



## TAMIL NADU HOUSING BOARD

### RECRUITMENT NOTIFICATION

**NOTIFICATION No.1/2017**

**DATED: 08.06.2017**

1. Applications are invited from the eligible candidates of Tamil Nadu native only through **ONLINE MODE** from **10.06.2017** to **30.06.2017** for Direct Recruitment to the following Categories of Posts.

Sl. No.	Name of the Post	No. of Vacancies	Scale of Pay (Rs.)
1.	Assistant Engineer	25	9300 - 34800 + 5100 CP
2.	Surveyor	19	9300 - 34800 + 4200 CP
3.	Junior Draughting Officer	19	5200 - 20200 + 2800 CP
4.	Technical Assistant	76	5200 - 20200 + 2800 CP
5.	Junior Assistant	126	5200 - 20200 + 2400 CP
6.	Typist	12	5200 - 20200 + 2400 CP

**NOTE:**

- The number of vacancies advertised is only approximate and is liable for modification including reduction with reference to vacancy position at any time before finalization of selection.
- The candidates on their selection in respect of all the post shall be posted anywhere in Tamil Nadu.

### **2. DISTRIBUTION OF VACANCIES: Refer Annexure - I**

1. Assistant Engineer : [Pay Band : Rs. 9300-34800+ 5100 CP]
2. Surveyor : [Pay Band : Rs. 9300-34800+ 4200 CP]
3. Junior Draughting Officer : [Pay Band : 5200-20200 + 2800 CP ]
4. Technical Assistant : [Pay Band : 5200-20200 + 2800 CP]
5. Junior Assistant : [Pay Band : 5200-20200 + 2400 CP]
6. Typist : [Pay Band : 5200-20200 + 2400 CP]

### 3. IMPORTANT DATES:

i)	Date of Notification	<b>08.06.2017</b>
ii)	Date of commencement of online Registration of Application	<b>10.06.2017</b>
iii)	Last date for Registration of online application and payment of fee (Application can't be registered after this date)	<b>30.06.2017</b>
iv)	Last date of Submission of corrected application	<b>03.07.2017</b>
v)	Date and Time of Written Examination	The Competitive Written Examination will be conducted as per <b>TANCET</b> norms by Anna University, Chennai-25, during the Month of <b>August' 2017</b> . The exact date and time of competitive written examination will be hosted in the website: <a href="http://www.tnhbrecruitment.in">www.tnhbrecruitment.in</a> Candidates shall <b>download the Hall Tickets</b> . Separate Hall Ticket will not be sent.

### 4. QUALIFICATION:

#### A) AGE (AS ON 01.07.2017):

Category of Candidates	Name of the Post	Minimum Age (Should have completed)	Maximum Age
i) SC, SC(A), ST, MBC/DC, BC and BC(M).	<b>All the posts</b>	18 Years	35 Years (should not have completed)
ii) Others [i.e. candidates not belonging to SC, SC(A), ST, MBC/DC, BC and BC(M)]			30 Years (should not have completed)

#### NOTE:

- 10 years age relaxation is available for Differently Abled Person for all categories wherever maximum age limit prescribed.

#### B) EDUCATIONAL QUALIFICATION:

Candidates should possess the following qualification irrespective of post as detailed below: [As on Notification Date i.e. (08.06.2017)]

