

H.P. State Civil Supplies Corporation Limited

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HPSCSC/Admn.3-1/80-V-11258

Dated: 05.09.2022

"OFFICE ORDER"

By virtue of powers vested in it under Service Bye-laws and Clause 17 (i) of Article 133 of the Memorandum and Articles of Association of H.P. State Civil Supplies Corporation Limited, the Board of Directors of the Corporation in its 170th meeting held on 14.07.2022 vide Agenda Item No. 170.11 after recommendations of the Service Committee has approved the amendments in Recruitment & Promotion Rules for the post of Area Manager/Procurement Officers.

Consequent upon the amendment, the Recruitment & Promotion Rules for the post of Area Manager/Procurement Officers in H.P. State Civil Supplies Corporation Limited are amended accordingly as under: -

S. No	Particulars	Recruitment & Promotion Rules
1	Name of the Post	Area Manager/Procurement Officer
2	No. of Posts	9
3	Classification	Class-I
4	Scale of Pay	Pay Band Rs. 10300-34800 + Rs. 5400 GP pre revised/Revised Level-17 of Pay Matrix ₹ 53,600-1,70,100.
5	Whether Selection Post or Non-Selection Post	Selection
6	Age of direct recruitment	Not Applicable
7	Minimum educational & other qualifications required for direct recruitment/transfer/deputation etc.	Graduate with atleast 5 years experience in a responsible capacity in the field of procurement and distribution, management of commercial accounts and personnel matters or MBA with at-least two years experience in responsible capacity in the field of procurement and distribution or management of commercial accounts or personnel matters.
8	Whether age, educational qualification, prescribed for direct recruits will apply in case of promotion.	Not Applicable

9	Period of probation, if any	Two years, subject to such further extension for a period not exceeding one year, as may be ordered by the competent authority in special circumstances and for reasons to be recorded in writing.
10	Method of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of vacancies to be filled in by various methods.	100% by promotion.
11	In case of recruitment by promotion, deputation, transfer, grades from which promotion/deputation/transfer is to made.	i) By promotion from amongst AAM/APO/ Assistant Manager (MSU), Private Secretary with atleast 3 years of service as such. For this purpose a pooled seniority shall be drawn with reference to the date from which they get seniority as such in the Corporation, subject to the inter-se-category wise seniority being maintained. ii) On secondment basis from amongst officers of the State Govt. Department/ Corporations/Boards of the State Govt. holding posts in the equivalent scale of pay.
12	If a departmental promotion committee exists, what is its composition	Managing Director Executive Director GM (Admn.)/General Manager Manager Finance
13	Circumstances under which the H.P.P.S.C. is to be consulted in making recruitment:	Not applicable
14	Essential requirement for a direct recruitment:	Not applicable
15	Selection for appointment to the post by direct recruitment:	Not applicable
15- A	Selection for appointment to the post by contract recruitment:	Not applicable
16	Reservation:	Not applicable
17	Departmental Examination:	Not Applicable
18	Power to Relax:	Not applicable


Managing Director