

**Government of India**  
**Ministry of Personnel, Public Grievances & Pensions**  
**Staff Selection Commission**  
**Western Region, Mumbai**  
Help Line No. 09869730700/07738422705  
(Website: [www.sscwr.net](http://www.sscwr.net))  
Email ID: [sscwrinterviewsection@gmail.com](mailto:sscwrinterviewsection@gmail.com).

**RECRUITMENT NOTICE**

**ADVERTISEMENT NO.WR/01/2016**

File No. SEL 28/INT/SSC(WR)/2016

Closing Date: 02 October 2016

**“GOVERNMENT STRIVES TO HAVE A WORK FORCE WHICH REFLECTS GENDER BALANCE AND WOMEN CANDIDATES ARE ENCOURAGED TO APPLY”**

Applications are invited from eligible candidates with Nationality/Citizenship as indicated under Para-6 of this Notice, for the Selection Posts indicated in Para-4 of this Notice. Only those Applications successfully filled through the Website <http://ssconline.nic.in/sscselectionposts/> and Print out of Online Application along with all the required documents received in the concerned SSC Regional Office within the specified time are accepted. Procedure for Online Submission of Application consists of two stages – (i) Registration Part & (ii) Application Part.

2. Candidates should go through the Recruitment Notice carefully before applying for the post and ensure that they fulfil all the eligibility conditions like Age-Limit/Essential Qualifications (EQs)/ Experience/Caste/ Category etc. as indicated in this Notice. Candidature of candidates not meeting the eligibility conditions is liable to be cancelled at any stage of the recruitment process without any notice. Candidature of Applicants shall be purely **PROVISIONAL** at all stages of the recruitment process.

3. All information relating to this recruitment right from the status of application upto the nomination of the selected candidates to the User Department including call letters for OMR/Computer Based Examination to the provisionally eligible candidates will be available on the website of Staff Selection Commission, Western Region i.e. <http://sscwr.net>. Candidates are advised to visit the said website frequently for the latest information regarding the recruitment process.

**NOTE: -CANDIDATES ARE ALSO ADVISED TO FILL THEIR CORRECT AND ACTIVE E-MAIL ADDRESSES AND MOBILE NUMBER IN THE ONLINE APPLICATION AS ALL CORRESPONDENCE WILL BE MADE BY THE COMMISSION THROUGH E-MAIL/SMS ONLY.**

#### 4. DETAILS/DESCRIPTION OF POSTS:

(1) POST CATEGORY NO: WR10116

A	Name of Post	:	Research Assistant(Civil Engineering)
B	Classification	:	Group B (Non Gazetted)
C	Vacancy	:	10 (05-UR, 01-OBC, 02-SC & 02-ST) (Out of 10 vacancies one vacancy is reserved for VH (B.LV i.e blind low vision)
D	Department	:	Central Water And Power Research Station, Khadakwasla, Pune
E	AGE	:	Between 18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4600/-
G	Essential Qualifications	:	B.E./B.Tech in Civil Engineering from recognized University
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Khadakwasla, Pune
J	Job Requirement	:	(a) To conduct literature survey (b) To examine and scrutinize data for research and arrange it in proper format using manual or computer based techniques as required (c) To construct the physical and numerical model pertaining to problems and projects at CWPRS (d) To design, fabricate, install and maintain the experimental set up and instruments for conducting research. (e) To analyses the experimental results and present them in the report form (f) Any other duties as may be assigned under the overall guidance of supervising staff
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	The post is identified as suitable for OH, HH & VH candidates

## (2) POST CATEGORY NO: WR10216

A	Name of Post	:	Research Assistant(Electronics & Telecommunication Engineering)
B	Classification	:	Group B (Non Gazetted)
C	Vacancy	:	01-UR (OH) One vacancy is reserved for OH
D	Department	:	Central Water And Power Research Station, Khadakwasla, Pune
E	AGE	:	Between 18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4600/-
G	Essential Qualifications	:	B.E./B.Tech in Electronics & Tele Communication Engineering or Electronics & Communication Engineering from recognized University
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Khadakwasla, Pune
J	Job Requirement	:	(a) To conduct literature survey (b) To examine and scrutinize data for research and arrange it in proper format using manual or computer based techniques as required (c) To construct the physical and numerical model pertaining to problems and projects at CWPRS (d) To design, fabricate, install and maintain the experimental set up and instruments for conducting research. (e) To analyses the experimental results and present them in the report form (f) Any other duties as may be assigned under the overall guidance of supervising staff
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	The post is identified as suitable for OH

## (3) POST CATEGORY NO: WR10316

A	Name of Post	:	Research Assistant(Electrical Engineering)
B	Classification	:	Group B (Non Gazetted)
C	Vacancy	:	01-OBC (UR, SC and ST candidates are not eligible)
D	Department	:	Central Water And Power Research Station, Khadakwasla, Pune
E	AGE	:	Between 18-30 years (Relaxable upto 35 years in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4600/-
G	Essential Qualifications	:	B.E./B.Tech in Electrical Engineering from recognized University
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Khadakwasla, Pune
J	Job Requirement	:	(a) To conduct literature survey (b) To examine and scrutinize data for research and arrange it in proper format using manual or computer based techniques as required (c) To construct the physical and numerical model pertaining to problems and projects at CWPRS (d) To design, fabricate, install and maintain the experimental set up and instruments for conducting research. (e) To analyses the experimental results and present them in the report form (f) Any other duties as may be assigned under the overall guidance of supervising staff
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	The post is identified suitable for PH candidate

## (4) POST CATEGORY NO: WR10416

A	Name of Post	:	Research Assistant(Mechanical Engineering)
B	Classification	:	Group B (Non Gazetted)
C	Vacancy	:	01-OBC & 01-SC (UR and ST candidates are not eligible)
D	Department	:	Central Water And Power Research Station, Khadakwasla, Pune
E	AGE	:	Between 18-30 years (Relaxable upto 35 years in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4600/-
G	Essential Qualifications	:	B.E./B.Tech in Mechanical Engineering from recognized University
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Khadakwasla, Pune
J	Job Requirement	:	(a) To conduct literature survey (b) To examine and scrutinize data for research and arrange it in proper format using manual or computer based techniques as required (c) To construct the physical and numerical model pertaining to problems and projects at CWPRS (d) To design, fabricate, install and maintain the experimental set up and instruments for conducting research. (e) To analyses the experimental results and present them in the report form (f) Any other duties as may be assigned under the overall guidance of supervising staff
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	The post is identified suitable for PH candidate

## (5) POST CATEGORY NO: WR10516

A	Name of Post	:	Research Assistant(Scientific - Physics)
B	Classification	:	Group B (Non Gazetted)
C	Vacancy	:	01-UR (OBC/SC/ST candidates are not eligible for age relaxation)
D	Department	:	Central Water And Power Research Station, Khadak Was, Pune
E	AGE	:	Between 18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4600/-
G	Essential Qualifications	:	Masters Degree in Physics from recognized University
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Khadakwasla, Pune
J	Job Requirement	:	(a) To conduct literature survey (b) To examine and scrutinize data for research and arrange it in proper format using manual or computer based techniques as required (c) To construct the physical and numerical model pertaining to problems and projects at CWPRS (d) To design, fabricate, install and maintain the experimental set up and instruments for conducting research. (e) To analyses the experimental results and present them in the report form (f) Any other duties as may be assigned under the overall guidance of supervising staff
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	The post is identified suitable for PH candidate

## (6) POST CATEGORY NO: WR10616

A	Name of Post	:	Senior Technical Assistant (Chemical)
B	Classification	:	Group B (Non Gazetted),
C	Vacancy	:	01-UR & 01-SC (OBC & ST candidates are not eligible for age relaxation)
D	Department	:	Central Ground Water Board, Pune
E	AGE	:	Between 18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4600/-
G	Essential Qualifications	:	(a) Master's Degree in Chemistry or Agricultural Chemistry or Soil Science from a recognized university .
H	D.Q.	:	Two Years experience in Ground Water Analysis and Ground Water Chemistry
I	Initial Place of Posting	:	Nagpur / Ahmedabad with AISL
J	Job Requirement	:	(a) Carry out chemical analysis of water samples and natural & polluted water. (b) Analysis of water samples for basic nature of Chemical characteristics. (c) Compilation of chemical data for Ground Water Data Year-Book (chemical) preparation of hydro chemical maps/reports and monthly progress report. (d) Operation and maintenance of Chemical equipment/instrument. Supervision of preparation of Laboratory reagents. (e) "Analysis & Quality Control" Laboratory Chemical data bank and reagent centre(s) where the centre(s) makes control and distribution standard to other laboratories.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(The post is not identified as suitable for PH candidates)

## (7) POST CATEGORY NO: WR10716

A	Name of Post	:	Scientific Assistant (M&E) (Military Explosives)
B	Classification	:	Group B (Non Gazetted)
C	Vacancy	:	59 (31-UR, 14-OBC, 09-SC & 05-ST) (one vacancy is reserved for OH(OL))
D	Department	:	Directorate General Quality Assurance /Adm 7B
E	AGE	:	18-30 years (Age relaxation is admissible as per Govt. Instructions. Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time))
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	(I) "Bachelor's Degree in Science with one of the subjects at Graduate Level in Chemistry from a recognized University or Diploma in Chemical Engineering from a recognized University or State Board of Technical Education. (II) Two years experience in Quality Assurance/Production/Development/Laboratory in the field of Chemical.
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Ichapur(WB), Kolkata, Pune(MS), Bhandara(MS), Itarsi(MP), Khamaria(MP), Khadki(MS), Bolangir(Orissa), Ambajhari(MS), Chandrapur(MS), Delhi, Chennai(Tamilnadu), Aruvankadu(Tamilnadu), Mumbai(MS), Varangaon(MS)
J	Job Requirement	:	1. To carry out day to day analysis/testing of the samples allotted to him in accordance with specification/laid down tests/ instructions taking due safety precautions and complete the same in given time. 2. To assist JTO(S) in all the matters of their responsibilities such as maintenance and upkeep of laboratory/section, maintaining all records, specifications, registers, compilation of report, calibration work etc. 3. To seek guidance from senior/experienced SA/JTO(S) in case of analytical/technical difficulty. 4. To maintain special apparatus/instruments concerned with tests/trials/experiments whenever asked for. 5. To prepare laboratory reagents, standard solution with the help of Lab Asstt. /Lab Attdt. 6. To guide and assist his junior co-worker in testing samples. 7. To carryout any other related duties allotted to him by JTO(S)/In-Charge.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	The post is identified as suitable for OH & HH candidates



## (8) POST CATEGORY NO: WR10816

A	Name of Post	:	Scientific Assistant (M&E) (Metallurgy)
B	Classification	:	Group B (Non Gazetted)
C	Vacancy	:	15 (06-UR, 04-OBC, 02-SC & 01-ST)
D	Department	:	Directorate General Quality Assurance /Adm 7B
E	AGE	:	Between 18-30 years (Age relaxation is admissible as per Govt. Instructions. Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	( a)'Bachelor's Degree in Science with one of the subjects at Graduate Level viz. Physics, Chemistry from a recognized University or Diploma in Metallurgical Engineering from a recognized University or State Board of Technical Education ( b) Two years experience in Quality Assurance/ Production/Laboratory in the field of Metallurgy.
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Ambernath(MS), Muradnagar(UP), Ichapur(WB), Katani(MP) & Cossipore(WB)
J	Job Requirement	:	1. To carry out day to day analysis/testing of the samples allotted to him in accordance with specification/laid down tests/ instructions taking due safety precautions and complete the same in given time. 2. To assist JTO(S) in all the matters of their responsibilities such as maintenance and upkeep of laboratory/section, maintaining all records, specifications, registers, compilation of report, calibration work etc. 3. To seek guidance from senior/experienced SA/JTO(S) in case of analytical/technical difficulty. 4. To maintain special apparatus/instruments concerned with tests/trials/experiments whenever asked for. 5. To prepare laboratory reagents, standard solution with the help of Lab Asstt. /Lab Atttdt. 6. To guide and assist his junior co-worker in testing samples. 7. To carryout any other related duties allotted to him by JTO(S)/In-Charge.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	The post is identified as suitable for OH & HH candidates.

