

EMPLOYMENT NOTICE : 7015 ELECTRONICS AND MECHANICAL ENGINEERS, C/O 56 APO (BADAMI BAGH CANTONMENT, SRINAGAR, J&K-190004)

1. Applications are invited for direct recruitment from Indian Nationals for the under mentioned posts at the address mentioned against each post :-

Ser No.	Unit/Postal Address of the Establishment for forwarding applications a.	Place of Work b.	Posts c.	Total Vacs d.	Vacancies						Qualifications Required L
					Unreserved		SC g.	ST h.	OBC j.	Including Reservation for k.	
					UR e.	EWS (UR) f.					
1.	7015 EME Bn PIN-1907015 C/O 56 APO (BB Cantt, Srinagar, J&K-190004)	BB Cantt, Srinagar, J&K-190004	Tin and Copper Smith (Skilled)	01	01	-	-	-	-	-	Essential ITI certificate from a recognized Industrial Training Institute in the respective trade or grade. OR Armed Forces Personnel i.e. Ex-Servicemen from the appropriate trade and minimum at grade I. Desirable Qualification National Council for Training in the Vocational Trades certificate from Directorate General of Employment and Training, Ministry of Labour and Employment, Government of India.
2.	-do-	-do-	Lower Division Clerk	01	-	01	-	-	-	-	(i) Pass in 12th class from a recognized Board or University. (ii) Typing speed of 35 words per minute in English on computer or a typing speed of 30 words per minute in Hindi on computer (35 words and 30 words per minute correspond to 10500/9000 key depressions per hour (KDPH) on an average of 5 key depressions for each word).

Please note : The Employer has the right to cancel or modify notification without assigning any reason thereof.

2. Pay Scale (as per 7th Central Pay Commission)

2.1. Pay Matrix Level 02 (Pay Band-1 Rs. 5200-20200) (Grade Pay Rs. 1900/- for the post of Tin and Copper Smith (Skilled).

2.2. Pay Matrix Level 02 (Pay Band-1 Rs. 5200-20200) (Grade Pay Rs. 1900/- for the post of Lower Division Clerk.

3. Age Limit: 18 to 25 Years.

4. Age Relaxation: In accordance with the orders issued by Central Government from time to time including ESM.

1.	Ex-Servicemen (ESM)	For ESM, resultant age after deducting period of service from actual age should not exceed prescribed age limit by more than 3 years. Calculation of age shall be as per the category for which the application has been made.
2.	Departmental candidates	Departmental candidate with three years continuous service in Central Govt. will be given age relaxation up to 40 years of age.
3.	Widows, divorced women and women judicially separated from husbands and who are not re-married	Age relaxation upto the age of 35 years (upto 40 years for members of Scheduled Castes/Scheduled Tribes)

4.1. SC/ST/OBC candidates who apply against unreserved post will not be given age relaxation and other concession meant for SC/ST/OBC.

4.2. The crucial date for determining the age limit shall be the last date of receipt of application.

4.3. The age relaxation will be applied only in case of those candidates who produce valid certificate(s) of caste/category.

4.4. Date of Birth filled in by the candidate in application form and the same recorded in the matriculation examination certificate will be considered for determining age and no subsequent request will be accepted.

5. Posts mentioned above are subject to "All India Transfer Liability and Field Service Liability Rules". Candidates selected may be posted to any "Unit or Location" depending on the organizational interest. No representation will be entertained.

6. How to Apply :

6.1. Candidates to forward application as per prescribed format given in the advertisement alongwith a self addressed envelope (size 10.5 cm x 25 cm) with postal stamp of Rs. 5/- properly sealed in an envelope to the address mentioned against the post applied for through ORDINARY POST. Candidates are requested to superscribe the words "APPLICATION FOR THE POST OF _____" on the top of the envelope while sending application form.

6.2. Last date for receipt of application is 21 days (Including Sunday and holidays) from the date of publication of the advertisement in the Employment News and 28 days (including Sundays and holidays) for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lehaval and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep. First date of this advertisement in the Employment Newspaper will be taken into account for calculation 21/28 days. If closing date falls on holidays, then next working days will be taken as closing date for receipt of application.

7. Candidates are allowed to apply only for one trade at one location and applications

once submitted cannot be modified under any circumstance. No application will be received by hand.

