



SPORTS UNIVERSITY OF HARYANA RAI, SONIPAT

(Established by the State Legislature Act 21 of 2022)

Advt. No. SUOH/Cont./2025/1419

Date: 07.11.2025

Details of the Posts - Eligibility Criteria, Number of Posts, Terms & Conditions etc.

Sl. No.	Name of the Post	No. of Posts	Qualifications	Remunerati on
1.	Office Assistant	04 (UR) 01 (DSC) 01 (BC-A)	Essential: 10+2 with SETC OR 10+2 With Diploma in Computer Applications/Science (Min. 1 Year) Desirable: Proficiency in the operations of Microsoft Office	Rs. 24,600/- per month (consolidated)
2.	Ministerial Assistant	02 UR	Essential 10+2 with SETC OR 10+2 With Diploma in Computer Applications/Science (Min. 1 Year) Desirable: Proficiency in the operations of Microsoft Office, tally etc.	Rs. 24,600/- per month (consolidated)
3.	Hostel Caretaker	01 (UR)	Essential: Graduation Desirable: 2 years relevant work experience	Rs. 35,000/- per month (consolidated)

OTHER TERMS & CONDITIONS

- Age will be reckoned as on the Last **Date of the Advertisement which is 21st November 2025 (05.00 PM)** which shall be as under:
Age relaxation - As per Govt of Haryana Norms
- The candidates are required to submit the Self-attested Copies of their bio-data/resume along with self-attested copies of all certificates of educational qualifications and experience. **Further, the caste certificate is also required for candidates who apply in category DSC/BCA.**
- The University reserves the rights to increase/decrease the no. of posts as per its requirements or to scrap the advertisement process in complete or part thereof at any time, without assigning the reasons.

04. Application Fee for the applied post/s to be submitted through DD (Demand Draft) from any nationalized bank only. DD will drawn in favor of 'Registrar, Sports University of Haryana' and payable at Rai (Sonipat). Details of fee are as under: -

S. No.	Category of Candidates	Fee (in INR)
01	For all persons of Haryana with Benchmark Disability (PwBD) with at least 40% disability	NIL
02	Candidates belonging to OSC, DSC, BC-A (Non-Creamy layer, BC- B (Non-Creamy layer), ESM, EWS and Woman Candidates of Haryana	125/-
03	DESM candidates of Haryana belonging to their vertical category OSC, DSC, BC-A (Non-Creamy layer, BC- B (Non-Creamy layer), ESM, EWS of Haryana	125/-
04	DESM candidates of Haryana belonging to UR Category	500 /-
05	All remaining candidates	500/-

05. The candidate shall be required to submit an undertaking (If applicable) that no disciplinary case/proceedings, inter-departmental proceedings have ever been initiated against him/her. Also, he/she has never been served any charge-sheet or Minor/major Penalty as per the applicable rules of his/her concerned organization in this regard, if applicable.
06. **These engagements shall be in accordance with the T&C as decided/notified by the University. Also, the T&C for the same may be issued from time to time, which shall be binding upon both the parties viz the University and Person(s) engaged on Contractual Basis or Person(s) engaged on Consultancy based assignment.**
07. **These engagements are being made purely on the contractual basis for six months and not against sanctioned posts for the University the same are being proposed on Stop-gap-basis arrangements only and purely requirement basis.**
08. The candidates are advised to visit the University's Website on regular basis as all the related information shall be displayed on the website of the University www.suoh.ac.in from time to time. Hence, all concerned are advised in their own interest as all changes/modifications/notices or addendum/corrigendum, if any, shall be uploaded on the University website.
09. **The University shall conduct a written test/skill test for post at Sr. no. 1 &2**
10. University reserves the right to create panel for the future requirements.
11. The candidates are advised to apply well in time before the **last date 21st November'25 – (05.00 PM)** in the prescribed application form completed in all respect as available on the website www.suoh.ac.in to the address mentioned below: -

The Registrar, Sports University of Haryana, Beeswan Mile, NH- 44, Rai (Sonipat)- 131029 on or before the last date as mentioned above.

Please note that the University shall not be responsible for any Postal Delay/or not delivery the application form etc. in any case as it shall be the sole responsibility of the candidate concerned to ensure that his/her application form completed in all respects has successfully been submitted within the prescribed time limit to the University.