## (9) POST CATEGORY NO: WR10916

A	Name of Post	:	Draftsman Grade-I
B	Classification	:	Group B (Non Gazetted)
C	Vacancy	:	03-UR (OBC/SC/ST candidates are not eligible for age relaxation)
D	Department	:	Central Water and Power Research Station
E	AGE	:	Between 18-30 years (Age relaxation is admissible as per Govt. Instructions. Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	Diploma in Engineering or Technology (Civil Discipline) from a recognized Board or University
H	D.Q.	:	NIL
I	Initial Place of Posting	:	Pune with AISL
J	Job Requirement	:	(a) To receive instructions from the Head Draftsman and get the work done from Draftsman Grade-III working under them. (b) To check the work done by Draftsman Grade-III working under him before putting it up to Head Draftsman. (c) To prepare drawing from given data and sketches for types of building and all types of works. (d) To work out estimates of buildings and all types of works. (e) To do the plotting of cross sections, long sections, graphs from given data. (f) To enlarge and reduce maps by means of pantograph and calculate areas by means planimetre. (g) To keep and maintain records and survey sheets, drawings and tracings. (h) To assist Head Draftsman in routine matters when so required. (i) Any other duties as may be assigned from time to time.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(The post is identified as suitable for OH (OA,OL & BL) & HH candidates only)

## (10) POST CATEGORY NO: WR11016

A	Name of Post	:	“Economic Investigator” re-designated as “Economic Officer”
B	Classification	:	Group B (Non Gazetted),
C	Vacancy	:	01-OBC(OH) (OBC/SC/ST candidates are not eligible for age relaxation)
D	Department	:	Office of the Textile Commissioner, Ministry of Textiles, Mumbai
E	AGE	:	Between 18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	(a) Degree with Economics or Statistics or Mathematics as a subject from a recognized University. (b) 3 years experience in dealing with Economic and financial problems or collecting Economic Intelligence and preparing reports.
H	D.Q.	:	NIL
I	Initial Place of Posting	:	Mumbai with AISL
J	Job Requirement	:	(a) Supervision of compilation of various statistical data returns received from Industry. (b) Overall and intensive study of Economic/ Statistical data received through prescribed statistical returns. (c) Comprehensive knowledge of the General economic factor effect in the several sectors of textile industry as also of other allied industries. (d) Interpretation of economic data, preparation of notes and reviews on the basis of study of economic/ statistical data. (e) To assist officers in regard to detailed studies of various economic problems of the industry in all aspect. (f) Study of the trend of working of manufacturing units of the textile industry in all sectors (viz. Mills, Power Looms) (g) Dissemination of data for submission to the various Ministries Govt. Departments, Statutory Commissions and trade associations and agencies on various matters.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(The post is identified as suitable for PH(OH) (OA &OL) candidates)

(11) POST CATEGORY NO: WR11116

A	Name of Post	:	Textile Designer
B	Classification	:	Group B (Non Gazetted), Non Ministerial
C	Vacancy	:	02-UR (OBC/SC/ST candidates are not eligible for age relaxation)
D	Department	:	Ministry of Textiles, Weavers' Service Centre
E	AGE	:	Between 18-30 years (Age relaxation is admissible as per Govt. Instructions. Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	<p>(A) Bachelor's Degree in textile design or fine arts with textile designs as a subject from a recognized university or institute.</p> <p>(b) Two years experience as designer in the field of textile designing with appropriate motifs and colour combination as well as lay-out of designs on paper and fabrics in a handlooms establishment or in a dye house.</p> <p style="text-align: center;"><b>OR</b></p> <p>(a) Three years Diploma in fine arts with textile designs as a subject from a recognized university or institute.</p> <p>(b) Three years experience as a designer in the field of textile designing with appropriate motifs and colour combination as well as lay-out of designs on paper and fabrics in a handlooms establishments or a dye house.</p> <p><b>Note 1:</b> The qualifications are relaxable at the discretion of the Competent Authority for the reasons to be recorded in writing, in the case of candidates otherwise well qualified.</p>
H	D.Q.	:	NIL
I	Initial Place of Posting	:	Mumbai & Nagpur with AISL
J	Job Requirement	:	<p>(a) To prepare appropriate motifs/designs in different colour combinations as well as layouts of design on paper and in fabrics.</p> <p>(b) To collect samples and designs from various handlooms and craft centres, Museum and other sources.</p> <p>(c) To develop design on CAD/CAM system.</p> <p>(d) To impart training to the trainees.</p>
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	This post is not identified as suitable for PH candidates.

(12) POST CATEGORY NO: WR11216

A	Name of Post	:	Technical Superintendent (Weaving)
B	Classification	:	Group B (Non Gazetted), Non Ministerial
C	Vacancy	:	02-UR (OBC/SC/ST candidates are not eligible for age relaxation)
D	Department	:	Ministry of Textiles, Weavers' Service Centre
E	AGE	:	Between 18-30 years (Age relaxation is admissible as per Govt. Instructions. Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	(A) Bachelor's Degree in textile technology or three years diploma in handloom technology or handlooms and textile technology from a recognized university or institute. (b) Two years practical experience as shift-in-charge for degree holders and three years for diploma holders in a textile weaving or production establishment or corporation or institution, out of which, at least one year should be in handlooms dealing with all the different techniques of production as well as analysis and costing of handlooms fabrics including traditional varieties and special fabrics of all fibers and their blends, dismantling, erecting and working of different types of handlooms and handlooms accessories such as jacquards, dobbies, jalas and experience of guiding and controlling the activities of the weavers in the production of fabrics with new designs and textures as well as organize production of commercial samples using improved accessories and appropriate techniques of production. Note 1: The qualifications are relaxable at the discretion of SSC/the Competent Authority for the reasons to be recorded in writing, in case of candidates otherwise well qualified.
H	D.Q.	:	NIL
I	Initial Place of Posting	:	Mumbai & Nagpur with AISL
J	Job Requirement	:	To overall supervise weaving section, which include translating paper designs into samples, product development, analysis and costing of fabrics, training to the trainees etc.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(The post is not identified as suitable for PH candidates)

## (13) POST CATEGORY NO: WR11316

A	Name of Post	:	Jr. Draftsman
B	Classification	:	Group B (Non Gazetted), Non Ministerial
C	Vacancy	:	01-OBC (UR/SC/ST candidates are not eligible for this post)
D	Department	:	Forest Survey of India, Nagpur
E	AGE	:	Between 18-28 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	^Diploma in Draftsmanship (Civil/Mechanical) from recognized Institute of not less than 02 years duration (including 6 months training) and practical experience of atleast one year in reputable organization after getting the Diploma.
H	D.Q.	:	NIL
I	Initial Place of Posting	:	Nagpur with AISL
J	Job Requirement	:	(a) To assists the Sr. Draftsman in his duties (b) To prepare charts and maps etc. (c) to attend general work of Drawing section (d) To attend any other work entrusted to him by the officers connected with his post.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(This post is not identified as suitable for PH candidates)

(14) POST CATEGORY NO: WR11416

A	Name of Post	:	Senior Research Assistant
B	Classification	:	Group B (Non Gazetted), Non Ministerial
C	Vacancy	:	03-UR & 01-OBC (SC/ST candidates are not eligible for age relaxation)
D	Department	:	Ministry of Water Resources, River Development & Ganga Rejuvenation, Central Water Commission, Gandhinagar
E	AGE	:	Between 18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	Master's Degree in Chemistry from a recognized University or Institution.
H	D.Q.	:	NIL
I	Initial Place of Posting	:	Gandhinagar (Gujarat) & Surat with AISL
J	Job Requirement	:	(i) Analysis of water samples for determination of physic-chemical, biological & micro-biological water quality parameters. (ii) To assist the Assistant Research Officer in the analysis of trace & toxic elements and organic compounds using highly sophisticated equipments viz. ICP, HPLC, AAS, TOC analyzer etc. in the laboratories. (iii) Operation and maintenance of laboratory equipments. (iv) To assist in compilation and publication of data in the form of water quality, sediment and bed material year books. (v) Special studies like longitudinal DO & BOD surveys. (vi) To assist in the preparation of water quality status reports giving special emphasis on suitability of water for different uses and reports on specified tests at selected sites on users' demand. (vii) To assist in the preparation of Water Quality Bulletins and other reports. (viii) To assist in preparation of SFC memos and working estimates for different schemes related to "water quality monitoring in rivers, lakes / reservoirs" (ix) To assist in preparation of technical specifications for procurement of various equipments including advanced, sophisticated and imported equipments. (x) Entry of water quality and sediment data in SWDES form. (xi) Participation in Inter Laboratory Assurance Programme (AQC) exercise. (xii) To assist ARO/RO/Senior Research Officers in various Scientific / Technical matters (xiii) To conduct analysis of Bed Material Samples.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(This post is identified as suitable for OH, HH & VH (Low Vision) candidates)

(15) POST CATEGORY NO: WR11516

A	Name of Post	:	Speech Therapist
B	Classification	:	Group B (Non Gazetted)
C	Vacancy	:	01-UR (OBC/SC/ST candidates are not eligible for age relaxation)
D	Department	:	Directorate General of Armed Forces Medical Services, MoD, New Delhi
E	AGE	:	Between 18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	(a) Passed 10+2 of recognized Central Board or State Board (b) Diploma in Speech Therapy from recognized Institution (c) Two years experience in dealing with speech defects in a Medical College or University or Clinic,  <b>OR</b> (a) Bachelor's Degree from a recognized University in Audiology and Speech language Pathology (b) One year experience from recognized Institution in dealing with speech defects in a Medical College or University or Clinic.
H	D.Q.	:	NIL
I	Initial Place of Posting	:	Pune (Maharashtra) with AISL
J	Job Requirement	:	He/she will work under the orders and supervision of the Head of the ENT Deptt. He/she will be hold charge of all equipment of the speech therapy department. He/she will keep the equipments in good conditions. He/she will render a check certificate to the Head of Deptt on the 2 <sup>nd</sup> of every month about the correctness of the equipment. He/she will be responsible for keeping the department of Speech Therapy clean and tidy. He/she will conduct regular OPD during working hours and carry out the necessary investigation/treatment of all patients under his/her care. He/she will maintain the OPD register and other records and progress charts of all patients attending the Speech Therapy Center. He/she will assist the Head of Department Reader/Trainee Officers in their work, if required. He/she will render technical assistant for research project conducted by the department. He/she will take periodical lectures/demonstrations for undergraduate and post graduates/para medical staff as allotted by the Head of Deptt. He/she will take steps to acquire herself/himself with the current knowledge and recent advances in Speech Therapy and Audiology. He/she will sign the attendance register when reporting for duty before break-off and will report to the ENT Deptt AFMC. He/she will be responsible for technical training in audiology and speech therapy to the Class I Nursing Assistant Courses as per syllabus and under instructions of the Head of Department. He/she will attend all departmental professional conferences as far as possible. He/she will carry out such other duties as may be assigned to him from time to time by the Head of Deptt/Reader.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(The post is identified as suitable for OH(OL,BL,OA) candidates only)



## (16) POST CATEGORY NO: WR11616

A	Name of Post	:	Research Assistant
B	Classification	:	Group B (Non-Gazetted), Non Ministerial
C	Vacancy	:	01-ST, 02-OBC (UR & SC candidates are not eligible for this post)
D	Department	:	National Centre for Disease Control, New Delhi
E	AGE	:	Between 18-30 years (Relaxable upto 40 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	A Master's Degree in relevant specialty i.e. Zoology/Microbiology/Biochemistry.
H	D.Q.	:	Two years' practical experience in a medical/Research Laboratory
I	Initial Place of Posting	:	Calicut, Delhi with AISL
J	Job Requirement	:	To Assistant in Research work/Health Programmes, Field visit during epidemic etc.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(01 OBC Vacancy is reserved for HH candidate) (This post is identified as suitable for PH candidates)

