

**H.P. STATE CONSUMER DISPUTES REDRESSAL COMMISSION, BLOCK
No.33, SDA COMPLEX, KASUMPTI, SHIMLA-171009.**

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No.HP/CPC/1-223/01-VIII-

Dated Shimla, the 3rd May, 2025

Advertisement Notice No.	HP/CPC/SSS/2025 (1)
Opening date of offline applications	05.05.2025
Closing date of offline applications & Fee	13.06.2025 at 5 PM. Rs.500/-

ADVERTISEMENT NOTICE

The H.P. State Consumer Disputes Redressal Commission invites Offline Recruitment Applications from all the eligible desirous candidates for filling up of one post of Senior Scale Stenographer, Group-B, as per "The Salaries and Allowances payable to and other terms and condition of services of the officers and other employees of the State/District Consumer Disputes Redressal Commissions Rules, 2024" framed under the Consumer Protection Act, 2019 in the Pay Matrix of Rs.38500-122700, Level 11, Cell 1. The number of vacancy is provisional and may vary according to the actual requirement of the Commission. The post is to be filled up from amongst Junior Scale Stenographers/Steno-Typist/ Judgment Writer(s) working on the establishment of Hon'ble High Court of H.P./District Judiciary in the State of H.P., Government & Semi Government establishments having five years regular service or regular combined with continuous ad hoc service in the grade. Selected candidate(s) shall have to serve any of the District Consumer Commissions in the State of H.P. apart from H.P. State Consumer Disputes Redressal Commission.

1. Academic Qualification: Should possess a Bachelor's Degree or its equivalent from a University recognized by the H.P. Govt.
2. English Short hand speed: 100 W.P.M.
3. English typing speed: 40 W.P.M.
4. Candidate should have adequate knowledge of word processing in computer.

The eligible candidate(s) should submit their applications in the enclosed format, through their Controlling Authority along with testimonials &

requisite fees of Rs.500/- in the shape of DD/IPOs in the name of Registrar, H.P. State Consumer Commission, Shimla, to this office on or before **13.06.2025 at 5 P.M.** Applications received after due date or which are found incomplete, will not be entertained.

The H.P. State Consumer Disputes Redressal Commission reserves the right to change any other terms & conditions of advertisement or to rectify the inadvertent or technical error at any stage.

How to apply:-

Eligible and interested candidates would be required to apply offline. The requisite proforma is available on the official website, <http://hpconsumercommission.nic.in> of the State Commission.

By Order
Hon'ble President

Endst. No. HP/CPC/1-223/01-VIII-2496 Dated 3rd May, 2025.

Copy forwarded to:-

To 2505

1. The Registrar General, Hon'ble High Court of H.P. Shimla-1.
2. The Additional Chief Secretary (FCS&CA) to the Govt. of H.P.
3. The Secretary (SAD) to the Government of H.P.
4. All the District & Sessions Judges, in H.P.
5. All the Heads of Department in H.P.
6. All the Deputy Commissioners in H.P.
7. All the Boards & Corporations in H.P.
8. All the Presidents, District Consumer Commissions, in H.P. with a request to display the Advertisement Notice on the Notice Board of the office, for wide publicity.
9. The TSP/Programmer State Commission. He is directed to upload the Advertisement Notice on the official website for information of all concerned.
10. Notice Board of this Commission.


Registrar, 03.05.2025
H.P. State Consumer Disputes
Redressal Commission, Shimla-9.

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Application Format for the post of Sr. Scale Stenographer(on regular basis).

Adv. No. _____ dated _____

To

The Registrar,
H.P. State Consumer Disputes
Redressal Commission, Shimla-171 009.

Space for
passport size
photo duly
attested by the
Gazetted Officer.

1. Name of the candidate (in capital letters): _____
2. Son/daughter/wife of : _____
3. Permanent Home address of the candidate: _____

4. Correspondence address of the candidate: _____

5. Date of birth (attach attested photocopy of proof): _____
6. i) Mobile No: _____
ii) Email address: _____
iii) Aadhaar No: _____
7. Educational qualification (enclose photocopies of all relevant certificates, i.e.,
Matriculation, 10+2 and Graduation/Post Graduation):

Sr. No.	Name of examination passed	Name of Board/ University	Name of Institute	Year of passing	Percentages of marks obtained
1.	Matric				
2.	10+2				
3.	Graduation				
4	PG				

8. i) Candidate's present Department _____

ii) Present post/designation of the candidate
in the Department/post held: _____

iii) Date from which serving on regular basis: _____

9. Category to which belong: _____

10. Application Fees:

i) Amount _____

ii) Bank draft No. & date _____

iii) IPO No. & date _____

Note: -

The candidates will be intimated through email only regarding conducting of proficiency/typing test. Hence, the candidates are required to essentially mention their email address against column No.6(ii) and are further advised to check their email every day.

Undertaking/Certificate

It is certified that Sh./Smt./Ms. _____ Son/daughter/wife of Sh.
_____ R/o _____
_____ P.O. _____ Tehsil _____ District
_____ H.P. is presently working on regular basis as _____
in the department of _____ and as per his/her
service record his/her date of regularization is _____.

It is also certified that the above said official has completed 5(five) years' regular service on or before the day of submission of application form.

Date: _____

Signature of the head office
along with office seal

Name :

Designation:

Declaration

I, the above named candidate, solemnly affirm and declare that all the details given by me in the application format are true and correct and nothing has been concealed therein. If any discrepancy found in my application format or false at any stage then I shall be liable for all consequential actions including cancellation of candidature.

Place: _____

Signature of the candidate

Date: _____