
Clerk-Cum-Typist in the Gujarat State Wakf Board, Recruitment Regulations, 2000

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In exercise of the powers conferred by Sec. 24 read with Sec. 110 of the Wakf Act, 1995 and Regulations 15 and 16 of the Gujarat State Wakf Regulations, 2000 the Gujarat State Wakf Board hereby makes the following regulations to provide for regulating recruitment for appointment to the post of "CLERK CUM TYPIST (ENGLISH)" AND "clerk cum typist (GUJARATI)" in the organization of the Gujarat State Wakf Board, Gandhinagar namely;

1. . :-

These rules may be called the Clerks-Cum-Typist, in the Gujarat State Wakf Board, Recruitment Regulations, 2000.

2. . :-

Appointment to the post of Clerks cum typists (English) and Clerks cum typists (Gujarati) in any office under the Gujarat State Wakf Board shall be made either:

(a) by promotion of person of proved merit and efficiency from amongst members of Class-IV working in the inferior service of the Gujarat State Wakf Board and who possess the qualifications and experience specified in clauses (a) and (b) of Regulation 3 and Regulation 4 clauses (1) and (2) of Regulation 4 or

(b) by direct selection.

3. . :-

To be eligible for appointment by direct selection to the post

mentioned in Regulation 2, a candidate must:

(a) have passed the secondary certificate examination or an examination recognised by the Government as equivalent to it.

(b) not be less than 18 years and not more than 25 years of age on the first day of the month immediately following the month in which period of ninety days from the date of the first publication of the advertisement for the post expires;

Provided that the above age limit only be relaxed in favour of a candidate who is already in the service of Board or Govt. in accordance with the provision of the Gujarat Civil Services, Classification and Recruitment (General) Rules, 1967, as amended from time to time.

4. . :-

(1) A candidate for the post of Clerk-cum-typist (English) must be able to type neatly and accurately at minimum speed of 40 words per minute in English.

(2) A candidate for the post of Clerk-cum-typist (Gujarati) must be able to type neatly and accurately at the minimum speed of 20 words per minute, in Gujarati.

5. . :-

The candidate appointed by direct selection shall be on probation of one year.

6. . :-

The selected candidate shall be required to pass the prescribed language examination in Gujarati or Hindi or both in accordance with the Rules Prescribed by the Government in that behalf from time to time.