(17) POST CATEGORY NO: WR11716

A	Name of Post	:	Junior Technical Assistant
B	Classification	:	Group B (Non Gazetted), Non Ministerial
C	Vacancy	:	12 (07-OBC, 02-SC, 03-ST) (UR candidates are not eligible for this post)
D	Department	:	Ministry of Corporate Affair, New Delhi
E	AGE	:	Between 18-30 Years (Relaxable upto 40 years in case of Government Servants in accordance with the instructions or orders issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	Degree in Commerce or Economics or degree in Law from a recognized University.
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Anywhere in India
J	Job Requirement	:	Technical Scrutiny of Returns/Documents statutorily required to be filed under different provisions of Companies Act, 1956, to examine compliances of Companies Act and other related Acts & Rules by Companies registered under the Companies Act.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(The post is identified suitable for HH, VH (Partially blind) & OH (OL, BL & OA)(but it should not be the 'arm used for writing candidates)) (One vacancy each is reserve for OH, HH & VH candidates)

(18) POST CATEGORY NO: WR11816

A	Name of Post	:	Chargeman-II (Factory)
B	Classification	:	Group B (Non Gazetted)
C	Vacancy	:	04(02-UR & 02-OBC) (SC & ST candidates are not eligible for age relaxation)
D	Department	:	Naval Armament Depot, Mumbai
E	AGE	:	Between 18-25 years (Relaxable upto 30 years in case of Government Servants in accordance with the instructions or orders issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	Bachelor of science degree with physics or chemistry or mathematics from a recognized university or institution or a Diploma in Engineering in the appropriate discipline viz Electrical, Electronics, or Mechanical Engineering from a recognized University or Board.
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Mumbai with AISL
J	Job Requirement	:	<p>1 <b>Duties and Responsibilities:</b> A Chargeman of workshop section is responsible to his immediate superior for the discipline of the employees under his control and for the safe, correct expeditious performance of all work done in his / her section.</p> <p>2 <b>Technical Proficiency:</b> Chargeman is to be conversant with all the technical requirements of the articles being maintained in the workshop, conversant with the various routines, mandatory replacement, functioning and repair of the article. He / she is to notify his immediate supervisors meritorious work performed by his / her men.</p> <p>3 <b>Observance of Regulation:</b> He / she is to acquaint himself with and follow all regulations and instructions which govern the conduct of his duties. He / she will not be absolved of blame for failure to observe any particular regulation or instruction on the plea of ignorance.</p> <p>4 <b>Organisation of work:</b> He / she is to organize the work in his / her section and ensure that adequate supplies of stores tools, etc are always available for work to proceed without interruption. Difficulties, which prevent continuity of work e.g. unexpected defects, delays in transport, etc, are to be reported to his superiors immediately.</p> <p>5 <b>Use of manpower and material:</b> He/she should ensure that economy is exercised in use of manpower and material and only authorized stores are used. He / she is to report promptly to his immediate superiors any actual or expected shortage of job for the available labour force.</p> <p>6 <b>Progress of work:</b> He / she is to ensure that daily record of attendance and achievements are correctly maintained where applicable. H / she is to ensure that the planned work is completed on time and delay, if any due to failure of article / equipment is communicated to his / her superiors immediately.</p> <p>7 <b>Performance of work to approved drawings and specifications:</b> He / she is to ensure that all work performed in his section in accordance with approved drawings, specifications of other instruction. He / she is to ensure that the work proceeds in accordance with relevant approved process and specifications, approved drawing or other instructions.</p> <p>8 <b>Instruction to Employees:</b> He / she is to ensure that all the employees in his section understand what work they are to do and how it is to be done.</p> <p>9 <b>Discipline:</b> He / she is to ensure that all employees in his section:-  (a) Go to their place of duty and commence work without undue delay after in-muster  (b) Attend constantly to their duties.  (c) Do not idle  (d) Do not cease work before the designation time.  He / she is to be on guard against misbehavior, improper performance of duty, laziness and inefficiency and is to report to his superiors about any person who fails to obey his order in these respects. He /she will intimate Foreman Factory long / frequent absenteeism of</p>

		<p>employees under his / her control without prior permission / approval.</p> <p>10 <b>Regulations for employees:</b> He / she is responsible that all employees in his section comply with all regulations concerning his her section. Towards this he / she is to arrange regular interaction the employees during tea break and inform them of order, regulations that are use from time to time through TDOs, PDOs, Memos, etc.</p> <p>11 <b>Training:</b> He / she is to ensure that the staff employed in his / her section are fully conversant and trained on the weapons, equipment and machineries as applicable with special emphasis on safety features.</p> <p>12 <b>Safety and Fire Regulations:</b> He / she is to ensure that the employees in his section</p> <ul style="list-style-type: none"> <li>(a) Know the local safety and fire regulations</li> <li>(b) Are trained in the use of all fire appliance which they may have to operate</li> <li>(c) Understand clearly what they are expected to do in the event of an outbreak of fire or accidents involving explosives in any part of the establishments.</li> </ul> <p>13 <b>Fire appliances:</b> He / she is to ensure that all first aid and fire fighting appliances in his / her section are tested regularly and are always fit for use and are available in the appointed places. He / she will organize the maintain record of fire drill and exercise.</p> <p>14 <b>Examination premises (including any outside receptacles for inflammable material);</b> After men have cease work, he / she ( or his / her authorized representative) should ensure that every part of the premises in his / her charge is examined carefully to confirm that:-</p> <ul style="list-style-type: none"> <li>(a) All material liable to spontaneous combustion has been disposed off in accordance with local instruction</li> <li>(b) No fires or lights are left burning.</li> <li>(c) All windows are fastened</li> <li>(d) Electrical power is switched 'off' at the main</li> <li>(e) The premises are in every respect secure and free from risk.</li> </ul> <p>Having completed these examinations, he / she or his / her authorized delegated is required to fastened securely all doors of the premises and sign the record maintained for this purpose (safety of premises registers).</p> <p>15 <b>Security:</b> He /she is ensure that all the standing instructions for the custody and security of keys are understood and complied with by those detailed for this purpose.</p> <p>16 <b>Classified stores and classified documents:</b>He / she is to observe the rules governing the custody and handling of classified stores and classified documents.</p> <p>17 <b>Equipment maintenance:</b> He / she is to ensure that the equipment in his custody and the test sets used in various workshops are maintained in fully serviceable condition and calibrated up to date. He / she will initiate necessary action for calibration of the equipment well in advance before they fall due. He / she will also ensure that the lifting appliances are maintained in good order as well as pressure vessels which require periodical testing.</p> <p>18 <b>Log Book maintenance:</b> He / she is to ensure that the log books of the Guided weapons and their subassemblies are maintained up to date with all the test results incorporated and forwarded to the inspecting officer well before the time of issue of the Guided weapons to the ships / storehouse.</p> <p>19 <b>Care of premises:</b> He / she is responsible for the cleanliness of good order of premises in his / her charge. He / she is to ensure clearance of wild growth of grass in surroundings to avoid fires and also present a pleasant appearance of the surroundings.</p> <p>20 <b>Care of buildings and plants:</b> He / she is to ensure that all buildings, machines tools apparatus and appliances for which he / she is responsible are correctly and economically used and maintained. He / she is to advise his / her superiors on any repair or alterations which may be necessary and any tests which may be due. He / she to ensure that any equipment which is due for test is not used.</p> <p>He / she is to pay special attention to the state of holdings in the buildings which are to be maintained free from faults or contamination which may cause accidents.</p> <p>He / she is to liaise with MES and ensure that all the lighting conductor systems in the buildings are operational, tested and maintain a record of such tests.</p> <p>21 <b>INAMS:</b> He / she should familiarize himself with INAMS network and relevant modules pertaining to his / her work</p> <p>22 <b>Counseling and Divisional System:</b> He / she will conduct the divisional system and maintain Counseling register for recording the improvement and performance of the employees under his / her control.</p> <p>23 <b>Other duties:</b> He / she is to carry out any other duty assigned by his / her superiors.</p>
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	: (This post is not identified as suitable for PH candidates)

(19) POST CATEGORY NO: WR11916

A	Name of Post	:	Scientific Assistant (Vehicle)
B	Classification	:	Group B (Non Gazetted) (Non Ministerial)
C	Vacancy	:	02-UR & 01-SC (OBC & ST candidates are not eligible for this post)
D	Department	:	Sr. Quality Assurance Estt (Vehicle), MoD (DGQA)
E	AGE	:	Between 18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	Pay Band- 2 (Rs. 9300-34800/ )with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	(i) Bachelor's Degree in Science with one of the subjects at Graduate level viz. Physics or Chemistry from a recognized University OR Diploma in Engineering viz. Mechanical/Automobile from a recognized University or State Board of Technical Education. (ii) Two years experience in Quality Assurance of Metallurgy/Mechanical Engineering/Automobile Engineering from a recognized organization or undertaking
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Ahmednagar(MS) with AISL
J	Job Requirement	:	Testing of automobile components pertaining to defence vehicles. Creating and maintenance of Lab testing equipment/instruments. Updating and maintenance of Lab records. Calibration and validation of testing equipments/instruments. Duties: 1. Responsible for Shop/Laboratories as in charge of the group and responsible for all the work handled by the subordinates in line with staff and officer. 2. Interpret to them various documents/drawing/ specifications governing testing/inspections. 3. Maintenance of costly testing / lab equipments. 4. Carry out developmental work on new test method and on specific projects. 5. Investigate defective stores and test/analyse more complicated stores like paints, varnishes, explosives, drugs, chemicals, petroleum products etc. Carry out test/inspection at firm's premises, if necessary. 6. Scan test reports and physically examine tested samples and answer technical queries from various sources. 7. Carry out technical correspondence with various agencies regarding procurement of stores, inspection procedure and quality control. 8. Prepare and revise specification, inspection schedules/instructions and offer comment on IS & JS specifications. 9. Maintain/evaluation statistical data on sample testing. 10. Compile various reports and returns, technical information like calibration data, consumption of stores and chemicals, item in short supply 11. Perform orderly NGO's duty.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(This post is identified as suitable for OH (OA/OL) & HH candidates only)

(20) POST CATEGORY NO: WR12016

A	Name of Post	:	Senior Technical Assistant (Chemistry)
B	Classification	:	Group B (Non Gazetted) (Non Ministerial)
C	Vacancy	:	04(02-UR, 01-OBC & 01-ST) (SC candidates are not eligible for age relaxation)
D	Department	:	Indian Bureau of Mines
E	AGE	:	Between 20-28 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	Pay Band- 2 (Rs. 9300-34800/)with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	Master's Degree in Chemistry preferably with specialization in in-organic or physical Chemistry or Analytical Chemistry. <b>OR</b> Bachelor's Degree in Science with Chemistry as one of the subjects, with 03 years experience in analysis of ores and mineral.
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Nagpur(MS) with AISL
J	Job Requirement	:	Carrying out analysis of rocks and minerals and research on their up-grading. Any other duties as may be assigned from time to time by officers authorized, in this behalf.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	This post is identified as suitable for OH & HH candidates only)

(21) POST CATEGORY NO: WR12116

A	Name of Post	:	Senior Technical Assistant (Ore Dressing)
B	Classification	:	Group B (Non Gazetted) (Non Ministerial)
C	Vacancy	:	02(01-UR & 01-SC) (OBC & ST candidates are not eligible for age relaxation)
D	Department	:	Indian Bureau of Mines
E	AGE	:	Between 21-28 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	Pay Band- 2 (Rs. 9300-34800/)with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	Master's Degree in Ore Dressing or Mineral Processing or Geology or Chemistry or Physics or its equivalent. <b>OR</b> Bachelor's Degree in Chemical Engineering or Metallurgy or its equivalent. <b>OR</b> Bachelor's Degree in Chemistry, Physics or Geology or Ore-Dressing with three years experience in Ore-Dressing or Mineralogy.
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Nagpur(MS) with AISL
J	Job Requirement	:	1. To carry out ore dressing investigation an mineralogical studies and chemical analysis. 2. To assist the officers in conducting the ore dressing investigation, mineralogical studies and chemical analysis. 3. To assist the officer in scrutiny, processing and documentation of various information and data in respect of Ore Dressing, Chemical analysis and pilot plant investigation. 4. To draw time samples, record performants of various unit operations, analysis etc. in the Laboratory and pilot plants. Any other duties as may be assigned from time to time officers authorized in this behalf
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(This post is identified as suitable for OH & HH candidates only)

(22) POST CATEGORY NO: WR12216

A	Name of Post	:	Sanitary Inspector
B	Classification	:	Group C (Non Gazetted), Non Ministerial
C	Vacancy	:	01-SC(UR,OBC & ST candidates are not eligible for this post)
D	Department	:	National Centre for Disease Control, New Delhi
E	AGE	:	Between 18-28 years (Age relaxation is admissible as per Govt. Instructions. Relaxable upto 40 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -1 Rs. 5200-20200 with Grade Pay of Rs. 2800/-
G	Essential Qualifications	:	(a) Matriculation or equivalent qualification from a recognized University or Board. (b) Should have passed Sanitary Inspector Course or possess equivalent qualifications from a recognized Institution.
H	D.Q.	:	One years as Sanitary or Assistant Sanitary Inspector
I	Initial Place of Posting	:	Alwar with AISL
J	Job Requirement	:	(a)To assist Scientists in Research/Laboratory work and in implementation of various National Level Health Programmes like G.W.E.P. Etc. (b) Field visits to carry out survey of different communicable diseases/to collect samples/data from the Hospitals and Health Centers on different Communicable Diseases.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	This post is identified as suitable for OH candidates.



