

Important Notice

Schedule of Document Verification for filling up of 02 posts of Junior Draftsman.

The following schedule for Document verification of the candidates for recruitment
(Test held on 20.12.2025) for 02 posts of Junior Draftsman (01-UR, 01-SC)

Venue	Room No. 324, 3 rd Floor, Office of the Chief Architect, Department of Urban Planning, Chandigarh Administration at Old U.T. Secretariat Building, Sector-9, Chandigarh
Date	05 th January, 2026
Time	10.00 AM

List of Candidates					
General Category					
S.No.	Roll No.	Name	Father Name	DOB	Marks
1.	2012250136	Neeraj	Jaivir Saharan	12/09/2002	88.25
2.	2012250131	Anuj Kumar	Vajeer	05/03/2005	88.00
3.	2012250140	Parveen Sharma	Shiv Kumar	07/08/2002	64.50
Scheduled Caste Category					
S.No.	Roll No.	Name	Father Name	DOB	Marks
1.	2012250129	Abhishek Kanojia	Raj Kumar Kanojia	07/05/1999	49.25
2.	2012250108	Naveen Kumar	Jai Singh	17/09/1999	39.25
3.	2012250130	Gaurav	Vijay Kumar	02/07/2001	35

The candidates are advised to bring the following documents in original along with one set of photocopy:

- (i) Latest Passport Size Photograph (Two Nos.)
- (ii) Application form.
- (iii) Matriculation/Secondary Certificate (issued by the State/Central Education Board and NOT by the Principal/Headmaster of the School/Institution where studied), showing your Date of Birth (in Christian Era).
- (iv) Educational Qualification Certificate, as per the requirement of the Post-category applied for. Mark sheets of all semesters/years issued from a recognized Board/Institution/University, indicating clearly the subjects studied in every semester/year in proof that you are possessing the prescribed educational qualification for the post.
- (v) ICT Certificate as mentioned in the Advertisement.
- (vi) Date of Birth Certificate issued by Government.
- (vii) Caste Certificate, if any, as per the instructions mentioned in the advertisement.
- (viii) Identity Proof like Aadhar Card, PAN Card, Driving license etc.
- (ix) And Other relevant documents, if any.

Your candidature is **PROVISIONAL**. The fact that you have been called for document verification does not confer any right to be treated as “**eligible for appointment to the post**”. You must therefore ensure that all the conditions of eligibility including the essential qualification as laid down in the advertisement/notice of the examination are fulfilled. If, at any stage, it is found that you do not fulfil any of the condition of the eligibility/suitability or the genuineness of document (candidature is not proven), any information given by you or any claim made by you in your online application form is found to be false, your candidature will be liable to be rejected and you may also be debarred. The final selection will be made after the document verification.

In case you fail to attend the document verification, it will be presumed that you are not interested in the post and your candidature will be treated as **CANCELLED**. No further correspondence will be entertained in this regard.

No liability will be borne by the office in case of postal delay for receiving call letter. No TA/DA will be paid by the office for the journey performed.

Chief Architect,
Department of Urban Planning,
Chandigarh Administration.