

Advertisement

MINISTRY OF DEFENCE
813 COMBAT ENGINEERING TRAINING CAMP

Recruitment Notice No. 1230/ /Civ

DIRECT RECRUITMENT OF CIVILIAN POSTS GROUP 'C' VACANCIES

1. Applications are invited for direct recruitment of civilian posts Group 'C' vacancies at 813 CETC from the eligible Indian National for the under mentioned posts :

Address	Place of Appointment	Post	UR	SC	ST	OBC	EWS	Total
Officer Commanding, 813 CETC, Pin- 913813, c/o 56 APO	813 CETC Akhnoor (J&K)	Multitasking Staff (MTS)	-	01	-	-	01	02

Number of post may be changed.

2. **Pay scale, Minimum educational qualification, Experience and Age limit for the posts is as under (No bold/undersigned): -**

S.No	Name of Post	Pay Scale with classification	Qualification	Age Limit
(a)	Multitasking Staff (MTS)	Pay level-1 (18000-56900) and other allowances. General Central Services Group "C" Non Gazette Non Industrial.	(a) Matriculation or equivalent from recognized board (b) Physically fit and strong for handling heavy stores and equipment	18 to 25 Yrs Age relaxation of 5 years for SC candidates.

3. **Age relaxation** . Applicable as per Govt rules.

4. Reservation for EWS candidates will be governed as per existing Government of India rules in force.

5. **Crucial Date** for determining the age limit shall be the closing date for receipt of application.

6. **Closing Date.** Closing date for receipt of application is **30 days from the date of publication in Employment News** including for the applicant located in the Northern Eastern States, J & K, Andaman & Nicobar Island, Lakshadweep and remote area of Himachal Pradesh and Uttarakhand etc. Application must be sent only by Government post (Ordinary/Registered/Speed post) .Applications received after closing date will be summarily rejected.

7. **How to apply.** The application is to be submitted as per the format given along with Admit Card (in duplicate), relevant annexure and self attested certified copies of the following documents:-

(a) Three passport size recent photographs self attested, one on right corner of the application and one each on Admit Card (in duplicate) and two self-attested (on reverse side) passport size photographs are to be enclosed separately with the application with name, date of photo and DOB written at the back side.

(b) Copies of supporting documents for date of birth (Birth Certificate or 10th class certificate), matriculation or equivalent passing certificate along with mark sheet, SC certificate and EWS certificate(If applicable).

(c) The application can be filled by the candidates either in English or Hindi. Black ink will be used for typing/writing the application proforma and the blue ink will be used for filling the individuals details there in.

(d) Application form duly filled as per the prescribed format along with supporting documents, two self-attested passport size photographs and two self-addressed envelope of size 28 cm x 12 cm with stamp of Rs 40/- each affixed complete in all respect will be addressed to “**The Officer Commanding, 813 Combat Engineering Training Camp, Pin-913813, c/o 56 APO**”. The applicant must seal his application in an outer envelope and clearly write “**APPLICATION FOR THE POST OF (NAME OF POST)**” on the top of the envelope in capital letters.

NOTE. Original certificate should not be sent with the application.

8. **Selection process** : The selection process will comprise of an initial screening of all candidates, a Physical Test and written test (for all categories). Final merit will be decided on the basis of marks obtained in the Written Test. No marks will be awarded for physical test. However it is essential to qualify the Physical test. Mere fulfilling of minimum prescribed qualifications does not vest any right in a candidate for being selected or called for the selection process.

(a) Initial Screening.

(i) Screening of applications received till closing date and the time will be carried out by the departmental Board of officers to ascertain their correctness and completeness. Department will not be responsible for non-receipt or late receipt of an application due to postal delay or any other reasons.

(ii) **Rejection of application.** The following application would be rejected:-

(aa) Application not as per prescribed format.

(ab) Incomplete/unsigned application.

(ac) Application without thumb impression.

(ad) Application not accompanied with the attested copies of qualification, date of birth, matriculation or equivalent passing certificate alongwith mark sheet, SC Certificate and EWS certificate (if applicable).

(ae) Self attested passport size photographs on the application and admit card.

(af) Two self attested additional passport size photographs.

(ag) Application with cutting and overwriting in any part of the application.

(ah) Non receipt or late receipt of an application due to postal delay or any reason.

(aj) Non submission of No Objection Certificate(NOC) in case of serving in Government service/armed forces.

(iii) Maximum 100 candidates per vacancy will be issued admit card on the basis of marks obtained in minimum educational qualification and meeting all eligibility criteria.

(iv) All those candidates whose applications are found correct and are eligible after scrutiny will be issued admit card intimating the physical examination date and the list of such candidates would be displayed seven days before the examination date in the office of 813 CETC, Akhnoor, (J & K).

(b) **Physical Efficiency Test (PET).** PET shall be conducted for all shortlisted candidates who qualify for the post applied. The criteria for PET is to qualify the 1.6 Km run in 6 Min 30 sec (For Male) and 8 min 30 sec (For Female)

(c) Candidates qualifying the PET would only be called for the written test.