(23) POST CATEGORY NO: WR12316

A	Name of Post	:	Store Keeper
B	Classification	:	Group C (Non Gazetted), Non Ministerial
C	Vacancy	:	01-UR(OBC/SC/ST candidates are not eligible for age relaxation)
D	Department	:	National Fire Service College
E	AGE	:	Between 18-27 years (Age relaxation is admissible as per Govt. Instructions. Relaxable upto 40 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time.
F	Pay Scale	:	PB -1 Rs. 5200-20200 with Grade Pay of Rs. 2400/-
G	Essential Qualifications	:	1. Graduate from a recognized University. 2. Three years experience in handling technical Stores in well established organization.
H	D.Q.	:	Desirable: 1. Diploma in Material Management from a recognized Institute. 2. Proficiency in Computer application. <b>Note 1 :</b> Qualifications are relaxable at the discretion of Staff Selection Commission or Competent Authority in case of candidates otherwise well qualified. <b>Note 2 :</b> The qualification(s) regarding experience is / are relaxable at the discretion of the Staff Selection Commission or Competent Authority in the case of candidates belonging to Scheduled Castes and the Scheduled Tribes, if any, at any stage of selection the Staff Selection commission or Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.
I	Initial Place of Posting	:	Nagpur with AISL
J	Job Requirement	:	I) To follow all the procedural formalities in respect of e-procurement. II) Maintenance of all stores including the spare parts and accessories of pumps, appliances etc. procured for Civil Defence purposes. III) Maintenance of their registers, procurement and issue and maintenance of up to date records, relating to all stores. IV) Attending to all correspondence including indenting dispatch, billing and realization of cost of civil Defence store supplied outside. V) Assisting the Asstt. Store Keeper in the issue of uniform clothing to the trainees and the staff and in the procurement, issue and maintenance of the general stores of all kind and in maintenance of their accounts, registers, etc. upto date. VI) Assisting the Asstt. Store Keeper in the safe custody and disposal of all unserviceable stores by public auction. VII) Attending Transport and Railway Goods Office for dispatch/taking delivery of all stores consigned to the College. VIII) Assisting the Asstt. Store Keeper in bringing miscellaneous equipment Gas Cylinders etc. from the Local Suppliers/Manufactures etc. IX) Any other work relating to the stores as may be assigned to him.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	This post is identified as suitable for OH & HH candidates only.

(24) POST CATEGORY NO: WR12416

A	Name of Post	:	Assistant Manager cum Storekeeper
B	Classification	:	(Group C, Non Technical)
C	Vacancy	:	01 (01-UR) (OBC/SC/ST candidates are not eligible for age relaxation)
D	Department	:	Deptt. Of Revenue, Commissioner of Central Excise
E	AGE	:	Between 18-25 years (Age relaxation is admissible as per Govt. Instructions. Relaxable upto 30 years in case of Government Servants in accordance with the instructions or orders issued by the Central Government from time to time)
F	Pay Scale	:	Rs. 5,200-20,200 with G.P. 2,400/-
G	Essential Qualifications	:	(a) Bachelor in Commerce from a recognized university or Graduate in any discipline from a recognized University with one year Diploma in Book Deeping or Store Keeping from a recognized institute. (b) Three Years experience in a Govt. Department or Undertaking in handling Stores or Accounts. <b>Note 1 :</b> Qualifications are relaxable at the discretion of Staff Selection Commission or Competent Authority in case of candidates otherwise well qualified. <b>Note 2 :</b> The qualification(s) regarding experience is / are relaxable at the discretion of the Staff Selection Commission or Competent Authority in the case of candidates belonging to Scheduled Castes and the Scheduled Tribes, if any, at any stage of selection the Staff Selection commission or Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Mumbai with AISL
J	Job Requirement	:	I) To ensure that the products and services supplied by the Canteen are healthy & nutritious. II) Monitoring of day to day operations of the canteen including the rostering of staff/workers and daily record keeping of the same III) Responsible for ordering, purchasing and checking all supplies and deliver thereof IV) To ensure that any cleaning relating to the main function of the canteen is carried out (I.e. dusting of shelves and stock, wiping down benches, cleaning of all equipment ad fixtures) on a regular and timely basis. V) To ensure that correct food handling and hygiene practices are observed to prevent food spoilage and contamination and also to ensure that all canteen staff/workers are familiar with correct food handling and hygiene practices. VI) To keep a control on wastages of food VII) To keep operational checks of canteen appliances VIII) To keep a regular check on the stock register of crockery/cutlery etc. IX) Maintenance of discipline amongst the canteen staff/workers X) To ensure that there are procedures for security in the canteen for money, keys, locking all doors and windows, switching off all the necessary appliances at the time of closure of the canteen XI) Any other work as assigned by the canteen manager and the superior officers.
K	Instruction for PH (PWD) Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(The post is identified suitable for HH candidates only.)

(25) POST CATEGORY NO: WR12516

A	Name of Post	:	Junior Chemist
B	Classification	:	Group C, Non-Technical
C	Vacancy	:	10(05-OBC, 04-UR, 01-SC) (ST candidates are not eligible for age relaxation)
D	Department	:	Ministry of Agriculture, Department of Agriculture & Co-operation, Directorate of Marketing & Inspections, Nagpur
E	AGE	:	Between 18-30 years (Relaxable upto 35 years in case of Government Servants in accordance with the instructions or orders issued by the Central Government from time to time)
F	Pay Scale	:	PB -1 Rs. 5200-20200 with Grade Pay of Rs. 2800/-
G	Essential Qualifications	:	(a) Master Degree in Chemistry or Diary Chemistry or Oil Technology or Food Technology from a recognized University. <b>Or</b> (b) Bachelor of Science Degree with Chemistry as one of the subjects or Bachelor of Science (Hons) in Chemistry from a recognized university or equivalent and with two years experience in analytical work.
H	D.Q.	:	NIL
I	Initial Place of Posting	:	Mumbai, Nagpur, Rajkot with AISL
J	Job Requirement	:	Chemical analysis of sample of all AGMARK articles
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(This post is not identified as suitable for PH candidates)

(26) POST CATEGORY NO: WR12616

A	Name of Post	:	Warden (For Hostel)
B	Classification	:	Group C (Non Technical)
C	Vacancy	:	01-UR (OBC/SC/ST candidates are not eligible for age relaxation)
D	Department	:	Regional Vocational Training Institute For Women
E	AGE	:	Between 18-27 years (Relaxable upto 40 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -1 Rs. 5200-20200/- + GP Rs. 2400/-
G	Essential Qualifications	:	~(a) Degree from a recognized University or equivalent. (b) Two years experience in administration cash and accounts work or maintaining Hostel for students (c) Only female candidates to be considered for the post.
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Vadodara (Gujarat) with AISL
J	Job Requirement	:	Administration / maintenance of Hostel, Cash & Accounts handling.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(This post is not identified as suitable for PH candidates)

(27) POST CATEGORY NO: WR12716

A	Name of Post	:	Assistant Store Keeper (Technical)
B	Classification	:	Group C (Non Gazetted) (Non Ministerial)
C	Vacancy	:	01-OBC (UR, SC & ST candidates are not eligible for this post)
D	Department	:	Indian Bureau of Mines
E	AGE	:	Between 18-30 years (Relaxable upto 40 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	Pay Band- 1 (Rs. 5200-20200/)with Grade Pay of Rs. 2400/-
G	Essential Qualifications	:	^(1) 10+2 examination pass with Mathematics as one of the subjects from recognized Board or equivalent and (2) Three years service in Central Government or a recognized organization or institution in handling Engineering or Technical Stores.
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Nagpur(MS) with AISL
J	Job Requirement	:	1. Receipt and issue of stores. 2. Maintenance of stock books including ledgers/ registers of daily issue and receipt of stores. 3. Binding of stores including maintenance of Bin Cards. 4. Care and preservation of stores including safe custody of stores and physical verification of stores. 5. Maintenance of stores house, including fire precautions in the stores house. 6. Preparation of vouchers including pricing thereof. 7. Fixing of maximum and minimum stock level and entry in ledgers and bin cards 8. Preparation of lists for periodic/monthly provisioning. 9. Conversant with rules regarding local purchase, procedures for indenting on D.G.S. & D. rate contract orders, disposal of unserviceable, stores, writing off of stores items etc. 10. Any other duties as may be assigned from time to time by officers authorized in this behalf.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(This post is identified as suitable for OH (OA & OL) & HH candidates only)

(28) POST CATEGORY NO: WR12816

A	Name of Post	:	Laboratory Assistant
B	Classification	:	Group C (Non Technical)
C	Vacancy	:	01-OBC (UR/SC/ST candidates are not eligible for this post)
D	Department	:	National Centre of Organic Farming
E	AGE	:	Between 18-25 years (Relaxable upto 40 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -1 Rs. 5200-20200/- + GP Rs. 1900/-
G	Essential Qualifications	:	1. Intermediate or Senior Secondary or 12 <sup>th</sup> Pass with Science or Agriculture subjects from a recognized Board or University. 2. Three years experience in laboratory work in any reputed laboratory.
H	D.Q.	:	Bachelor's Degree in Chemistry or Biology or Agriculture or Diploma in Agriculture.
I	Initial Place of Posting	:	Nagpur with AISL
J	Job Requirement	:	To assist in quality testing of Bio-fertilizers, Organic Manures, Vermiculture & different organic inputs in laboratory, Isolation and authentication of different strains of effective microorganisms related with organic farming through primary sample preparation, equipment maintenance and upkeep ad making different solution and dilutions. To help in preparation of technical literature on organic farming etc. through in-house printing, binding & other related help or assistance.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(This post is identified as suitable for OH(OA & OL) & HH (Partially Deaf) candidates)

