

DRAFT ADVERTISEMENT

**GOVERNMENT OF INDIA, MINISTRY OF DEFENCE
DEPARTMENT OF DEFENCE PRODUCTION
(DIRECTORATE GENERAL OF QUALITY ASSURANCE)
CONTROLLERATE OF QUALITY ASSURANCE (ARMOURED VEHICLE ARMAMENTS)
AVADI, CHENNAI – 600 054.**

Applications are invited for filling up of the following posts from Citizens of India, in the prescribed format (as per Appendix 'A') who are fulfilling requisite qualifications & requirements as mentioned below:

| Sl. No | Name of Post | Classification of post | Pay Matrix | Total Vacancies to be filled up | Reservation Status | | | | | |
|---|----------------------------------|---|-------------------------------|---------------------------------|--------------------|----|----|-----|----|---------|
| | | | | | UR | SC | ST | OBC | PH | Ex-Serv |
| 1 | MTS(Security) | Group 'C' Non-Gazetted Ministerial | Level 1 Rs.18000- 56900 | 01 | - | - | - | - | - | 01* |
| * Reserved for Ex-Serviceman (Only Ex-serviceman are eligible to apply) | | | | | | | | | | |
| 2 | Technician (Semi-Skilled) | Group 'C' Non-Gazetted Non-Ministerial (Industrial Post) | Level 1 Rs.18000- 56900 | 01 | 01 | - | - | - | - | - |

Note: - The number of vacancies mentioned above is provisional which can be increased or decreased at the discretion of Competent Authority. The incumbent on recruitment will be on probation for 2 years.

Place of Work : **CONTROLLERATE OF QUALITY ASSURANCE(ARMOURED VEHICLE ARMAMENTS),
AVADI, CHENNAI -600054**
(However selected candidates will be liable to serve anywhere in India)

Qualitative Requirements

Sl. No. 01 – Multi Tasking Staff (Security)

(Only Ex-Servicemen are eligible to apply for the reserved post)

Essential :

Age: Between 18 and 25 years

Upper age limit relaxable for Ex-servicemen UR/General candidates 03 years, OBC candidates 06 years and SC/ST candidates 08 years after deduction of the military service rendered in Army/Navy/Air force from the actual age as on the closing date.

Educational and other Qualification required:

Matriculation (10th Class Pass) from any recognized Board.

The post is identified suitable for physically handicapped persons with category of disability OA (Ex-servicemen only)

Sl. No. 02 – Technician (Semi-Skilled) (Un-Reserved)

Essential :

Age: Between 18 to 27 years . Relaxable for departmental candidates upto the age of 40 years in case of General Candidates and 45 years in case of Scheduled Caste and Scheduled tribes in accordance with the instructions or orders issued by the Central Government from time to time). Age relaxation for PH Candidates is 10 years for general candidates.

Educational Qualification: Industrial Training Institute Pass Certificate in the trade of "**Fitter**" or its equivalent Defence Services Tradesman Course approved as such by the Central Government or State Governments.

The post is identified suitable for physically handicapped persons with category of disability OL, HH.

Note : All eligible candidates are to qualify in a departmental Trade Skill Test conducted by the Department, for the job of the post for which the Candidates are being considered for appointment.

General Instructions

(Please read the instructions carefully before filling the applications)

I. Instructions for filling application

1. Application in the prescribed proforma as given below on plain paper duly typed or neatly handwritten and supported with attested copies of the relevant mark sheets /Certificates etc (original copy should not be forwarded) should reach **The Controller, Controllerate of Quality Assurance (Armoured Vehicle Armaments), Post Box No. 21, Avadi, Chennai-600054**, clearly mentioning the post applied for on the TOP of the envelope ie. "**APPLICATION FOR THE POST OF** _____" within **21 (twenty one)** days from the date of publication of this advertisement in Employment News/Rojgar Samachar/Local Newspaper.

In respect of applications sent by post/speed post from the candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Jammu & Kashmir, Lahaul & Spiti districts and Panji sub-division of Chamba district of Himachal Pradesh, A&N Islands or Lakshadweep or abroad, the last date of receipt of application for all the post is 28 days from the date of publication of the advertisement. Applications received after due date will not be considered. Application received in any other format/paper in torn / mutilated condition shall be discarded.

2. Recent passport size photograph should be pasted at appropriate places provided for in the application form duly attested by a Gazetted Officer. A candidate can apply for any one post viz. MTS(Security) or Technician (Semi Skilled) and should clearly mention the same in the application form. Application received without mentioning clearly the name of the post applied will out rightly be rejected. .

3. One Self addressed envelope (of size 30cms x 12cms) affixed with postal stamp of Rs. 40/- should be submitted along with the application for sending call letter for written test, otherwise short listed.

4. The departmental candidates should apply through proper channel and they should submit NOC alongwith a certificate from their Head of Office that "No disciplinary/Vigilance case is pending or is being contemplated against his/her nor he/she is under currency of penalty". The relaxation in age is applicable to departmental only if they have rendered not less than three years of continuous service on regular basis (and no on ad-hoc basis).

5. The following applications will be deemed invalid and rejected without information to the candidate:- (a) Application without signature of the candidate (b) Application not as per the prescribed proforma published in the advertisement (c) Application received through FAX (d) Application received after due date for any reason (e) Incomplete/illegible application (f) Latest photograph not pasted on application and not attested by Gazetted Officer (g) Copy of self attested certificates of essential qualifications not enclosed (h) Application received without mentioning clearly the post applied for, as mentioned in sub para 1&2 above (j) Application received for more than one post etc.

Note: Candidates should clearly specify the name of the post applied for that is Multi Tasking Staff (Security) or Technician (Semi Skilled) failing which, their applications will be treated as invalid.