(d) The written examination will be of two hours duration on the date to be notified separately. The written test will comprise of parts as given below. The question papers will be bilingual i.e. English and Hindi. However the questions on the portion of English language subject will be in English only. The syllabus of question paper will be of level appropriate to matriculate education.

Part	Subject	Maximum marks	Total Duration
Part-I	General Intelligence & Reasoning	25	2 Hours
Part-II	General Awareness	50	
Part-III	General English	50	
Part-IV	Numerical Aptitude	25	

Note : Negative marking of 0.25 marks for each wrong answer.

(e) **Venue for Physical test/written test.** Military Station Akhnoor, (J&K).

(f) Candidates to be in possession of admit card, identification proof like voter card/aadhar card or any recognized identification issued by government and writing material (pen, pencil, clipboard, etc) for written exam. Candidates are required to bring their original documents/certificates viz date of birth, education qualification, SC certificate and EWS certificate (where applicable) at the time of recruitment.

(g) Admit card would be carried by the candidates for physical test and written test.

(h) **Resolution of Tie Cases.** In cases where more than one candidates secure the equal aggregates marks, tie will be resolved by applying the methods one after another :

- (i) Total marks in written examination
- (ii) Date of birth, the candidate older in age gets preference.
- (iii) Marks obtained in the minimum educational qualification.
- (iv) Alphabetical order in the first name of the candidate appear.

(j) **Medical Examination.** Candidates shortlisted for the final appointment will have to undergo a medical examination as per government rules.

9. **Disqualification.** No persons,

(a) Who has entered into or contracted a marriage with a person having a Spouse living, or

(b) Who having a spouse living, has entered into or contracted a marriage with any person;

shall be eligible for appointment to the said post.

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

10. **Action against Candidates Found Guilty of Misconduct :** Candidates are warned that they should not furnish any particulars that are false or suppress any material information in filling up the application form. Candidates are also warned that they should in no case tamper with entry in a documents or its attested/certified copy submitted by them nor should they submit a tampered/fabricated document. If there is any inaccuracy or any discrepancy between two or more such documents or their attested/certificate copies, an explanation regarding the discrepancy should be submitted. A candidates who is or has declared by the Department to be guilty of the acts/omission specified above including attempt to commit, or abetting, as the case may be, of the acts specified in the under mentioned clauses may, in addition to rendering himself/herself liable to criminal prosecution, will also be liable:-

(a) To be disqualified by the Department from selection for which he/she is a candidate, and/or

(b) To be debarred either permanently or for a specified period:-

- (i) By the Department from any examination or selection held by them.
- (ii) By the Central Government from any employment under them.
- (iii) If he/she is already in service under Government to disciplinary action under the appropriate rules.

(c) **Acts/omissions inviting the prosecution.** Obtaining support of his/her candidature by any means, or impersonating or procuring impersonation by any person or submitting fabricated documents or
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documents which have been tampered with or making statement which are incorrect or false or suppressing material during the test, or writing irrelevant matter including obscene language or pornographic matter in the scripts(s), or Misbehaving in any other manner in the examination hall or Harassing or doing bodily harm to the staff employed by the Department for the conduct of their test or bringing mobile phone/communication device in the examination hall/interview room or Canvassing in any form.

11. **Appointment :**

(a) **Medical Fitness.** A candidate must be physically and mentally fit for duty anywhere in India in any terms/climate/peace/field area etc. A candidate after such medical examination as prescribed by competent authority if found to be medically fit only be appointed subject to merit in the selection process described above.

(b) Selected candidate will be appointed at 813 CETC for the post selected subject to verification of character and antecedents after police verification. Selected candidate liable for All India Transfer Liability including Field Area Liability (Civilian in Defence) as applicable.

(c) Candidates who are appointed on the basis of this examination shall be on probation for a period of two years. On successful completion of the period of probation the candidates shall if considered fit for permanent appointment be confirmed to their post by the Controlling Authority and subject to verification of certificates submitted in forum of candidature.

12. **Additional information and General instruction for all candidates.**

(a) New Contributory pension policy will be applicable.

(b) The incumbent on recruitment will be on probation for two years.

(c) Dates and venue of physical test/written test/skill test/interview will be intimated to the eligible candidates in due course of time.

(d) Govt employees must furnish 'No Objection Certificate' from their employer/office while applying otherwise their candidature will be cancelled.

(e) Please note that incomplete application like without affixing photograph, mismatching photographs, not self attested photo/certificate and or applicants found over age/under age on last date of receipt of application as indicated above will be rejected without intimation to the candidate.

(f) No TA/DA is admissible. Candidate will make own arrangement for lodging/boarding during the written exam and physical efficiency test.

(g) It is made clear that merely fulfilling the basic essential qualification requirements does not automatically entitle a person to be called for test/interview. The selection will be made strictly on merit basis. The decision of appointing authority regarding selection/rejection will be final. It is also made clear that the number of posts/vacancies is tentative and may be increased/decreased or recruitment process can be cancelled/suspended/terminated at any stage due to administration reasons.