A	Name of Post	:	Store Clerk
B	Classification	:	Group C, Non-Technical
C	Vacancy	:	04(01-UR, 02-OBC & 01-SC) (01 vacancy is reserved for OH candidate)(ST candidates are not eligible for age relaxation)
D	Department	:	Indian Bureau of Mines, Ministry of Mines
E	AGE	:	Between 18-27 years (Age relaxation is admissible as per Govt. Instructions. Relaxable upto 40 years in case of departmental and CGEC candidates in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -1 Rs. 5200-20200 with Grade Pay of Rs. 1900/-
G	Essential Qualifications	:	<p>(a) Matriculation from a recognized Board or its equivalent.</p> <p>(b) Experience in handling technical stores for a period of one year in store of a recognized organization or institution.</p>
H	D.Q.	:	Typing speed 30 words per minute.
I	Initial Place of Posting	:	Nagpur with AISL
J	Job Requirement	:	<p>To assist in discharge of following duties:</p> <p>(i) Receipt and issue of stores.</p> <p>(ii) Maintenance of stock books including ledgers/registers of daily issue and receipt of stores.</p> <p>(iii) Binding of stores including maintenance of Bin cards.</p> <p>(iv) Care and preservation of stores including safe custody of stores and physical verification of stores.</p> <p>(v) Maintenance of stores house, including fire precautions in the stores house.</p> <p>(vi) Preparation of vouchers including pricing thereof</p> <p>(vii) Fixing of maximum and minimum stock level and entry in ledgers and bin cards</p> <p>(viii) Preparation of lists for periodic/monthly provisioning.</p> <p>(ix) Conversant with rules regarding local purchase, procedures for indenting on D.G.S. &amp; D., rate contract orders, disposal of unserviceable, stores, writing off of stores items etc.</p> <p>(x) Any other duties as may be assigned from time to time by officers authorized in this behalf.</p>
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(This post is identified as suitable for OH(OA & OL) & HH candidates only)

## (30) POST CATEGORY NO: WR13016

A	Name of Post	:	Fieldman
B	Classification	:	Group C, (Non-Technical)
C	Vacancy	:	01-UR (OBC, SC & ST candidates are not eligible for age relaxation)
D	Department	:	Forest Survey of India, Central Zone, Nagpur
E	AGE	:	Between 18-27 years (Relaxable upto 40 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -1 Rs. 5200-20200 with Grade Pay of Rs. 1900/-
G	Essential Qualifications	:	12 <sup>th</sup> Class or equivalent qualification from a recognized Board or University
H	D.Q.	:	NIL
I	Initial Place of Posting	:	Nagpur with AISL
J	Job Requirement	:	Enumeration of trees, laying out of plots, blazing & numbering of trees and other miscellaneous work assigned by the Crew leaders for forest survey field work. The official is required to be in the field approximately for nine months in the remote forest areas.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	(This post is not identified as suitable for PH candidates)



## (31) POST CATEGORY NO: WR13116

A	Name of Post	:	Junior Engineer (Quality Assurance)
B	Classification	:	Group 'B' Non-Gazetted, Non-Ministerial
C	Vacancy	:	27(13-UR, 09-OBC, 04-SC & 01-ST)
D	Department	:	DGQA/Adm-78, MoD/Dept of Defence Production
E	AGE	:	Between 18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	(i) Bachelor's Degree in Science with one of the subjects at Graduate level viz. Physics/Computer Science/Electronics from a recognized University <b>OR</b> Diploma in Engineering viz. Mechanical or Automobile from a recognized University or State Board of Technical Education.  (ii) One year experience in production/Development/Quality Assurance in the field of Mechanical or Automobile Engineering from a recognized organization or undertaking
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Ahmednagar(MS), Dehu Road-Pine(MS), Bangalore(Karnatka) & Jabalpur(MP)
J	Job Requirement	:	Quality assurance of A & B Vehicles and their spares required by Armed Forces and para Military Forces.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	This post is identified as suitable for OH(OA & OL) & HH candidates only). 01 each vacancy is reserve for OH & HH candidates.

(32) POST CATEGORY NO: WR13216

A	Name of Post	:	Junior Statistical Assistant
B	Classification	:	Group 'C' Non-Technical
C	Vacancy	:	01-UR
D	Department	:	Dte. Of Marketing & Inspection, Nagpur
E	AGE	:	Between 18-27 years (Relaxable upto 40 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -1 Rs. 5200-20200 with Grade Pay of Rs. 2400/-
G	Essential Qualifications	:	Degree in Statistics or Maths/Commerce/Economics (with Statistics) from recognized University or equivalent.
H	D.Q.	:	Typing speed 30 wpm in English or 25 wpm in Hindi
I	Initial Place of Posting	:	Nagpur(MS)
J	Job Requirement	:	To assist Statistical Assistant in compilation of Data and processing.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	This post is identified as suitable for PH candidates.

A	Name of Post	:	Legal Assistant
B	Classification	:	Group 'B' Non-Gazetted, Ministerial
C	Vacancy	:	01-UR
D	Department	:	Central Water & Power Research Station , Khadakwasla, Pune
E	AGE	:	Between 18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4600/-
G	Essential Qualifications	:	(A) (i) Graduate from a recognised University. (ii) Three years Degree in Law from recognised University <b>OR</b> (B) (i) Higher Secondary from a recognised Board. (ii) Five Years Degree in Law from a recognised University
H	D.Q.	:	(i) Master Degree in Labour Law and Labour Welfare from a recognised University. (ii) Three years experience of legal work relating to labour laws in an industrial undertaking or Government organisation to handle all legal matters of qualifies legal practioner. (The term qualified legal practioner means and Advocate or Pleader who has practices as such for at least two years or an Attorney of the High Court who has practices as such for at least two years.
I	Initial Place of Posting	:	Khadakwasla, Pune(MS)
J	Job Requirement	:	(i) All legal matters. (ii) Disciplinary proceedings against workers (iii) Cases arising under Workmne's Compensation Act. (iv) Assistance to chief Administrative Officer/ Executive Engineer (Civil) in performing the duties of Welfare of Staff at the Research Station. (v) To assist Chief Administrative Officer to attend legal suits filed against Department in the Cat, District Court/High Court/Labour Court/Conciliation Machinery etc. (vi) Assisting Director/Chief Aministrative Officer in the matters regarding implementation of various Labour Laws such as Industrial Dispute Act, Minimum Wages Act, Actories Act, Payment of Wages Act, Insutrial Standing Oreders Act etc. On conversion of work-charged staff to the Regular Industrial Establishment etc. their transfer to Administratio. (vii) Attend work relating to interpretation/Civil Service Regulation/Labour Laws in relation to their service matters and other non industrial staff etc.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	This post is identified as suitable for OH(OL, BL & OAL & VH (Blind & Low Vision) candidates only.

A	Name of Post	:	Laboratory Assistant Grade-II
B	Classification	:	Group 'C' Non-Gazetted, Non-Ministerial
C	Vacancy	:	Total 24(14-UR, 06-OBC, 03-SC & 01-ST) & the bifurcations is as under: Physics (06-UR, 03-OBC, 02-SC & 01-ST) Mathematics (03-UR, 01-OBC, 01-SC) Statistics (02-UR) Chemistry (01-UR) Computer Science (02-UR, 02-OBC) 02 vacancies are reserved for Ex-servicemen
D	Department	:	Central Water & Power Research Station , Khadakwasla, Pune
E	AGE	:	Between 21-27 years (Relaxable upto 40 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 5200-20200 with Grade Pay of Rs. 2400/-
G	Essential Qualifications	:	Bachelor of Science (B.SC) from recognized University with Specialization of subject (Physics/ Mathematics/ Statistics/Chemistry/Computer Science)
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Khadakwasla, Pune(MS)
J	Job Requirement	:	(i) Plotting, planimentering, preparation of table and graphs. (ii) Calculations required during the course of experiments. (iii) Taking observations of various parameters on the model by use of instruments. (iv) Helping Research Staff in supervision of models. (v) Organizing the day to day model works. (vi) Participation in field investigations. (vii) Such other duties as may be assigned and related work involving typing, correspondence, maintenance of files, registers etc. and assisting Research Division's functions in manners required.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	This post is identified as suitable for OH (OA, OL & BL) & HH candidates only. However one vacancy is reserve for HH.

A	Name of Post	:	Store Keeper Grade-III
B	Classification	:	Group 'C' Non-Gazetted, Non-Ministerial
C	Vacancy	:	01-UR
D	Department	:	Central Water & Power Research Station , Khadakwasla, Pune
E	AGE	:	Between 18-27 years (Relaxable upto 40 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 5200-20200 with Grade Pay of Rs. 1900/-
G	Essential Qualifications	:	Secondary School Certificate from a recognized Board or equivalent.
H	D.Q.	:	Knowledge in stores work in Government Office or Public Sector Undertaking or Autonomous Bodies.
I	Initial Place of Posting	:	Khadakwasla, Pune(MS)
J	Job Requirement	:	(i) Receipt and issue of various articles. (ii) Keeping accounts of these articles. (iii) Maintenance and preservation of stores. (iv) Taking deliveries of stores form Railway Station, Airport and docks. (v) Arranging despatches of consignment to various places in India. (vi) All correspondence relating to purchases, filing claims with Railway, Insurance Complany for shortages and Damages and Custom Authorities of refund of Custom Duty. (vii) Miscellaneous work related to stores. (viii) Such other duties as may be assigned from time to time.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	This post is identified as suitable for OH (OA, OL) & HH candidates only.

## (36) POST CATEGORY NO: WR13616

A	Name of Post	:	Scientific Assistant (Electronics)
B	Classification	:	Group 'B' Non-Gazetted
C	Vacancy	:	03(02-UR & 01 SC) (OBC & ST candidates are not eligible for age relaxation.)
D	Department	:	Directorate   General of Aeronautical Quality Assurance, MoD, Dept. Of Defence Production.
E	AGE	:	Between 18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	(I) Bachelor's Degree in Electronics with two years experience in related field OR (II) Diploma in Electronics Engineering with two years experience in related field OR (III) Degree in Electronics Engineering
H	D.Q.	:	Nil
I	Initial Place of Posting	:	O/o Deputy Director General, DGAQA, MoD, C/o Hal (Nasik Division) Ojhar, Maharashtra
J	Job Requirement	:	Quality assurance/Inspection of airborne equipment/components, evaluation of avionics/electronics/electrical equipments.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	This post is not identified as suitable for PH candidates.

## (37) POST CATEGORY NO: WR13716

A	Name of Post	:	Farm Manager
B	Classification	:	Group 'B' Non-Gazetted
C	Vacancy	:	02(01-UR & 01-SC) (OBC & ST candidates are not eligible for age relaxation.)
D	Department	:	Central Poultry Development Organisation (Western Region)
E	AGE	:	Between 18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	Degree in Veterinary Science and Animal Husbandry from a recognized University or Institute
H	D.Q.	:	Two years working experience in Poultry Farming
I	Initial Place of Posting	:	Mumbai with AISL
J	Job Requirement	:	Management of Poultry Flocks of different age groups at the Farm including vaccination, debeaking, wind banding, leg banding, trap nesting etc. Management of various Hatchery operations at the Farm. Marketing of eggs and birds produced at the Farm. Maintenance of proper records of livestock, eggs hatchery, feeds and feed ingredients and other stocks and stores at the Farm.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	This post is not identified as suitable for PH candidates.

## (38) POST CATEGORY NO: WR13816

A	Name of Post	:	Deputy Ranger
B	Classification	:	Group 'C' Non-Gazetted
C	Vacancy	:	06(03-UR, 02-OBC & 01-ST) (SC candidates are not eligible for age relaxation.)
D	Department	:	Forest Survey of India, Central Zone, Nagpur
E	AGE	:	Between 18-27 years (Relaxable upto 40 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -1 Rs. 5200-20200 with Grade Pay of Rs. 2400/-
G	Essential Qualifications	:	(i) 12 <sup>th</sup> pass or equivalent qualification from recognized Board or University. (ii) Two years experience in Forest survey or working plan organisation or forest resources survey work in State forest department.
H	D.Q.	:	Experience in forest survey or mapping or work related to working plan.
I	Initial Place of Posting	:	Nagpur with AISL
J	Job Requirement	:	Forest survey including map reading, laying of sample plots in the forest, inventory of trees, herbs and shrubs and their identification and similar related works. The job require spending of up to nine months in the forest areas away from the Headquarters.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	This post is not identified as suitable for PH candidates.