6. Eligible/short listed candidates will only be called for written test through call letters (to be forwarded to addresses as mentioned by candidates on envelope enclosed with their application forms).

7. (a) **Syllabus/Pattern for MTS (Security)**

Syllabus for written test will be as per essential qualification mentioned against the posts and will include four sections namely General Intelligence & General Reasoning, General English & General Awareness. The question paper will be of "Objective-Multiple-choice type" in bilingual, i.e. in English and Hindi.

(b) **Syllabus/Pattern for Technician (Semi Skilled)**

Syllabus for written test will be as per essential qualification mentioned against the post covering subjects in the ITI Trade of '**Fitter**', General Science, Quantitative Aptitude & General awareness. The question paper will be of "Objective-Multiple-choice type" in bilingual, i.e. in English and Hindi.

8. (i) The selection for the posts of MTS(Security) will be based on Written Test. Written test will be conducted using OMR type answer sheets.

(ii) The selection for the post of Technician (Semi Skilled) will be based on Written Test followed by Trade skill test in the trade of '**Fitter**'. Trade skill test for the post of Technician (Semi Skilled) will be of qualifying in nature and selection will not be done on the basis of marks obtained in the trade skill test. Written test will be conducted using OMR type answer sheets.

Note: No interview will be conducted to any of the posts.

9. No TA/DA will be paid for appearing in the Written Test/Trade Test.

10. New Contributory Pension Policy will be applicable.

11. The posts are temporary but likely to continue.

12. The incumbent on recruitment will be on probation for 2 years.
13. Canvassing in any form will be a disqualification and candidature is liable to be summarily rejected.
14. The crucial date for determining the age and eligibility shall be the closing/last date for receipt of the applications ie. 21 days from the date of publication in Employment news.
15. In respect of names forwarded by the Employment Exchanges the crucial date for determining the age limit shall be the closing/last date for receipt of the application, as published in the advertisement under column "Central Employment Exchange" of Employment News.

II. **Reservation:**

- (a) Physically Handicapped candidates should enclose copy of Medical Certificate issued by CMO/Civil Surgeon of Govt. Hospital certifying the disability.
- (b) SC/ST/OBC candidates, who apply against UR vacancies are not eligible for age relaxation and other concessions meant for SC/ST/OBC.
- (c) Candidates selected under Ex-serviceman quota will be adjusted against the respective category ie. SC/ST/OBC/UR.
- (d) Ex-servicemen candidates should enclose the self attested copy of their discharge certificate.

III. This office will not be responsible for non-receipt/untimely receipt of applications/documents/call letters/Admit cards due to any postal delay. Mere submission of application will not confer any right on the applicant to be called for written test.

Sdxxx
(SS RAJAN)
BRIG
CONTROLLER

FORMAT OF APPLICATION
(To be filled in Block letters only)

| |
|---|
| Affix recent Passport size photograph & to be attested by a Gazetted Officer |
|---|

Name of Post applied for : _____

Advertisement No.& Date : _____

- 1 Name of the candidate (in block letter) :
- 2 Father's/Husband's name :
- 3 Whether belongs to SC/ST/OBC/PH/Ex-servicemen (Please mention the category) :
(Attach necessary certificate issued from competent authority/civil surgeon)
- 4 (a) Date of Birth (in Christian Era) :
- (b) Age (As on closing date) :
- (c) Age relaxation claimed : Yes/No
- (d) If answer to 4(c) is yes, then reason for age relaxation :
- 5 Nationality :
- 6 Sex (Male/Female) :
7. Educational Qualification (Beginning from Matriculation or equivalent) :

| Exam Passed | University/Board of Examination | Year | Subject | Div & % of Marks |
|-------------|---------------------------------|------|---------|------------------|
| | | | | |
| | | | | |
| | | | | |

8. Professional/Technical qualification if any :
9. Experience, if any details showing last pay drawn

| Post held | Name of Office/ Organisation/Company | From | To | Last Pay drawn | Description of work |
|-----------|---|------|----|----------------|---------------------|
| | | | | | |
| | | | | | |

- 10 Present postal address for communication :
- 11 Permanent address :
12. Aadhar Card No. (if available) :
13. Any other additional information :
14. Phone No. or Mobile No. :
15. Email ID (optional) :

DECLARATION

I do hereby declare that all the information furnished in this application is true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility detected before or after test/interview or at later stage, my candidature will stand cancelled and claims for the recruitment will be forfeited.

Place :

Date :

Signature of the Applicant

Enclosures :

1. Self attested copies of Educational Qualification/Technical Qualification/Experience(if any)
2. Self attested copy of Date of Birth Certificate
3. Self attested copy of Caste certificate
4. Self Addressed envelope with Stampage of Rs. 40/-
5. Ex-Servicemen to enclose self attested copy of Discharge book

CONTROLLERATE OF QUALITY ASSURANCE (ARMOURED VEHICLE ARMAMENTS)
AVADI, CHENNAI - 600054

ADMIT CARD

(On a separate sheet of paper in double space)

(Two Admit card should be submitted by the candidate)
 (Serial 1, 2 & 3 only to be filled by candidates)

**Affix recent
 Passport size
 photograph & to
 be attested by a
 Gazetted Officer**

POST APPLIED FOR : _____

1. Name (in block letters) :
2. Father's/Husband's name :
3. Full address for
correspondence
With PIN code :

(Left Hand Thumb Impression)

(Signature of the Candidate)

(For office use only)

4. Roll No. :
5. Date of written test/trade test :
6. Time of written test :
7. Venue of written test :

Note: All documents/certificates in original regarding Date of Birth, Category, Qualifications, experience etc. should be produced at the time of the written test, failing which the candidature stands cancelled.

DAVP/10203/11/0004/1718

CQA(AVA); Avadi