How to Apply

1) Go to Url: <u>http://admser.chd.nic.in/jobportal</u>



- 2) Please See/download the advertisement given as above and then click on Close.
- 3) If you are visiting this site first time then click on Register, otherwise click on Login.



4) For Registration fill up the following details and then click on **Register**.

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	Applicant Registration		
	Enter Your Name Enter Your Mobile Number		
	Enter Your Aadhar Number Register		

After successfully Registration you will receive following message on your registered mobile number:

You are successfully registered on Chandigarh Recruitment Portal. Login in to Portal to apply. Chandigarh Administration

5) Now for Login enter the registered mobile no. and click on Generate OTP.

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On Clicking on **Generate OTP**, you will receive following message on your registered mobile number:

XXXX is One-Time Password (OTP) for logging into Chandigarh Recruitment Portal. This code will expire in 10 minutes. Chandigarh Administration

6) Enter OTP and Click on Login.

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7) Fill up the following details and click on Save My Data.

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	Terms and Conditions			
	Declaration			
	I hereby declare that all the statements made in the application form are true, complete an	d correct to the best of my knowledge and belief. I understand		
	that in the event of any information being found untrue/ false/incorrect or I do not satis	fy the eligibility criteria, my condidature/appointment will be		
	cancelled / terminated without assigning any reason thereof. I have read the contents of the	he advertisement and agree to abide by the rules, regulations		
	and procedures for appointment to one point applied for.			

8) If all details are ok, click on Finally Save My Record otherwise click on Cancel.

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you will receive following message on your registered mobile number:

9) Click on Education and Experience Details, Select Post.

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10) Fill up the following details and Click on Upload.

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11) For further references download your Application For by Clicking on **Download.**