## (39) POST CATEGORY NO: WR13916

A	Name of Post	:	Stockman
B	Classification	:	Group 'C' Non-Gazetted
C	Vacancy	:	13(06-UR, 04-OBC, 02-SC & 01-ST)
D	Department	:	Office of the Deputy Registrar, Central Herd Registration Scheme, Ahmedabad Unit
E	AGE	:	Between 18-27 years (Relaxable upto 40 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -1 Rs. 5200-20200 with Grade Pay of Rs. 1900/-
G	Essential Qualifications	:	(i) 12 <sup>th</sup> pass from recognized Board. (ii) Diploma or Certificate in Livestock from a recognised Institute or University or Government Department.
H	D.Q.	:	Nil
I	Initial Place of Posting	:	Gujarat/Maharashtra with AISL
J	Job Requirement	:	It is field post, working in the field for milk recording, extension work in villages, Recording & registration of Animals, managing Animal Data base in recording center, maintaining of registers, preparation of progress reports, extensive travelling in villages etc. (physical fitness is very much necessary)
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	This post is not identified as suitable for PH candidates.

## (40) POST CATEGORY NO: WR14016

A	Name of Post	:	Junior Technical Assistant
B	Classification	:	Group 'B' Non-Gazetted
C	Vacancy	:	08(04-UR, 02-OBC, 01-SC & 01-ST)
D	Department	:	Forest Survey of India, CZ, C.G.O Complex, Nagpur
E	AGE	:	Between 18-28 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government from time to time)
F	Pay Scale	:	PB -2 Rs. 9300-34300 with Grade Pay of Rs. 4200/-
G	Essential Qualifications	:	Certificate in Forest Rangers course from any recognized institute/Graduate in Science/Computer Science
H	D.Q.	:	Experience in Forest inventory/Remote Sensing/Cartography work & Computer Application.
I	Initial Place of Posting	:	Nagpur with AISL
J	Job Requirement	:	Work's Incharge Forest Survey, including map reading, laying of sample plots in the forest, inventory of trees, herbs & shrubs and their identification and similar related works. The job requires spending of upon nine month in the forest area away from the Headquarters.
K	Instruction for PH (PWD Candidates (whether post is identified SUITABLE/NOT SUITABLE for PH (PWD) Candidates along with details of disability admissible)	:	This post is not identified as suitable for PH candidates.

**NOTE-I: THE VACANCIES HAVE BEEN ADVERTISED BY STAFF SELECTION COMMISSION AS PER THE INDENT SUBMITTED BY THE RESPECTIVE INDENTING OFFICES. THE STAFF SELECTION COMMISSION WILL NOT BE RESPONSIBLE FOR WITHDRAWAL/ALTERATION OF THE VACANCIES BY THE INDENTING OFFICES.**

**NOTE-II: CANDIDATES WHO WISH TO APPLY FOR MORE THAN ONE POST SHOULD APPLY SEPARATELY FOR EACH POST AND PAY THE EXAMINATION FEE FOR EACH POST.**

#### **5. ABBREVIATIONS USED:**

SSC: Staff Selection Commission; M/o: Ministry of, D/o: Department of, O/o: Office of, Age: Age-limit, EQ: Essential Qualification, DQ: Desirable Qualification, IP: Initial Posting, AISL: All India Service Liability, JR: Job Requirements, UR: Unreserved, GEN: General, OBC: Other Backward Classes, SC: Scheduled Caste, ST: Scheduled Tribe, ExS: Ex-Serviceman, PH (PWD): Physically Handicapped (Persons with Disabilities), OH: Orthopedically Handicapped, HH: Hearing Handicapped, VH: Visually Handicapped, OA: One arm affected, OL: One leg affected, BL: Both legs affected, PD: Partially Deaf, LV: Low vision, CGCE: Central Government Civilian Employee; NA: Not Applicable; OEA: Other Employed Applicant.

#### **6. NATIONALITY/ CITIZENSHIP**

A candidate must either be:

- (a) A citizen of India or
- (b) A subject of Nepal or
- (c) A subject of Bhutan or
- (d) A Tibetan Refugee who came over to India, before the 1<sup>st</sup> January, 1962 with the intention of permanently settling in India, or
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African Countries of Kenya, Uganda, the United Republic of Tanzania (Formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India.

6.1. Provided that a candidate belonging to categories (b), (c), (d) and (e) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

6.2. A candidate in whose case a certificate of eligibility is necessary may be admitted to the Examination but the offer of appointment will be given only after the necessary eligibility certificate issued to him by the Government of India as produced by the candidate.

#### **7. EXAMINATION FEE, EXEMPTION FROM PAYMENT OF FEE; AND MODE OF PAYMENT OF FEE:**

##### **A. EXAMINATION FEE**

**Rs. 100/- (Rupees Hundred only) through "SBI Net-Banking/Credit Cards/Debit Cards" or through SBI Challan.**

**Fee paid through any other mode will NOT be accepted. Fee once paid will not be refunded under any circumstances. Fee should be paid separately for each category of post applied.**

**B. EXEMPTION FROM PAYMENT OF FEE:**

All Women candidates and candidates belonging to Scheduled Caste, Scheduled Tribe, Physically Handicapped and Ex-Servicemen, eligible for reservation, are exempted from paying application fee, as per extant government orders.

**8. HOW TO APPLY ONLINE AND MAKE PAYMENT:**

**(i) CANDIDATES WILL HAVE TO APPLY FOR EACH CATEGORY OF POST SEPARATELY AND PAY FEE FOR EACH CATEGORY.**

**(ii) CANDIDATE MAY NOTE THAT ONLY ONLINE APPLICATIONS WILL BE ACCEPTED AT <http://ssconline.nic.in/sscselectionposts/> Applications received through any other mode would be summarily rejected.**

**(i) Candidates should apply only once for any post. IN CASE OF MULTIPLE APPLICATIONS FOR ANY ONE POST, ALL THE APPLICATIONS WILL BE REJECTED SUMMARILY.**

**(ii) Procedure for filing online Applications is given in Appendix – I (A).**

(iii) After filling up the Application Form Online and after making payment of Examination Fee, candidate should take a print out of the Application Form, sign the same, affix a copy of the same photograph used for filling up online application and attach self-attested copies of Certificates/documents in support of age, Essential Qualifications, Experience, where it is prescribed as Essential Qualification, proof of Caste/Category [SC/ST/OBC/PH(PWD)/EXS – in the format as given in the Notice] issued by the Competent Authority and send the same to the Regional Director at the address mentioned below so as to reach the Regional Office within ten days from the last date prescribed for payment of fee.

The Regional Director (WR),  
Staff Selection Commission,  
Western Region,  
1st Floor, Old C.G.O Building  
Pratistha Bhawan, South Wing,  
M.K. Road, Mumbai – 400 020.  
☎ 22019118/ 22018866  
www.sscwr.net

(vi) The information furnished by the candidates in their applications will be verified by the Commission with reference to the original documents after the OMR/Computer Based Examination. During verification of documents, if it is found that any information furnished by the candidate in the application is wrong, his/her candidature will be rejected forthwith. No appeal or representation against rejection of such candidature will be entertained. The candidates should ensure that they have furnished correct information in the application form.

(vii) **IMPORTANT** : CANDIDATES ARE ADVISED TO FILL THEIR CORRECT AND ACTIVE E-MAIL ADDRESSES AND MOBILE NUMBER IN THE ONLINE APPLICATION AS ALL CORRESPONDENCE WILL BE MADE BY THE COMMISSION THROUGH E-MAIL/SMS ONLY.

**9. CLOSING DATE FOR FILLING UP ONLINE APPLICATION PART IS (05.00 P.M). CLOSING DATE FOR MAKING ONLINE PAYMENT IS \_\_\_\_\_ ( 05.00 P.M.).**

**10. CRUCIAL DATE FOR ESSENTIAL QUALIFICATIONS (EQ) & AGE LIMIT:**

(i) Essential Qualifications (EQs) & Age Limit for each Post are mentioned in Para - 4 of this Notice.

(ii) The Crucial Date for determining the possession of '**AGE AND ESSENTIAL QUALIFICATION (EQs)/EXPERIENCE**' will be the closing date for filling up Registration Part/Application part of the application i.e. \_\_\_\_\_.

(iii) Before applying for the post, the candidates must ensure that they possess the **ESSENTIAL QUALIFICATIONS including Experience wherever it is prescribed as Essential Qualification and also meet the Age Limit** as on the crucial date mentioned in Para 10(ii) above.

(iv) For posts where **EXPERIENCE** in a particular field/discipline for a specified period has been indicated as an **ESSENTIAL QUALIFICATION**, the applicants should submit self attested copy of **CERTIFICATE** in support of their claim of possession of Experience in that field/discipline from the **Competent Authority along with the print out of the application, failing which their application shall be rejected.**

(v) If candidates claim that their Educational Qualifications are **EQUIVALENT** to the prescribed Essential Qualifications, it is the responsibility of the candidates to submit the necessary Documents/Certificates (Order/Letter with Number & Date) in support of equivalence, issued by the Government of India or by the Competent Authority from which they obtained the Educational Qualification, failing which their application shall be rejected.

(vi) In respect of Post(s) requiring proficiency in the relevant language as an essential qualification the applicant must have studied that language up to Matriculation level and in case the relevant language is not taught as a subject in Matriculation, the said language must be the mother-tongue of the applicant.

**NOTE :** As per Ministry of Human Resources Development, the Degree obtained through open Universities/Distance Education Mode needs to be recognized by Distance Education Council, GOI. Accordingly, unless such Degrees are recognized for the relevant period when the candidates acquired the qualification, they will not be accepted for the purpose of Educational Qualification.

**11. AGE-LIMIT AND RELAXATION ON UPPER AGE-LIMIT: AGE LIMIT IS MENTIONED IN PARA-4 AGAINST EACH CATEGORY OF POST.**

**A. PROOF OF AGE**

The Date of Birth as recorded in the Matriculation/Secondary Examination Certificate will be accepted by the Commission for determining the AGE and no subsequent request for change will be considered or granted.

**B. RELAXATION IN UPPER AGE-LIMIT**

Relaxation in upper Age-limit admissible to eligible categories of applicants is given below:

The Relaxation in upper Age-limit is admissible only when the applicants claim the same in the online Application Form and also properly fill the CATEGORY CODE.

The 'Category CODES', 'CATEGORY' and **Permissible Age Relaxation beyond the Upper age limit as mentioned at Para-4 of this Notice** are given below:-

<b>Category-Codes for claiming Age Relaxation as on the date of reckoning: Code No.</b>	<b>CATEGORY</b>	<b>Permissible Age Relaxation beyond the Upper age limit</b>
<b>For Group-'B' &amp; Group-'C' Posts</b>		
01	SC	5 years
02	ST	5 years
03	OBC	3 years
04	PWD	10 years
05	PWD (OBC)	13 years
06	PWD(SC)	15 years
07	PWD(ST)	15 years
08	Ex-Servicemen (Unreserved / General)	03 years after deduction of the military service rendered from the actual age as on the closing date for receipt of application.
09	Ex-Servicemen (OBC)	06 years (3 years+3 years) after deduction of the military service rendered from the actual age as on the closing date for receipt of application.
10	Ex-Servicemen (SC)	08 years (3 years+5 years) after deduction of the military service rendered from the actual age as on the closing date for receipt of application.
11	Ex-Servicemen (ST)	08 years (3 years+5 years) after deduction of the military service rendered from the actual age as on the closing date for receipt of application.