Sl. No.	Name of the Post	Qualification
1.	<b>Assistant Engineer</b>	<p>Must have passed a degree in Civil Engineering of any University recognized by the Government of Tamil Nadu or any other equivalent qualification.</p> <p>(OR)</p> <p>Must have passed section "A" and "B" of AMIE (Ind.) Examination with the following.</p> <ol style="list-style-type: none"> <li>a) A pass in the HSC or equivalent.</li> <li>b) A pass in the PUC examination.</li> <li>c) Should have passed "Geology" under section B as an optional or additional subject.</li> <li>d) Should have put in a service of three years in the State Housing Board or the PWD or Highways and Rural works department or any other Institution department acceptable to the appointing authority.</li> </ol>
2.	<b>Surveyor</b>	<ol style="list-style-type: none"> <li>(i) Must pass the minimum general educational qualification SSLC or X Standard</li> <li>(ii) Must have passed Deputy Surveyor, Grade I test of the Revenue Department. Or must have passed the special examination for group certificate in surveying in the following subjects in the Tamil Nadu Government Technical Examination: <ol style="list-style-type: none"> <li>1) Surveying and Leveling– Higher</li> <li>2) Earth Work and Road marking – Lower</li> <li>3) Mensuration – Lower; and</li> <li>4) Geometrical Drawing or Building</li> <li>5) Drawing and Estimating – Lower</li> </ol> </li> </ol> <p>(OR)</p> <p>A pass in the Civil Engineering Group Examination Conducted by the Board of examination, Directorate of Technical Education, Chennai in the following subjects:</p> <ol style="list-style-type: none"> <li>1) Applied Mechanics (Civil Branch)</li> <li>2) Building materials and Construction</li> <li>3) Survey Theory</li> <li>4) Building Drawing and Mensuration</li> <li>5) Earthwork and Estimating</li> <li>6) Elective Subject <ol style="list-style-type: none"> <li>(a) Sanitary Engineering (or)</li> <li>(b) Roads, Bridges and Railways. and</li> </ol> </li> <li>7) Practical – Survey practical (or)</li> </ol> <p>Must have passed National Trade Certificate / National Apprenticeship Certificate in the Trade of Surveyor issued by Industrial Training Institute, Ambattur (or)</p> <p>A Pass in the Certificate Course in Civil Engineering</p> <p>(OR)</p> <p>Those who passed Diploma in Civil Engineering can also apply for this Surveyor Post.</p>

3.	<b>Junior Draughting Officer</b>	<p>(i) Must have passed the minimum general educational qualification (SSLC) or X Standard</p> <p>(ii) (a) Must have passed the special examination for group certificate in the Directorate of Technical Education in the Building Drawing consisting of the following subject:  (1) Building Drawing and Estimating Higher I Class.  (2) Building Materials and Construction Lower-II Class.  (3) Applied Mechanics Higher II Class,  (4) Geometrical Drawing Lower – II Class  (5) Mensuration Lower-II Class  (or)  (b) Must have passed the Draughtsman ship (Civil) Course under the syllabus (Introduced) from July 1952) conducted by the Government of India. Ministry of Labour.  (or)  (c) Must have passed the National Trade certificate / National Apprenticeship certificate awarded by Industrial Training Institute.  (or)  (d) Those who passed Diploma in Civil Engineering can also apply for this Junior Draughting Officer Post</p>
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4	<b>Technical Assistant</b>	<p>1) Must have passed the minimum general educational qualification (SSLC) or X Standard</p> <p>2) Must have passed in Diploma in Civil Engineering approved by Directorate of Technical Education. (OR) Must have passed by the Lower Grade in the Government Technical Examination. Technical Examination in (1) Surveying and Leveling (2) Building Drawing Estimating (3) Mensuration; and (4) Building Materials and Construction (OR)) A pass in the Civil Engineering Group Examination conducted by the Board of Examinations, Directorate of Technical Education, Chennai 25 in the following subjects: 1) Applied Mechanics (Civil Branch) 2) Building Materials and construction; 3) Survey Theory; 4) Building, Drawing and Mensuration; 5) Earth Work and Estimating; 6) Elective Subjects; a) Sanitary Engineering (or) b) Roads, Bridges and Railways and 7) Practical: Survey Practical.</p>
5	<b>Junior Assistant</b>	Must have passed the Minimum General Educational Qualification prescribed by the Government (SSLC) or X- Standard.
6	<b>Typist</b>	Must have passed (SSLC) or X Standard, type writing Lower grade in Tamil and English and Higher grade in Tamil or English.

**C) KNOWLEDGE IN TAMIL:**

Candidates should possess adequate knowledge of Tamil on the date of notification.

**EXPLANATION:**

- i) For this purpose, a person will be deemed to possess an adequate knowledge in Tamil in the case of a post for which Educational Qualification prescribed is the minimum general Educational Qualification and above he/she must have passed the 10<sup>th</sup> /SSLC/HSC/Degree (as the case may be) etc., with Tamil as one of the languages or studied the High School Course in Tamil Medium and passed the SSLC or X Standard Public examination in Tamil Medium.
- ii) Every person appointed to the post whose first language is other than Tamil should pass the Tamil language EXAMINATION

conducted by the TNPSC within the period of probation otherwise action as deemed fit will be taken as per Tamil Nadu Housing Board Service Regulation amended from time to time.

iii) Passing the qualifying examination or changing the religion after the date of this Notification shall not be considered.

