



Advertisement No. Hartron/ASD/2026/01

Advertisement and Process for Empanelment of Assessors

Haryana State Electronics Development Corporation Limited (HARTRON), a State Government Undertaking, is operating 83 Hartron Skill Centres (HSCs) and 84 Hartron Advanced Skill Centres (HASCs) across Haryana and U.T. Chandigarh.

HARTRON has been imparting IT Education through various courses of duration 4 weeks to 52 weeks through these Skill Centres / Advance Skill Centers. HARTRON has been recognized as Awarding Body (Dual Recognition) by NCVET for conducting IT Education / Training in NSQF compliant qualifications.

HARTRON invites online applications for empanelment of technically qualified Computer Professionals to work as Assessors on Part-time Basis at District-level in all Districts of Haryana, except Panchkula and Chandigarh.

1. Selection process:

- Publication of Advertisement
- Inviting On-line Application through HARTRON Web Portal i.e. www.hartron.org.in
- Verification of details as uploaded by candidate through Portal
- Conduct Computer based online examination to check IT skills of applied candidate at our HMSDC Gurugram & IDDC Ambala Exam Centers.
- Biometric verification and Scrutiny of documents before online exam.
(Candidates must to bring original documents with self-attested copies of requisite documents
 - 10th DMC, 12th DMC, Degree – B.Tech. / B.E / MCA with Marksheets of all Semesters,
 - Identity Proof - Aadhaar Card
 - Experience Letter
 - Self Declaration regarding non-linkage with any HSCs / HASCs
- Interview of online exam qualified candidates only.
- Empanelment of Assessors initially for a period of one year and extended on year to year basis after reviewing their performance.

2. Eligibility Criteria / Requisite Education Qualification:

- B.E / B.Tech (IT/ Computer Science) OR MCA OR M.Sc. (IT / Computer Science)
- Experience: Minimum 2 years experience in the field of IT/ CS
- Preference to candidates having teaching / training experience.
- Candidate must not have any linkage with HARTRON or any Hartron Skill Centre (HSC) or any Hartron Advanced Skill Centre (HASC), Centre Head, Trainer or Staff of HSCs / HASCs (*A self-declaration undertaking to this effect is mandatory*).
- Willingness to work on deputation within district / adjoining districts.



3. Application Fee:

- Application fee of **Rs.590/-** (including GST) will be payable by the candidate online while submitting Application Form.

4. Important Dates:

- Start Date for Online Application: **15.01.2026** (from 09:00 AM)
- Last Date for Online Application: **05.02.2026** (up to 11:59 PM)

5. Training, Engagement and Remuneration:

- All empanelled Assessors shall undergo training before deployment.
- Deployment shall be allowed only after successful completion of training.
- Assessors are empanelled initially for a period of one year.
- Extension to be granted on yearly basis, subject to Performance review, Conduct & discipline and Operational requirement.
- Consolidated Remuneration of **₹1200/-** per day per batch inclusive of TA/ DA (in case of one batch) and **₹2000/-** per day (upto two batches) inclusive of TA/ DA.
- Maximum 2 batches per day at any HSC and HASC within same district. If need be, the assessors of adjoining Districts may also be deployed during examination.

6. Duties / Roles and Responsibilities of Assessors:

- Understand assessment schedule, batch details, and course requirements
- Report to the assigned centre at least 30 minutes prior to the scheduled examination time.
- Report discrepancies (if any) in candidate details / data or infrastructure at HSC / HASC to Assessment Division before Examination.
- Ensure readiness for theory and practical Labs as per approved scheme.
- To check the Admit Card & Identity of students appearing for examination.
- Mark attendance accurately as per prescribed format.
- To work as Invigilator during Exam.
- Conduct assessments strictly as per approved procedure and timeline..
- Ensure fairness, uniformity, and transparency during assessment / examination.
- To take Viva-voce of Students.
- Coordinate with Subject Matter Experts (SMEs) during Practical Examination.
- Follow entry, verification, and examination protocols strictly.
- Coordinate to the designated ICT contact in case of technical issues.
- Comply with all SOPs and instructions issued by HARTRON.

7. General Instructions for Applicants:

- 1) The Candidate must be a citizen of India.
- 2) All qualifications and experiences will be considered up to the cutoff date.
- 3) The candidates are advised to satisfy themselves about their eligibility before applying.
- 4) The empanelment of Assessor can be cancelled any time, without assigning any reason.



