case or conviction by any court of law within Territories of India after verification of his/her character and antecedents;
- e) All documents on the basis of which he/she has been found eligible for appointment to the said post shall be subject to further verification;
- f) His/her services can be terminated by the competent authority at any time without assigning any reasons during the probation period.
- g) In the event of tendering the resignation by him/her, then he/she is required to submit one month's prior notice or to pay an amount equal to one month's emoluments which includes salary also.
- h) The employee will be covered under New Defined Contributory Pension Scheme or Unified Pension Scheme, as the case may be, including period of probation and he/she will be entitled to

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