**D)** All eligible candidates including the candidates sponsored by the Employment Exchange shall apply only through online to appear in the competitive written examination. The selection for all the above posts will be strictly based on the ranking of competitive written examination as per Rule of reservation and as per the ratio 1:2 for appearing the interview.

**E)** The Candidates employed in Government / Quasi Government /Public Sector undertaking / Boards and Corporations etc., - who are interested to apply can apply through online and also to appear for written examination and if they are called for Interview acquiring eligible mark should submit the No Objection Certificate from the Employer in prescribed Format (**Annexure-II**) available in the website [www.tnhbrecruitment.in](http://www.tnhbrecruitment.in)

#### **5. GENERAL INFORMATION:**

a) **Tamil Nadu Native candidates alone eligible to apply.**

b) The Rule of Reservation of appointments is applicable to the post and the distribution of vacancies will be as per rule in force.

c) In G.O. (Ms.) No. 145, Personnel and Administrative Reforms (S) Department, Dated: 30.09.2010, G.O.(Ms.) No. 40, Personnel and Administrative Reforms (S) Department, dated : 30.04.2014 the Government have issued orders to fill up 20% of all vacancies in Direct Recruitment on preferential basis to persons who studied the prescribed qualification in Tamil medium. The 20% reservation of vacancies on preferential allotment to Persons studied in Tamil Medium (PSTM) will apply for this recruitment. (Candidates claiming this reservation should have studied the prescribed qualification for the post in **Tamil Medium** and should have the certificate for the same. Having written the examinations in Tamil language alone will not qualify for claiming this reservation). If the candidates with PSTM are not available for selection for appointment against reserved turn such turn shall be filled up by Non-PSTM candidates but belonging to the respective communal category. The PSTM Reservation Certificate shall be produced by the candidate as it has been in prescribed Format (**Annexure-III**) available in the website at [www.tnhbrecruitment.in](http://www.tnhbrecruitment.in) which shall be obtained from the Head

of the Institution where he/she studied.

- d) Tamil Nadu native candidates alone will be considered for communal reservation. The community recorded in the certificate of Tamil Nadu native candidate should appear in the list of communities approved by the Government of Tamil Nadu (**Annexure-IV**).
- e) 30% of reservation for women candidates is applicable for the above mentioned posts. If no qualified and suitable women candidates are available for selection against the vacancies reserved for them, those vacancies will be filled by male candidates belonging to the respective communal categories.
- f) **Ex-Serviceman:** As per Tamil Nadu Government Servants (Conditions of Service) Act No.14 of 2016 Section 27 (c).
- g) **Destitute Widow:** As per Tamil Nadu Government Servants (Conditions of Service) Act No.14 of 2016 Section 26 (a).
- h) **CERTIFICATE OF PHYSICAL FITNESS:**  
Candidates selected for appointment to the post will be required to produce a certificate of physical fitness from the Medical Officer of Rank as stipulated by Government of Tamil Nadu.
- i) 3% of reservation for Differently Abled Persons will apply for the recruitment. If no suitable Differently Abled Person belonging to a particular Differently Abled Category is available for selection against the vacancies reserved for them the same will be filled as per rule in force.
- j) The Differently Abled Persons shall be required to produce a certificate of physical fitness if he/she called for Interview, from the Recognized Medical Board of the District. The Certificate issued by the individual Doctor will not be considered.
- k) Correct and true information regarding arrest, convictions /debarment / disqualification by any recruiting agency, criminal or any disciplinary proceedings initiated or finalized, participate in agitation or any Political Organization, candidature in election for Parliament / State Legislature/ Local Bodies etc., if any, should also be furnished to the Tamil Nadu Housing Board at the time of application, i.e., the details there of originals of the judgment of Acquittals, order / or G.O. Dropping further action in Departmental proceedings or any document that may prove the suitability of such candidates for a Government appointment in such cases must be produced at the

stage / time of certificate verification /interview.

- l) **Applications containing wrong claims relating to other basic qualifications / eligibility age / category of reservation / Educational qualification will be liable for rejection, whatever may be stage of selection**
- m) Words of Masculine Gender in these instructions should wherever the context so requires be taken to include Female Gender.