8. Persons working in Central Govt./State Govt./PSUs must provide the "NOC" document obtained through the competent authority of his/her present organization to Recruitment Agency at the time of selection.

Important Aspects:

9. Application(s) will be shortlisted on the basis of percentage of marks obtained in the Essential Qualification referred at Ser No 1. of para 1. and 2. above and Admit cards will be issued accordingly. No weightage will be given for additional/higher qualification.

10. Merely fulfilling the essential qualification does not automatically entitle a person to be called for test.

11. Admit card will NOT be issued in case of rejection/receipt of applications. Candidates will not be intimated in case of rejection of their application and no correspondence in this regard will be entertained.

12. Incomplete/illegible application will be deemed invalid and rejected without intimation to the candidate.

13. Application(s) without advertisement reference number will not be accepted.

14. No man who has more than one wife living and no woman who has more than one husband living shall be eligible for appointment.

15. Canvasing in any form shall disqualify the candidature. No enquiry or correspondence will be entertained.

16. The selection board shall not be responsible for any lapse on the part of the candidate in this regard. Candidates are responsible for providing all factually correct data and correct certificates/documents. Providing factually incorrect data, false certificates/documents for providing incomplete certificates/documents by the candidates will result in automatic rejection of his/her candidature.

17. Date of Document Verification, Written Examination, Physical Test (where applicable) and Skill Test for each trade as applicable will be intimated via admit card sent through 'ORDINARY POST' in the envelope provided by the candidate alongwith the application and it should remain valid for the future communication.

Examination:

18. Written test will be offline (Optical Mark Recognition (OMR) based) and "Objective Type" for 150 marks with Negative Marking of 0.25 marks for each wrong answer. Duration of examination is two hours. Question paper will be in bilingual i.e. English and Hindi and the syllabus will be in accordance to minimum qualification prescribed for the post at Para 1.1. and 1.2. above. Question paper will be "Multiple Choice Question" as under :-

18.1. Tin and Copper Smith (Skilled).

Ser No.	Paper a.	Subject b.	No. of Questions c.	Marks d.
1.	Part-I	General Intelligence & Reasoning	25	25
2.	Part-II	General Awareness	25	25
3.	Part-III	General English	25	25
4.	Part-IV	Numerical Aptitude	25	25
5.	Part-V	Trade Specific	60	60
Total			150	150

18.2. Lower Division Clerk (LDC).

Ser No.	Paper a.	Subject b.	No. of Questions c.	Marks d.
1.	Part-I	General Intelligence & Reasoning	25	25
2.	Part-II	General Awareness	25	25
3.	Part-III	General English	50	50
4.	Part-IV	Numerical Aptitude	50	25
Total			150	150

19. Date & Place of written examination for each trade will be intimated through admit card.

20. Written test will be conducted for all Trades. The selection committee has discretion to fix minimum qualifying marks in any or all parts of papers. Skill test and Physical test (wherever applicable) will be conducted for candidates who pass the written test and come in merit. Skill test and Physical test (wherever applicable) will be qualifying in nature and the candidates who fail to qualify Skill/Physical test shall not be eligible for selection.

21. No Transportation Allowance/Dearness Allowance will be admissible. Examination including written/skill/physical test (wherever applicable) will for TWO (02) to FIVE (05) days or more days may spread across different dates. Candidates will have to make their own arrangement for lodging/boarding during conduct of all types of examination.

22. Candidates are required to carry "Admit Card" along with identity proof (either Passport, Aadhaar card, PAN card, Driving Licence for confirmation while reporting for the document verification, physical test (wherever applicable), written test and skill test. Aadhaar card prepared more than 10 years ago will not be accepted and identity proof should have same name as given in the application.

23. Bio-metric will be done on first day and subsequent days of reporting of the candidate for the documents verification and written test/skill test/physical test (where applicable). Bio metric of selected candidates will again be taken on reporting to Units.

24. There shall be no provision for re-evaluation and re-checking of the scores. No correspondence in this regard will be entertained. The decision of appointing authority regarding selection/rejection will be final.

25. The recruitment process including any part of examination can be cancelled/ postponed/suspended/terminated without any prior notice/assigning any reasons at any stage.