-sd-
(REGISTRAR)



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APPLICATION FORM

(For the Post on Contract Basis)

Note : (i) Do not detach any sheet.
(ii) Fill up all columns of all sheets.

A self-attested colored passport size photograph of the candidate must be pasted here.

Application No. _____
(to be filled by office)

1. **Post applied for**
(Give the full name of the post) : _____
2. **Category of reserved advertised post**
(SC/ST/BC-A/ESM/EWS) : _____
3. (i) **Name in Full**
(in block letters) : _____
(ii) **Gender (Male/Female/Other)** : _____
4. **Present Postal Address** : _____
(in block letters) : _____
: _____
5. **Permanent Home Address** : _____
: _____
: _____
6. (i) **Aadhar No. (desirable, but not mandatory)** : _____
(ii) **Mobile No.** : _____
(iii) **E-mail ID** : _____
7. (a) **Father's Name** : _____
(b) **Mother's Name** : _____
8. (a) **Nationality of Candidate** : _____
(b) **Name of Country, if Foreign National** : _____
(c) **Religion** : _____
9. (a) **Date of Birth** : _____
(b) **Age as on last date of applying** : _____ Year _____ Month _____ Days
(c) **Place of Birth** : _____
(d) **Place of permanent domicile** : _____
(e) **Marital Status** : _____
(f) **Category of Applicant UR/ SC/ST/BC-A/ESM/EWS** : _____



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- (g) Are you fall under ESM category : _____
- (h) Are you fall under Freedom Fighter category : _____
- (i) Are you 'Person with Disability (PwD) : _____
- (If so, attach certificate in support thereof)

10. (a) Name, Designation and Address of the present employer, if any : _____

(b) Have you obtained NOC from your _____

(c) If selected, please state when you can join : _____

11. (a) Name of your mother-tongue : _____

(b) Name the languages (both Indian and Foreign) which you can read, write or speak. Give particulars and state the examinations, if any, passed in each:

Read only	Speak only	Read and speak	Read, write and speak	Examination(s) passed

12. A. Have you ever been prosecuted / kept under detention or bound down/fined, convicted by a Court of Law of any offence or debarred/disqualified by any University, Public Service Commission from appearing at its examinations/selection? Is any case pending against you in any Court of Law at the time of filling up of this application form?

B. Have you ever been charge sheeted in any Departmental Inquiry by you parent employer or previous employer, if any OR Have any minor/major penalty been imposed upon you in the service career? Please specify.

If the answer is 'Yes' full particulars of the case, detention, fine, conviction, sentence etc. should be given.

13. Employment Record:

Designation of post held and description of work	Period From _____ To _____ (Give month & year both)	Pay scale /Pay Level	Pay drawn (Basic pay + allowances except HRA/ CCA)	Full address of office/department	Reason for leaving the post



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14. Details of Academic Qualifications:

Examination					
Name of School or College					
Name of Board or University					
Year of passing					
University. Regd. No.					
Maximum marks					
Marks obtained					
Percentage marks					
Division					
Subjects					
Medium of instruction					
Position, distinction, prizes, scholarships etc.					

(Attach certified copies of the Detailed Marks Cards (or Transcripts) of all the examinations passed)

15. Have you applied for any other post in this University? If so, name all the posts including this one:

(i) _____

(ii) _____

(iii) _____

(iv) _____

16. Applicants for ministerial post may mention : Computer typing speed.

17. Any other details not mentioned above, which : can strengthen your claim for this appointment, (Attach separate sheet, if necessary)

18. List of certificates and testimonials (attested copies) attached:

- (i) _____ (ii) _____
- (iii) _____ (iv) _____
- (v) _____ (vi) _____
- (vii) _____ (viii) _____

19. Demand Draft (DD) Detail:

DECLARATION –

I, _____, hereby declare that:

- I. The information given above by me are complete, correct and authentic.
- II. In case of concealment/suppression detected, of any facts, my application is liable to be rejected/employment terminated, as the case maybe, without any notice or compensation.



Place: _____ Date: _____ (Signature of the candidate)

(Thumb impression of the candidate, if test is involved. In case of male candidate left hand thumb impression and in case of female right hand thumb impression)