## 6. PROCEDURE OF SELECTION

### A) SELECTION WILL BE MADE IN TWO SUCCESSIVE STAGES FOR THE POST OF ASSISTANT ENGINEER, SURVEYOR, JUNIOR DRAUGHTING OFFICER, TECHNICAL ASSISTANT, JUNIOR ASSISTANT AND TYPIST :

SUBJECT	DURATION	MAXIMUM MARKS	REMARKS
<b>WRITTEN EXAMINATION:</b> Written Examination in OMR Format 100 Questions / Marks	2 Hours	100 *	* Marks obtained in the Competitive Written Examination to be worked out to 85 (Eighty Five).
<b>INTERVIEW</b>		15	
<b>TOTAL</b>		<b>( 85+15)= 100</b>	

### B) WRITTEN EXAMINATION:

- i) **The question paper for WRITTEN EXAMINATION for the post of Assistant Engineer (Civil)** will be of Objective type in MCQ of B.E., Degree in Civil Engineering standard and It will be in **English & Tamil**. In case of doubt, the English version is final (wherever English/Tamil version available).

#### **Syllabus :**

- a) Surveying.
- b) Engineering Graphics
- c) Soil Mechanics
- d) Foundation Engineering
- e) Engineering Mechanics
- f) Mechanics of fluids
- g) Strength of Materials
- h) Estimation and Valuation
- i) Construction Materials and Testing
- j) Design of RCC Elements
- k) Design of Masonry Structures



- l) Disaster Resistant Structures
- m) Concrete Technology
- n) Construction Techniques, Equipments and practice
- o) Pre-Fab Engineering
- p) Repairs and Rehabilitation of Structures
- q) Water Resources Engineering
- r) Environmental Science and Engineering
- s) Basic Electrical Engineering
- t) Highway Engineering

**ii) The question paper for WRITTEN EXAMINATION for the post of Surveyor** will be of Objective type in MCQ of Diploma in Civil standard and it will be in **English**. In case of doubt, the English version is final.

**Syllabus :**

- a) Surveying and Leveling
- b) Field Measurement Book (Basic Records in Revenue Department)
- c) Development Control Rules.
- d) Total Station Survey
- e) Town Planning

**iii) The question paper for WRITTEN EXAMINATION for the post of Junior Draughting Officer** will be of Objective type in MCQ of Diploma in Civil standard and it will be in **English**. In case of doubt, the English version is final.

**Syllabus :**

- a) Engineering Graphics
- b) Building Materials
- c) Building Constructions
- d) Basics of Soil Mechanics and Foundation Engineering
- e) Estimating and Costing
- f) Building Drawing
- g) Basics of Road Design
- h) Basics of Public Health Engineering

i) Details of RCC structures

iv) **The question paper for WRITTEN EXAMINATION for the post of Technical Assistant** will be of Objective type in MCQ of Diploma in civil standard and it will be only in **English**.

**Syllabus:**

- a) Surveying
- b) Town Planning
- c) Soil Mechanics
- d) Foundation Engineering
- e) Engineering Mechanics
- f) Structural Engineering
- g) Estimating and Costing
- h) Construction Materials, Testing and Construction Practice
- i) Advanced Construction Technology
- j) Water Resources Management
- k) Environment Engineering
- l) Theory of Structures
- m) Hydraulics
- n) Earthquake Engineering
- o) Building Services

v) **The question paper for WRITTEN EXAMINATION for the post of Junior Assistant** will be of Objective type in MCQ SSLC / X standard and it will be in **English & Tamil**. In case of doubt, the English version is final (wherever English/Tamil version available)

**Syllabus - Refer Annexure-V**

vi) **The question paper for WRITTEN EXAMINATION for the post of Typist** will be of Objective type in MCQ SSLC / X standard and it will be in **English & Tamil**. In case of doubt, the English version is final (wherever English/Tamil version available)