Haryana State Electronics Development Corporation Limited

हरियाणा राज्य इलैक्ट्रोनिक्स विकास निगम लिमिटेड

(हरियाणा सरकार का उपकरण / a state government undertaking)

Bays No 73-76, Sector-2, Panchkula-134109, Haryana, India

Identity No. -U00000CH1982SGC004963

- 5) Candidate needs to bring original eligibility documents alongwith one set of self attested photocopy at the time of Interview.
- 6) District-wise details of Assessors required are enclosed.
- 7) Candidate can be deployed in adjoining district also on his/ her consent.
- 8) No TA/ DA shall be paid to the candidates for attending the online-test / interview/ any other assessment test.
- 9) The prescribed essential qualifications and experience are minimum and mere possession of the same does not entitle a candidate to be called for interview.
- 10) HARTRON reserves its right to place reasonable limits on the total number of candidates to be called for an interview. The number of such candidates will be decided by the Committee constituted for the purpose.
- 11) No enquiry in this regard will be entertained.
- 12) In case of any dispute, any suit or legal proceedings against HARTRON, the territorial jurisdiction shall be restricted to the District Court Panchkula, Haryana and Punjab & Haryana High Court, Chandigarh.
- 13) Hartron reserves the rights not to empanel any assessor(s).
- 14) In case of any inadvertent mistake in the process of selection, if detected at any stage even after the issue of empanelment order. HARTRON reserves the right to modify/ withdraw/ cancel any communication sent to the candidate(s).
- 15) The initial period of empanelment will be for one year and can be extended further on the basis of performance and as per HARTRON norms.
- 16) The Interview will be held at Panchkula / Ambala/ Gurugram. No communication will be sent to individuals separately.
- 17) No offline applications will be accepted. No separate communication will be sent to individual applicants.
- 18) Candidates are advised to visit Hartron Portal on regular basis for updates issued by Hartron related to empanelment of Assessors. No other / individual communication will be sent.
- 19) MD, HARTRON reserves the right to cancel or modify the empanelment process at any stage without assigning any reason.
- 20) For further queries (if any) please contact @0172-2564486, 0171-2610418.

Managing Director
HARTRON



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SELF-DECLARATION

I, _____ (Name of the Candidate), S/o / D/o / W/o _____, resident of _____, hereby solemnly declare as under:

1. That I am not having any direct or indirect linkage / association with Haryana State Electronics Development Corporation Limited (HARTRON) or with any Hartron Skill Centre (HSC) or Hartron Advanced Skill Centre (HASC).
2. That I am not related to or associated with, in any capacity, any Centre Head, Trainer, or staff member working at any HSC / HASC.
3. That I am not employed by, nor have any financial, contractual, or personal interest in, any HSC / HASC or HARTRON.
4. That I am willing to depute within my district as well as adjoining districts, as and when required by HARTRON for conduct of examinations.
5. That the information furnished above is true and correct to the best of my knowledge and belief. I understand that if any information is found to be false or concealed at any stage, my empanelment / engagement shall be liable to be cancelled without any notice, and I shall be responsible for any consequential action as deemed fit by HARTRON.

Latest Passport
Size Photo

(Signature of the Candidate)

Name: _____

Mobile No.: _____

Email-ID: _____

Aadhaar No: _____

Place: _____

Date: _____



Syllabus for online examination

Topic:

- i. Computer Hardware Concept and Fundamental
- ii. Windows and Linux Operating System
- iii. Windows Server
- iv. MSOffice
- v. Networking
- vi. Internet, HTML, DHTML
- vii. C/ C++
- viii. ASP.Net
- ix. Visual Basic
- x. Java
- xi. PHP
- xii. Python
- xiii. System Analysis and Design
- xiv. DBMS & RDBMS
- xv. Database Server –MS SQL Server, Oracle / MySQL

Exam Pattern:

- i. Total Questions: 50 questions with four options of answers in the English language only from the above mentioned topics. (approximate 3 to 4 questions from each topic)
- ii. Marks: 1 mark per question
- iii. Qualifying Marks: Minimum 50% (25 questions)
- iv. No Negative Marking
- v. Time Duration: Approx. 25 Minutes



District-wise details of Assessors required:

S#	District Name	Approx. no. of required Assessors
1	Ambala	8
2	Bhiwani	18
3	Charkhi Dadri	12
4	Faridabad	6
5	Fatehabad	18
6	Gurugram	6
7	Hisar	34
8	Jind	16
9	Jhajjar	4
10	Kaithal	24
11	Karnal	14
12	Kurukshetra	18
13	Mahendragarh	12
14	Nuh	8
15	Palwal	8
16	Panipat	16
17	Rewari	10
18	Rohtak	18
19	Sirsa	14
20	Sonipat	18
21	Yamuna Nagar	18
22	Panchkula	0
	Total	300