<b>For Group 'B' Posts</b>		
12	Central Government Civilian Employees (Unreserved / General) who have rendered not less than 3 years regular and continuous service as on closing date for receipt of application.	05 years
13	Central Government Civilian Employees (OBC) who have rendered not less than 3 years regular and continuous service as on closing date for receipt of application.	08 (5+3) years
14.	Central Government Civilian Employees (SC) who have rendered not less than 3 years regular and continuous service as on closing date for receipt of application.	10 (5+5) years
15	Central Government Civilian Employees (ST) who have rendered not less than 3 years regular and continuous service as on closing date	10 (5+5) years
<b>For Group 'C' Posts</b>		
16	Central Government Civilian Employees (Unreserved / General) who have rendered not less than 3 years regular and continuous service as on closing date	Upto 40 years of age
17	Central Government Civilian Employees (OBC) who have rendered not less than 3 years regular and continuous service as on closing date	Upto 43 years of age
18	Central Government Civilian Employees (SC) who have rendered not less than 3 years regular and continuous service as on closing date	Upto 45 years of age
19	Central Government Civilian Employees (ST) who have rendered not less than 3 years regular and continuous service as on closing date	Upto 45 years of age
<b>For Group 'B' &amp; Group 'C' Posts.</b>		
20	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir (Unreserved/General)	5 years
21	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir (OBC)	8 years
22	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir (SC)	10 years

23	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir (ST)	10 years
<b>For Group `B` &amp; Group `C` Posts.</b>		
24	Widows/Divorced Women/Women judicially separated and who are not remarried (Unreserved/ General)	Upto 35 years of age
25	Widows/Divorced Women/Women judicially separated and who are not remarried (OBC)	Upto 38 years of age
26	Widows/Divorced Women/Women judicially separated and who are not remarried (SC)	Upto 40 years of age
27	Widows/Divorced Women/Women judicially separated and who are not remarried (ST)	Upto 40 years of age
28	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof (General/ Unreserved)	5 years
29	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof (OBC)	8 (5+3) years
30	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof (SC)	10 (5+5) years
31	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof (ST)	10 (5+5) years
32	Others	As per Government of India's Orders issued from time to time.

**NOTE:** The age relaxation for reserved category applicants is admissible only in the case of vacancies reserved for such categories. The reserved category applicants, who apply against posts meant for UR category, are not entitled to get age relaxation.

**12. CONDITIONS ON SEEKING FEE CONCESSION, AGE-RELAXATION, RESERVATION ETC.**

**A. FOR SCHEDULED CASTES/SCHEDULED TRIBES (SC/ST) APPLICANTS**

i. SC/ST applicants seeking **FEE CONCESSION, AGE-RELAXATION, RESERVATION** etc. shall invariably submit, along with the print out of their Application Forms, the requisite Certificate as per FORMAT (**Appendix-II** of this Notice) from COMPETENT AUTHORITY (APPENDIX-I of this Notice) and their Sub-Castes/Communities are approved by the Government of India on or before the closing date of receipt of applications otherwise their claims for fee concession, age-relaxation, reservation etc. shall not be considered.



**B. FOR OTHER BACKWARD CLASSES (OBC) APPLICANTS**

i. OBC applicants not covered under the Creamy Layer, as per the Standing Instructions of the Government of India as amended from time to time, seeking **AGE-RELAXATION, RESERVATION** etc. **shall invariably submit, along with the print out of their Application Forms**, the requisite Certificate as per FORMAT (**Appendix-III** of this Notice) issued by the COMPETENT AUTHORITY (**APPENDIX-I** of this Notice) and also submit a Declaration as per FORMAT [**Appendix-III(A)** of this Notice]. **They shall ensure that their Community falls under the Central List of OBCs as approved by the Government of India for different States.**

ii. **The closing date for receipt of application as mentioned at Para-9 of the Notice will be treated as the date of reckoning for Non-Creamy Layer status of applicants under the OBC category. . However, for the benefit of the candidates, the Commission will also accept OBC Certificates issued on or before the date of Examination. The candidates shall ensure that their OBC Certificates are issued not earlier than three years from the date of Examination.**

**OTHERWISE, THEIR CLAIM FOR OBC STATUS ALONG WITH CLAIM FOR AGE RELAXATION AND RESERVATION WILL NOT BE ENTERTAINED AND THEIR CANDIDATURES/APPLICATIONS WILL BE CONSIDERED UNDER GENERAL CATEGORY (UR) IF ELIGIBLE.**

**C. FOR PHYSICALLY HANDICAPPED (PH) (PERSONS WITH DISABILITIES) [OH/HH/VH] APPLICANTS:**

**Whether the post is identified suitable for Physically Handicapped persons or not and the nature of disability admissible is indicated against each category of post. Physically Handicapped Candidates should apply only for posts for which they are eligible.**

i. Only the PH (PWD) persons having 40% or above disability are eligible for **FEE CONCESSION, AGE-RELAXATION, RESERVATION** etc.

ii. They shall invariably submit, along with the print out of their Application Forms, the requisite Certificate as per FORMAT [**Appendix-VI(Form-II)/(Form-III)/(Form-IV)**] of the Notice, otherwise, their claim for PH (PWD) status will not be entertained.

**D. SPECIAL INSTRUCTION FOR THE PH CANDIDATES:**

a. Persons with visual disability of less than forty percent will not be treated as Visually Handicapped candidates. One eyed candidates and partially blind candidates who are able to read the normal Question Paper set for all the candidates with or without magnifying glass and who wish to write/indicate the answer with the help of Magnifying Glass will be allowed to use the Magnifying Glass in the Examination Hall and will not be entitled to a Scribe. Such candidates will have to bring their own Magnifying Glass to the Examination Hall. Visually Handicapped (VH) candidates with visual disabilities of **forty percent** and above and candidates suffering from Cerebral Palsy can avail the assistance of a SCRIBE to be provided by the Commission in the OMR/Computer Based Examination subject to such requests being made to the Commission while filling up the application form.

Candidates suffering from Cerebral Palsy will also be provided with the facility of Scribe and compensatory time at par with VH candidates. Question Papers and Answer Sheets will not be provided in BRAILLE. Visually Handicapped (VH), including blind and partially blind, candidates with visual disability of **forty percent** and above may bring their own TAYLOR FRAME AND BRAILLE SLATE WITH PAPER for solving Arithmetical problems. No attendant of VH/Cerebral Palsy candidates will be allowed inside the examination premises.

b. **Provision of Compensatory Time:** The Visually Handicapped candidates and candidates suffering from Cerebral Palsy will be allowed compensatory Time in the examination, as per the decision of the Commission.

**E. SPECIAL INSTRUCTIONS FOR THE EX-SERVICEMEN APPLICANTS:**

(i) EXS applicants seeking for FEE **CONCESSION, AGE-RELAXATION, RESERVATION** etc. shall invariably submit along with the printout of their Application Forms, the requisite Certificate as per FORMAT (**Appendix-V** of this Notice) from COMPETENT AUTHORITY (APPENDIX-I of this Notice) and also submit a Declaration as per FORMAT [**Appendix-V(A)** of this Notice] otherwise their claims for fee concession, age-relaxation, reservation etc. shall not be considered.

(ii) For any serviceman of the three Armed Forces of the Union to be treated as EXS for the purpose of securing the benefits of reservation etc.; he/she must have already acquired, at the relevant time of submitting his/her application for Post/Service, the status of EXS and/or is in a position to establish his/her acquired entitlement by documentary evidence from the COMPETENT AUTHORITY that he/she would complete specified term of engagement with the Armed Forces within the stipulated period of ONE YEAR from the closing date of receipt of applications as stipulated at Para-9 of this Notice, or otherwise than by way of dismissal or discharge on account of misconduct or inefficiency.

**F. EX-SERVICEMAN:** An Ex-Serviceman means a person

i. who has served in any rank whether as a combatant or non-combatant in the Regular Army, Navy, Air Force of the Indian Union, and

(a) who either has been retired or relieved or discharged from such service whether at his own request or being relieved by the employer after earning his/her pension; or

(b) who has been relieved from such service on medical grounds attributable to military service/circumstances beyond his control and awarded medical or other disability pension; or

(c) who has been released from such service as a result of reduction in Establishment;

OR

ii. who has been released from such service after completing the specific period of engagement, otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency, and has been given a gratuity; and includes personnel of the Territorial Army, namely pension holders for continuous embodied service or broken spells of qualifying service;

OR

iii. Personnel of Army Postal Service who are part of Regular Army and retired from the Army Postal Service without reversion to their parent service with pension, or are released from the Army Postal Service on medical grounds attributable to or aggravated by military service or circumstances beyond their control and awarded medical or other disability pension;

OR

iv. Personnel, who were on deputation in Army Postal Service for more than six months prior to the 14<sup>th</sup> April, 1987;

OR

v. Gallantry award winners of the Armed Forces including personnel of Territorial Army;

OR

vi. Ex-recruits boarded out or relieved on medical ground and granted medical disability pension.

**G.** The period of 'Call up Service' of an EXS in the Armed forces shall also be treated as service rendered in the Armed Forces for purpose of age relaxation, as per rules.

i)A Matriculate Ex-Serviceman (includes an Ex-Serviceman, who has obtained the Indian Army Special Certificate of education or corresponding certificate in the Navy or the Air Force), who has put in not less than 15 years of service on the closing date of receipt of applications as stipulated at Para-9 of this Notice with Armed Forces of the Union shall be considered eligible for appointment to the Group 'C'. Posts. Thus, those Non-Graduate Ex-Servicemen who have not completed 15 years of service as on the closing date of receipt of applications as stipulated at Para-8 of this Notice are not be treated as a deemed graduate applicant.

ii) As per Department of Personnel & Training's O.M. No. 36034/6/90-Estt-SCT Dated 24.4.92, such EXS applicants who have already secured employment under the Central Govt. in civil side after availing of the benefit given to them as EXS for their re-employment, are eligible for age-relaxation prescribed for EXS for securing another employment in a higher grade, but will not be eligible for the benefit for reservation for the EXS for securing another employment in a higher grade. They will also not be eligible for fee concession admissible to EXS. Such EXS would have to pay the requisite fee for this recruitment.

However, as per the Department of Personnel & Training's O.M. No. 36034/1/2014-Estt- (Res.) dated 14.08.2014, the Govt. of India has now decided that if an ex-serviceman applies for various vacancies before joining any civil employment, he/she can avail of the benefit of reservation as ex-servicemen for any subsequent employment. However, to avail of this benefit, an ex-serviceman as soon as he/she joins any civil employment should give self-declaration/undertaking to the concerned employer about the date-wise details of application for various vacancies for which he/she had applied for before joining the initial civil employment. Further, this benefit would be available only in respect of vacancies which are filled on direct recruitment and wherever reservation is applicable to the ex- servicemen.

iii) Service Clerks in the last year of their COLOUR SERVICE are not exempted from payment of fee.

## **H. INSTRUCTIONS FOR CENTRAL GOVERNMENT CIVILIAN EMPLOYE (CGCE) APPLICANTS**

i. Central Govt. Civilian Employees should have rendered not less than 3 years continuous service on a regular basis (and not on ad hoc basis) as on the closing date of receipt of applications as mentioned at Para-9 of the Notice and should remain in Central Government Service holding civil post in any Department/Offices of Government of India till the candidate receives Offer of Appointment from the Office/Department where the candidate gets finally recommended for appointment.

ii. For claiming the benefit of age relaxation they shall invariably submit along with the printout of their Application Forms, the requisite Certificate as per FORMAT (**Appendix-IV** of this Notice) from the COMPETENT AUTHORITY (APPENDIX-I of this Notice) and also submit a Declaration [**Appendix-IV(A)** of this Notice] otherwise their claims for age-relaxation shall not be considered.

iii. Central Government Civilian Employees applying for any post shall invariably submit along with the print out of their Application Forms, a Declaration [Appendix-IV(A) of this Notice] that they have intimated their Office and also they would be in a position to furnish NO OBJECTION CERTIFICATE from their EMPLOYER at the time of **VERIFICATION OF DOCUMENTS**, failing which their candidature is liable to be cancelled at that very stage or at any stage of recruitment process.

**Candidates should note that in case a communication is received from their employer by the Commission withholding permission to the candidates applying for appearing in the examination, their applications shall be rejected and candidature shall be cancelled.**

### **13. DOCUMENTS VERIFICATION:**

(a) Applicants must submit **Self Attested legible Copies** of all their Certificates/Documents, along with the print out of their Applications, in support of the information given in their Application Forms about their Educational Qualifications; Experiences; Percentage of Marks obtained; Proof of Age; Proof of Category [SC/ST/OBC/PH (PWD)/ESX – in the format as given in the Notice] from the Competent Authorities, otherwise their candidature is liable to be rejected summarily or at any stage of the recruitment process.

(b) They shall be in a position to produce all the ORIGINAL CERTIFICATES/DOCUMENTS in support of the information given in their Application Forms at the time of **VERIFICATION OF DOCUMENTS after the OMR/Computer Based Examination**, failing which their candidature is liable to be cancelled at that very stage or at any subsequent stage.