**Syllabus - Refer Annexure-V**

**C) SCHEME OF EXAMINATION (OBJECTIVE TYPE) AND INTERVIEW AS FOLLOWS:-**

<b>Sl. No.</b>	<b>Name of the Post</b>	<b>Duration of the EXAMINATION</b>	<b>Type of Examination</b>	<b>SYLLABUS</b>
1.	Assistant Engineer (Civil)	2 Hours	OMR Format	<p>The Question paper will have one part. The questions will be Under Graduate standard for the post mentioned in this notification.</p> <ul style="list-style-type: none"> <li>a) Surveying.</li> <li>b) Engineering Graphics</li> <li>c) Soil Mechanics</li> <li>d) Foundation Engineering</li> <li>e) Engineering Mechanics</li> <li>f) Mechanics of fluids</li> <li>g) Strength of Materials</li> <li>h) Estimation and Valuation</li> <li>i) Construction Materials and Testing</li> <li>j) Design of RCC Elements</li> <li>k) Design of Masonry Structures</li> <li>l) Disaster Resistant Structures</li> <li>m) Concrete Technology</li> <li>n) Construction Techniques, Equipments and practice</li> <li>o) Pre-Fab Engineering</li> <li>p) Repairs and Rehabilitation of Structures</li> <li>q) Water Resources Engineering</li> <li>r) Environmental Science and Engineering</li> <li>s) Basic Electrical Engineering</li> <li>t) Highway Engineering</li> </ul>
2.	Surveyor	2 Hours	OMR Format	<ul style="list-style-type: none"> <li>a) Surveying and Leveling</li> <li>b) Field Measurement Book (Basic Records in Revenue Department)</li> <li>c) Development Control Rules.</li> <li>d) Total Station Survey</li> <li>e) Town Planning</li> </ul>

3.	Junior Draughting Officer	2 Hours	OMR Format	<ul style="list-style-type: none"> <li>a) Engineering Graphics</li> <li>b) Building Materials</li> <li>c) Building Constructions</li> <li>d) Basics of Soil Mechanics and Foundation Engineering</li> <li>e) Estimating and Costing</li> <li>f) Building Drawing</li> <li>g) Basics of Road Design</li> <li>h) Basics of Public Health Engineering</li> <li>i) Details of RCC structures</li> </ul>
4.	Technical Assistant	2 Hours	OMR Format	<ul style="list-style-type: none"> <li>a) Surveying</li> <li>b) Town Planning</li> <li>c) Soil Mechanics</li> <li>d) Foundation Engineering</li> <li>e) Engineering Mechanics</li> <li>f) Structural Engineering</li> <li>g) Estimating and Costing</li> <li>h) Construction Materials, Testing and Construction Practice</li> <li>i) Advanced Construction Technology</li> <li>j) Water Resources Management</li> <li>k) Environment Engineering</li> <li>l) Theory of Structures</li> <li>m) Hydraulics</li> <li>n) Earthquake Engineering</li> <li>o) Building Services</li> </ul>
5.	Junior Assistant	2 Hours	OMR Format	Refer Annexure V
6.	Typist	2 Hours	OMR Format	Refer Annexure V

## D ) QUESTIONS AND EVALUATION SCHEME :

Sl. No.	Type	No. of Questions	No. of alternative Answers	Maximum Mark for Correct Answer	Maximum Marks	Remarks
1.	Subjects	100	4	1	100	Multiple shading will be considered as wrong answer.

### NOTE :

- A minimum of **40 Marks** (out of 100 Marks) shall be required in Written Examination for consideration of Interview for all categories of posts.
- The required number of candidates selected from the competitive written examination may be permitted to attend Interview based on the ranking and as per Rule of reservation in the ratio of 1:2.

**After the WRITTEN EXAMINATION, the Selection will be finalized for the post of Assistant Engineer, Surveyor, Junior Draughting Officer, Technical Assistant, Junior Assistant and Typist:**

<b>vii)</b> Marks obtained in the competitive Written examination to be worked out to	-	85
<b>viii)</b> For Interview	-	15
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Total		100
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The final selection shall be made based on the merit of the marks (Written Examination + Interview) and as per Communal Roster. If the Candidates not attended the Interview, he/she will not be considered for Selection.

### Merit List:

A merit list will be prepared based on the total mark of 100. In case where more than one candidate have got the same marks in the common merit list, the inter-se-merit among such candidates shall be determined in order of Date of Birth (elder will be given preference).

### NOTE:

- To use Blue or Black ink Ball Point Pen only.**
- OMR Answer sheet will be invalidated if shaded in Pencil.
- The OMR answer sheet will be invalidated if the box for Booklet

Number is not shaded and could not be identified even by physical verification of the answer sheet.