(h) The age calculation in cases where re-advertisement is carried out for the same posts will be the last date prescribed for receipt of applications in the original/initial advertisement.

(j) Department will not be responsible for any loss/damage whether direct or consequential suffered during tests and selection process.

(k) Department reserves the right to withdraw the vacancies and terminate the appointment during the period of probation without assigning any reasons.

(l) Canvassing in any form shall disqualifying the candidates. No enquiry or correspondence will be entertained.

13. **Warning.** All the candidates are warned to be careful of the self-styled agents and requested to report to the Officer Commanding against any malpractice seen/observed by them.

14. **Recruiting Authority's Decision will be Final.** The decision of the Recruiting Authority in all matters relating to eligibility acceptance or rejection of the applications, penalty for false information made of selection conduct of examination (s) and interviews, allotment of examination centers and selection to selected candidates will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

15. **Court Jurisdiction.** Any dispute in regard to this recruitment will be subject to court/tribunals having jurisdiction over 813 CETC where the candidates has submitted the application.

FORMAT OF APPLICATION

813 Combat Engineering Training Camp

Application for the Post of _____

Affix latest
passport size
photograph duly
pasted and self
attested

(NOTE: APPLICATION BE PRINTED/ FILLED IN BLACK/ BLUE INK ONLY)

1.	Full Name of applicant (in capital letters) Hindi & English	:	
2.	Father's Name	:	
3.	Mother's Name	:	
4.	Husband's Name (If applicable)	:	
5.	Date of birth (with proof certificate)	:	
	Age as on date of publication of advertisement		<u>Yrs MonthsDays</u>
6.	Place of birth (Place/Distt/ State)	:	
7.	Full postal address with Pin Code No (with Phone No) & Nearest Railway station	:	
8.	Religion	:	
9.	Caste (whether EWS/SC certificate att)	:	
10.	Education qualification (with proof certificate)	:	
11.	Experience (if any)	:	
12.	Marks of identification on the Body	:	
13.	Sex (Male/ Female)	:	
14.	Marital Status (Married/ Single)	:	
15.	Nationality (only Indians can apply)	:	
16.	Special Skills (if any)	:	
17.	If already Employed, give particulars of: (a) Name of organization where employed (b) Employed from (Date) (c) Designation (d) Address of Employer (e) Date of retirement		

Declaration

I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false/ incorrect or ineligibility being detected before or after the test or during the service, my candidature/ appointment will stand automatically cancelled.

Thumb Impression

Place:

Date:

(Signature of the candidate)

Full Name _____

Thumb impression

Encls: 1. Two self attested photographs

2. Attested copies of certificates (____ sheets)

3. Left thumb impression of male candidate and Right thumb impression in case of female Candidate.

ADMIT CARD FOR (PET/WRITTEN) TEST

TO BE SUBMITTED IN DUPLICATE ON SEPARATE SHEETS IN DOUBLE SPACE

(SER NO 1, 2 & 3 TO BE FILLED BY CANDIDATE)

(WITHOUT ADMIT CARD CANDIDATES ARE NOT ALLOWED TO ATTEND THE PET/WRITTEN TEST)

CANDIDATE COPY

Paste (don't
staple) your
passport size
photograph duly
self attested.

Admit Card/Roll No :
(To be filled by issuing Authority)

1. Name :
2. Full address for communication :
(With PIN Code)
3. Post applied for :
4. Date of PET Test :
5. Time of PET Test :
6. Venue of PET Test :
7. Date of Written Test :
8. Time of Written Test :
9. Venue of Written Test :

Date & Signature of Applicant

(Signature of Issuing Officer with Stamp)

Note: The Admit Card after issuance by the Deptt. will be produced by the candidate for written examination, documentation check (if called for) and at the time of joining (if called for). Hence candidate should preserve this Admit Card.

OFFICE COPY

Paste (don't
staple) your
passport size
photograph duly
self attested.

Admit Card/Roll No :
(To be filled by issuing Authority)

1. Name :
2. Full address for communication :
(With PIN Code)
3. Post applied for :
4. Date of PET Test :
5. Time of PET Test :
6. Venue of PET Test :
7. Date of Written Test :
8. Time of Written Test :
9. Venue of Written Test :

Date & Signature of Applicant

(Signature of Issuing Officer with Stamp)

Annexure III

(Name & Address of the authority issuing the certificate)

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY

WEAKER SECTIONS

Certificate No _____

Date _____

VALID FOR THE YEAR _____

1. This is to certify that Sh/Smt/Kumari _____ Son/Daughter/Wife of _____ permanent resident of _____ Village/Street _____ Post Office _____ Teh _____ Distt _____ in the State/Union Territory _____ Pin Code _____ Whose photograph is attested below belongs to Economically Weaker Sections, 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 area other than the notified municipalities.

2. Sh/Smt/Kumari _____ belong to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and other Backward Classes(Central List).

Recent
Passport size
attested
Photograph of
the applicant

Signature with Seal of Office _____

Name _____

Designation _____

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 locatioins or different place/cities have been clubbed while applying the land or property holding test to determine EWS status.

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