26. Provisionally selected candidates have to produce original and photocopy of the following documents/certificates duly self attested by a candidate on the date and time intimated by the recruiting establishment :-

26.1. Matriculation certificate/Municipality birth certificate in support for date of birth.

26.2. Aadhar Card

26.3. Mark Sheet of the educational qualification mentioned against the post applied for.

26.4. Any certificate for the desirable qualification.

26.5. SC/ST/OBC (Non-creamy layer for OBC) EWS or any other reservation certificate, if applicable.

26.6. Discharge certificate in case of Ex-serviceman.

26.7. NOC in original from their present employer/competent authority in case of Government servant including serving Army/Force Personnel, if applicable.

26.8. Address proof (Passport/ration Card/Voter Card/Driving License).

27. Candidates on selection are liable to be transferred anywhere across India including field services liability and not necessarily at the choice of location given at time of application.

28. Any representation for redressal of grievances with regard to the recruitment will be subject to the jurisdiction of the District Court of respective stations where candidate has submitted the application.

29. The unit will not be liable for paying any compensation in case of any injury/death suffered by the candidate during the recruitment process.

Format of Certificate(s) for support of claim(s)

30. A candidate who claim to belong EWS (UR) should submit in support of his claim an attested/certified copy of a certificate in the form given below from the District Officer or the Sub-Divisional Officer or any other Officer of the District (who has been designated by the State Government concerned as competent to issue such a certificate and as indicated below) in which his parents (or surviving parent) ordinarily reside. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides, otherwise than for the purpose of the own education. Wherever photograph is an integral part of the certificate, only attested photocopies of such certificates would be accepted and not any other attested or true copy >

31. The authorities competent to issue caste certificates are indicated below >

31.1. District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/First Class Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner

31.2. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate

31.3. Revenue Officer not below the rank of Tehsildar and

31.4. Sub-Divisional Officer of the area where the candidate and/or his family resides.

32. Format of income & assets certificate to be produced by Economically Weaker Section applying for appointment to posts under Government of India.

Government of _____

Name & address of the authority issuing the certificate _____

Certificate No. _____ Dated _____

Valid for the Year _____

This is to certify that Shri/Smt/Kumari _____ son/daughter/wife of _____

permanent resident of _____

Village/Street _____ Post Office _____

District _____ in the State/Union Territory _____ Pin

Code _____ whose photograph is attested below belongs to Economically Weaker Section, since the gross annual income* of his/her family** is below Rs 8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets***

I. 5 acres of agricultural land and above;

II. Residential flat of 1000 sq. Ft and above;

III. Residential plot of 100 sq. yards and above in notified municipalities;

IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt/Kumari _____ belongs to the _____ case which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

Signature with seal of Office _____

Name _____

Designation _____

Recent Passport size attested photograph of the applicant

*Note 1 : Income covered all sources i.e salary, agriculture, business, profession, etc.

**Note 2 : The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

***Note 3 : The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

APPLICATION FORM

(To be sent neatly typed or handwritten)

(Advertisement No. _____)

To _____

(Unit Address as mentioned

at para 1 of advertisement)

Recent Passport size photograph of the applicant

1. Post applied for : _____

2. Name of the candidate : _____

3. Father's/husband's Name : _____

4. Mother's Name : _____

5. Date of Birth : _____

6. Age as on last date of receipt : Years _____ Months _____ Days _____ of application

7. Nationality : _____

8. Religion : _____

9. Correspondence address _____

10. Permanent home address _____

Pin _____ State _____

Contact/Mobile No. _____

Email ID _____

11. Category (UR/SC/ST/OBC/EWS) : _____

(UR)/ESM) (Please enclose photocopy of relevant certificate)

Abbreviations used : UR - Un-reserved, SC - Schedule Caste, ST - Schedule

Tribe, OBC - Other Backward Class, EWS - Economically Weaker Section,

PwBD - Persons with Benchmark Disability, ESM - Ex-Serviceman

12. Length of Combatant service : Years _____ Months _____ Days _____

(applicable for ESM only)

Date of enrolment (in Army/Navy/Air Force) _____ Date of retirement _____

(please enclose photocopy of discharge certificate)

13. Details of age relaxation required : _____

(applicable as per Central Govt. Policy)