**IMPORTANT NOTE:**

The Written Competitive Examination will be conducted in **CHENNAI, VELLORE, TRICHY, MADURAI, SALEM and COIMBATORE**. The Centers may be, reduced subject to the receipt of applications. The Board reserves the right to short list the examination centers.

**7. EXAMINATION FEES:**

[For OC, BC, BC(M), MBC & DC]	<b>Rs. 500/-</b> (Rupees Five Hundred only)
[For SC, SC(A), ST, Differently Abled Person candidates belonging to Tamil Nadu]	<b>Rs. 250/-</b> (Rupees Two Hundred and Fifty only)

**NOTE:**

- a) For the payment of Examination fee, the candidate shall pay online banking / debit / credit card for which they have also to pay the service charges, taxes as applicable.
- b) The Examination Fee will not be refunded to the Applicant on account of any reason.

**8. HOW TO APPLY:**

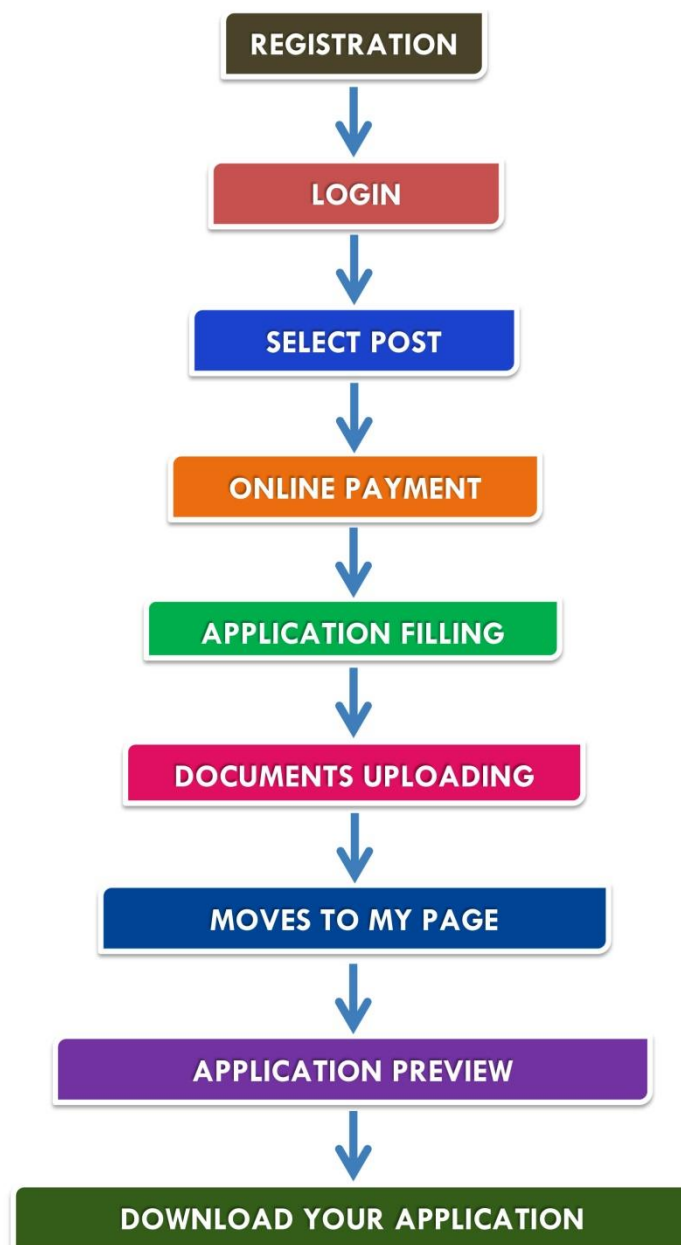
- i) Candidate should **apply only through online** in the Website [www.tnhbrecruitment.in](http://www.tnhbrecruitment.in). In the website the candidate can log on to the online application portal by clicking the link.
- ii) The application received directly other than the online application portal will not be taken into account and will be rejected.
- iii) The candidate should use a valid and functional e-mail id and Mobile number for registration of online application. This email id and mobile number must be maintained active, as **all the communications to the candidates will be sent only to the registered Mobile number**.
- iv) The candidate must keep ready the details of Marks, Percentage/CGPA of Marks, Registration/Certificate Numbers, Year of Passing, Board/ Institute/University details etc., in their hands before applying through online.
- v) Before applying, the candidates should have the following items to be ready in CD or DVD or Pen Drive as per the convenience of the candidates.
- vi) Scanned image of their Photograph, Signature in jpeg format only with prescribed file size, resolution, etc. The procedure for taking Photograph, Signature are given with full details in the Guidelines to the candidates.
- vii) Scanned copy of Community Certificate of the candidates belonging to SC, SC(A), ST, MBC/DC, BC, BC(M),.on PDF format if applicable.
- viii) Scanned copy of Degree Certificate or Provisional Certificate, Diploma Certificate, PSTM Certificate, Differently Abled Certificate

- etc., of the Candidates (whichever is applicable ) in PDF format only.
- ix) If the candidates are eligible for more than one post (both technical and non-technical), he / she should register separate prescribed application for each post.

#### 9. APPLYING ONLINE:

- i) Candidates are first required to log on to the Website [www.tnhbrecruitment.in](http://www.tnhbrecruitment.in). In the website the candidate can go to the online application portal by clicking the link.
- ii) Follow the procedure given in the Guidelines to the candidates for applying in Online.
- iii) Applying through online have the following major procedures.

#### STEP BY STEP ONLINE APPLICATION FILLING PROCESS



- a) One Time User Registration.
- b) Candidate Profile updation which includes various sections like Personal Information, Educational Qualifications along with necessary relevant upload of scanned copy of documents.
- c) Download the filled Application if required by the Applicant.
- iv) After the candidate completes the Registration, the User ID & Password have to be kept confidential and do not disclose it to anyone.
- v) This USER ID can be used for log on into the application portal for applying for various posts if the candidates are eligible for the post after updating the relevant profile information.
- vi) If the **candidate is coming under Differently Abled category** and unable to make signature can take left hand thumb impression and even if not possible for left hand thumb then the candidate can take Right hand thumb impression. **An online application uploaded without Photograph, Signature/Thumb impression (as the case may be) will be rejected.**
- vii) Candidates must up load the relevant scanned copies in PDF format as follows:

Sl. No.	Certificate	Description
1.	Differently Abled Certificate	To avail the Differently Abled Reservation.
2.	Studied Prescribed Qualification in Tamil Medium[ Applicable for Assistant Engineer (Civil) ]	The PSTM certificate shall be obtained from the Head of the Institution where he/she studied.

**NOTE:**

Candidates, who have registered once, can use the User ID and Password for other posts, if they desire to apply for other posts in this Notification. One Time Registration will not be considered as applications for any post.

**10. MODE OF FEE PAYMENT:**

The Candidate shall **Pay the Examination fee only through online (payment gateway).**



**I) FOR PAYMENT GATEWAY:**

- a) The candidates should pay the examination fees only through the payment gate way provided.
- b) Online Application Registration will be taken as successful, only if the payment is made and upload required documents.

**NOTE:**

Tamil Nadu Housing Board (TNHB) shall not be responsible for any errors occurred while making via Gateway Payment.

**II) PRINT OPTION:**

- a. After submitting the application, candidates can download their application in PDF format.
- b. Candidates need not send the printout of the online application or any other supporting documents to the Tamil Nadu Housing Board. The certificates and the other documents will be verified only when the candidate called for interview / subsequent stage of selection.

**NOTE:**

- i) Candidates are advised in their own interest to apply on-line much before the closing date and not to wait till the last date to avoid the possibility of disconnection / inability / failure to log on the Tamil Nadu Housing Board website on account of heavy load on internet / web site jam.
- ii) Tamil Nadu Housing Board does not have responsibility for the candidates not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason beyond the control of the Tamil Nadu Housing Board.
- iii) Under no circumstances, a candidate should / mention email ID or Mobile Number to any other person. In case a candidate does not have a valid personal e-mail ID, they should create a new e-mail account till final results are announced.
- iv) Candidates should carefully fill in the fields the details in the On-line application at the appropriate places and submit the details as per the procedure given. The name of the candidate or his/her father etc., should be spelt correctly in the application as it appears in the certificates / mark sheets. Any change / alteration found may disqualify the candidature.
- v) Request for change / correction in any particulars in the Application form shall not be entertained under any circumstances AFTER THE APPLICATION HAS BEEN SUBMITTED. Tamil Nadu Housing Board will not be responsible for any consequences arising out of furnishing of incorrect and incomplete details in the

application or omission to provide the required details in the application form.

**11. REJECTION OF APPLICATION:  
(At any stage of Recruitment Process)**

- a) Online application submitted after closing date for any reason whatsoever.
- b) If the candidate does not found to have acquired the essential qualification.
- c) If photograph, signature / Thumb impression are not uploaded in the application form in the prescribed format.
- d) If the photocopies of all relevant documents are not uploaded as well as and when asked to do so.
- e) If a candidate fraudulently claim SC / SC(A) / ST / MBC & DC / BC / BC(M) / Differently Abled Persons status.
- f) In case the candidate is found using unfair means or adopting any malpractice at any stage of selection process.
- g) The Tamil Nadu Housing Board reserves the right to postpone / cancel the recruitment process at any stage without assigning any reason thereof.

**12. OTHER IMPORTANT INSTRUCTIONS:**

**Candidates should ensure their eligibility for Examination:** The candidates applying for the examination should ensure that they fulfill all eligibility conditions for appearing the examination. Their appearance in the examination will be purely provisional subject to satisfying of the eligibility conditions. Mere download of Hall Ticket by the candidate will not imply that his / her candidature has been fully accepted by the Tamil Nadu Housing Board.

- a) **How to apply:** Candidates are required to apply online by using the website [www.tnhbrecruitment.in](http://www.tnhbrecruitment.in) Detailed instruction for filling up online application is given above.
- b) The Hall tickets for eligible candidates will be made available in the website for downloading by candidates. **No Hall Ticket will be sent by Post.** So, the candidates should watch website ahead / before the scheduled date of examination.
- c) The candidates are informed that any change of information furnished in online application will not be entertained after making examination fee. Hall ticket will be generated based on the Post applied by the applicant.

### **13. Mobile Phones and other Articles Banned:**

- a) Candidates are not allowed to bring Pager, Cellular Phone, Calculator, Blue Tooth, Memory Notes and books etc., or any other Electronic device or Recording Device either as separate piece or part of something used by the candidate such as Watch or Ring including wearable inside the Examination Hall.
- b) If they are found to be in possession of any such thing or instrument they will not be allowed to write the examination, besides invalidation of answer paper and / or debarred. If it is considered necessary they will be subjected for a physical search including frisking on the spot.
- c) Do not bring in to the Examination Hall any article such as books, notes, loose sheets, mathematical and drawing instruments, Log tables, stencils of maps, slide rules, text books, rough sheets etc. except the permitted writing material i.e. pen.
- d) Candidates are advised in their own interest not to bring any of the banned items including Mobile Phones/ Pagers to the venue of the examination, as arrangements for safekeeping cannot be assured.
- e) The candidates applying for the examination should ensure that they fulfill all the eligibility conditions for the Examination. Their appearance for Written EXAMINATION and interview will be purely provisional, subject to their satisfying the prescribed eligibility conditions. The certificates should be submitted when called for by the Tamil Nadu Housing Board. If no verification at any time before or after the written EXAMINATION and interview, it is found that they do not fulfill any of the eligibility conditions; their candidature for the examination will be cancelled by the Tamil Nadu Housing Board.
- f) If any of their claims found to be incorrect, they may render themselves liable for disciplinary / criminal action by the Tamil Nadu Housing Board.
- g) Unfair means strictly prohibited: No candidate shall copy from the papers of any other candidate not permit his papers to be copied nor give nor attempt to give nor obtain nor attempt to obtain irregular assistance of any description.
- h) Conduct in Examination Hall: No candidate should misbehave in any manner or create a disorderly scene in the Examination Hall or harass the staff employed by the Tamil Nadu Housing Board for the conduct of the examination. Any such misconduct will be severely viewed and penalized.

**14. The Online Application can be corrected up to 03.07.2017 till 23:59 Hrs. After which the link will be disabled.**

**15. Registered online applications which are not submitted on or before 03/07/2017 shall not be consider.**

(For any additional information the candidates may refer the website [www.tnhbrecruitment.in](http://www.tnhbrecruitment.in))

**Date : 08.06.2017**  
**Place : Chennai-35.**

Managing Director  
TNHB

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