(c) **Candidates are warned that they may be permanently debarred from the examinations conducted by the Commission in case they fraudulently claim SC/ST/OBC/PH(PWD)/ExS/C.G.C.E. Status or submit false Certificates/Documents/Mark Sheets claiming reservation / age relaxation admissible to these categories or in support of Essential Qualification/Experience/Age-proof.**

#### **14. REASONS FOR REJECTION/CANCELLATION OF APPLICATION:**

**APPLICATIONS / CANDIDATURE OF APPLICANTS ARE LIABLE TO BE CANCELLED/REJECTED SUMMARILY OR AT ANY STAGE OF THE RECRUITMENT PROCESS IN THE EVENT OF ALL OR ANY OF THE FOLLOWING:**

- i. Applications being incomplete.
- ii. Any variation in the Signatures.  
[All the **SIGNATUREs** (in **FULL NOT IN SHORT**) done on the Print out of the Application Form and also on other Documents must be THE same.]
- iii. Application without CLEAR and LEGIBLE PHOTOGRAPH.  
Non-payment of Examination Fees, if not otherwise exempted.
- iv. Fee not paid as per instructions.
- v. Under aged/over aged candidates.
- vi. Non forwarding of **Self Attested legible Copies** of all the relevant Certificates/Documents issued by the competent authority, along with the print out of Application Forms, in support of the information given in their Application Forms about their Educational Qualifications; Experiences; Percentage of Marks obtained; Proof of Age; Proof of Category [SC/ST/OBC/PH(PWD)/ESX].
- vii. Not having the requisite Educational Qualification/Experience/Category Status as on the closing date.
- viii. Incorrect information or misrepresentation or suppression of material facts.
- ix. Non-receipt / Late receipt of the printout of the Application Form along with self-attested copies of the relevant documents.
- x. For carrying mobile phones / accessories in the Examination premises/Hall.
- xi. Any other irregularity.
- xii. Non-production of Original Certificates at the time of Verification of Documents

**Note: I.** CANDIDATES ARE NOT ALLOWED TO BRING MOBILE PHONES/ANY OTHER COMMUNICATION DEVICES/ INSIDE THE EXAMINATION PREMISES/HALL AND ANY INFRINGEMENT OF THESE INSTRUCTIONS WILL ENTAIL DEBARMENT FROM SSC'S FUTURE EXAMINATIONS WITHOUT PREJUDICE TO INITIATION OF CRIMINAL PROCEEDINGS AGAINST THE CANDIDATES.

**Note II.** THE CANDIDATES SHOULD BRING HIS/HER OWN PEN/HB PENCIL, ERASER. THE CANDIDATE SHOULD NOT BRING ANY ARTICLE OTHER THAN THOSE SPECIFIED ABOVE, SUCH AS BOOKS, NOTES AND LOOSE SHEETS, MOBILES AND ANY OTHER ELECTRONIC GADGGETS ETC. INTO THE EXAMINATION HALL.

#### **5. SELECTION PROCEDURES:**

(a) The Government has dispensed with Interviews for Junior Level Posts. Accordingly, recruitment to Selection Posts will be through OMR/Computerised Based Objective Type Multiple Choice Examination.

(b) Candidates will be shortlisted for OMR/Computer Based Examination based on the percentage of marks in Essential Qualifications as indicated by them in their application. Candidates will be shortlisted in the ratio of 1:25,

i.e. 25 candidates for every vacancy, subject to availability of sufficient number of eligible candidates. Candidates will be shortlisted by applying suitable cut off in the percentage of marks, in multiples of five. The number of candidates shortlisted may be slightly more or less due to the criteria of applying cut off in multiples of five.

(c) For the purpose of shortlisting of candidates for OMR/Computer Based Examination, the Commission will follow the yardstick adopted by the University/Institution and take into account the percentage of marks as indicated in the Final Year Marks Statement. The Commission will not take the responsibility of working out the percentage of marks by adding up the marks secured by the candidates in different subjects/each year of Graduation and instead take into account the percentage of marks / CGPA as indicated in the Final year mark statement.

(d) Where the Merit of the candidate is indicated in the Final Year Mark Statement in CGPA without indicating the corresponding percentage of marks, the Commission will follow the criteria indicated by the University/Institution in the Certificate, if any for arriving at the corresponding percentage. In all other cases, the Commission will apply the conversion formula of CGPA (as indicated in the Final Year Mark Statement) multiplied by (x) 9.5.

(e) The criteria followed by the Commission in shortlisting candidates will be final. No appeal or representation will be entertained against such Shortlisting criteria.

f) The information furnished by the candidates in their applications will be verified by the Commission with reference to the original documents after the OMR/Computer Based Examination. During verification of documents, if it is found that any information furnished by the candidate in the application is wrong, his/her candidature will be rejected forthwith. No appeal or representation against such rejection of candidature will be entertained. The candidates should ensure that they have furnished correct information in the application form.

## **16. SCHEME OF EXAMINATION :-**

(a) For posts with **Matriculation as EQ**, the examination will have **150 Question carrying** one mark each, on the four components given below:-

General Intelligence & Reasoning	:	25 Questions
Numerical Aptitude	:	25 Questions
General English	:	50 Questions
General Awareness	:	50 Questions

(b) For posts with **Higher Secondary as the EQ**, Examination will have 200 Questions carrying one mark each as indicated below:-

General Intelligence	:	50 Questions
Quantitative Aptitude	:	50 Questions
English Language	:	50 Questions
General Awareness	:	50 Questions

(c) For posts with **Graduation in any subject & Graduate/Post Graduate Degree (with specialization in any subject) as the EQ**, the Examination will have 200 questions, each carrying one mark, on the following subjects:

General Intelligence & Reasoning	:	50 Questions
General Awareness	:	50 Questions
Quantitative Aptitude	:	50 Questions
English Comprehension	:	50 Questions

**There will be Negative Marking of 0.25 for each wrong answer.**

(d) Skill Tests like Typing/Data Entry/Computer Proficiency Test, etc., where prescribed in the Essential Qualification, will be conducted, which will be of a qualifying nature.

**(e) Final Merit List will be drawn on the basis of performance in OMR/Computer Based Examination.**

**(f) Resolution of TIE CASES.**

In case two or more candidates secure same marks in the OMR/Computer Based Examination, the tie will be resolved by the following procedure:

- (i) On the basis of date of birth with the older candidate being placed higher in merit.
- (ii) Alphabetical Order of first names of the candidates.

**IMPORTANT NOTE:** OMR/Computer Based Examination for Selection Posts will be held only in selected cities/Centres and the Commission reserves the right to call candidates to any of the identified centres for the examination. The Commission's decision regarding allotment of Examination Centre shall be final and no request/appeal will be entertained for change of centre.

#### **RECOMMENDATION FOR APPOINTMENT**

- i. The Commission will have the full discretion to fix separate minimum qualifying marks in Computer based/ OMR Based Multiple Choice OMR/Computer Based Examination/Skill Test, wherever applicable, for each category of candidates [viz. SC/ST/OBC/PH(PWD)/ExS/General (UR)].
- ii. After the Examination and Skill Test, wherever applicable, the Commission will draw up the Merit List, on the basis of the marks obtained by the candidates in the OMR/Computer Based Examination. The Commission has prescribed minimum qualifying cut-off marks in the OMR/Computer Based Examination for different categories of candidates. Based on the position in the Merit List, candidates equal to the number of vacancies advertised will be recommended for appointment, subject to their obtaining the minimum qualifying cut-off marks prescribed by the Commission for different categories of candidates.
- iii. SC, ST and OBC candidates, who are selected on their own merit without relaxed standards (i.e. relaxation in age limit and short listing criteria), will not be adjusted against the reserved share of vacancies. Such SC, ST and OBC candidates will be adjusted against the general/unreserved vacancies as per their position in the overall Merit List. The reserved

vacancies, if any advertised, will be filled up separately from amongst the eligible SC, ST and OBC candidates who are lower in merit.

iv. A PH (PWD) candidate who meets the standards fixed for candidates of his/her respective category without availing relaxation in selection and in short listing criteria fixed for such categories, can be recommended against an unreserved vacancy, provided the post is identified suitable for persons with that particular category of disability.

v. An Ex-Serviceman or PH (PWD) category candidate who qualifies on the basis of relaxed standards will be considered against vacancies reserved for them only.

vi. Insofar as cases of Ex- Serviceman/PH candidates are concerned, age relaxation is permissible against the reserved or unreserved posts and such exemption cannot be termed as relaxed standards in regard to age.

vii. Success in the examination confers no right of appointment unless the Government is satisfied, after such enquiry/verification of documents, as may be considered necessary, that the candidate is suitable in all respects for appointment to the service/post.

**17. In pursuance of the Government's initiative of increasing access of the unemployed to job opportunities, the Regional Offices of the Commission will upload on their websites, the details of the non-selected candidates applied for different posts, who meet the minimum qualifying cut off marks prescribed for different categories of candidates, along with the marks secured by them in the qualifying Examination. The objective is that other private/public agencies, if they so desire, can use the data for making recruitment to posts in their organisations. For this purpose, the candidates will have to exercise their option in the online application form. Data of candidates who opt out of the disclosure scheme would not be placed on the website.**

**18. NO PERSON**

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 service, Provided that 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 there are other grounds for so doing, exempt any person from the operation of this rule.

**19. GOOD MENTAL AND BODILY HEALTH OF CANDIDATE**

A candidate must be in good mental and bodily health and free from any physical defect likely to interfere with the efficient discharge of his/her duties as an Officer of the service. A candidate who, after such medical examination as may be prescribed by the competent authority, is found not to satisfy these requirements, will not be appointed. Only such candidates as are likely to be considered for appointment will be medically examined.

**Note** : In the case of the disabled Ex-Defence Services personnel, a certificate of fitness granted by the Demobilisation Medical Board of the Defence Services will be considered adequate for the purpose of appointment.



**20. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT**

(i) Candidates are warned that they should not furnish any particulars that are false or suppress any material information while filling in the application form. Candidates are also warned that they should in no case attempt to alter or otherwise tamper with any entry in a document or the attested certified copy submitted by them nor should they submit a tampered/fabricated document. If there is any inaccuracy or any discrepancy, an explanation regarding this discrepancy should be submitted.

(ii) Without prejudice to criminal action/debarment upto 3 years from Commission's examination wherever necessary, candidature will be summarily cancelled at any stage of the recruitment in respect of candidates found to have indulged in any of the following:-

- i. In possession of mobile phone and/or accessories and other electronic gadgets within the premises of the examination centres, whether in use or in switched off mode and on person or otherwise.
- ii. Involved in malpractices.
- iii. Using unfair means in the examination hall.
- iv. Obtaining support for his / her candidature by any means.
- v. Impersonate/ Procuring impersonation by any person.
- vi. Submitting fabricated documents or documents which have been tampered with.
- vii. Making statements which are incorrect or false or suppressing material Information.
- viii. Resorting to any other irregular or improper means in connection with his/her candidature for the examination.
- ix. Misbehaving in any other manner in the examination hall with the Supervisor, Invigilator or Commission's representatives.
- x. Taking away the Answer Sheet with him/her from the examination hall, or passing it on to unauthorized persons during the conduct of the Examination.
- xi. Intimidating or causing bodily harm to the staff employed by the Commission for the conduct of examination.

**21. CANVASSING**

Canvassing in any form will disqualify the applicant.

**22. COMMISSION'S DECISION FINAL**

The decision of the Commission in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centres and selection will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

**23. JURISDICTION OF COURTS/TRIBUNALS**

ANY DISPUTE IN REGARD TO THIS RECRUITMENT WILL BE SUBJECT TO COURTS/TRIBUNALS HAVING JURISDICTION OVER THE PLACE OF THE \_\_\_\_\_ - \_\_\_\_\_ OFFICE OF THE STAFF SELECTION COMMISSION i.e. THE COURTS / TRIBUNALS AT.....

**APPENDIX-I**

<b>Sl. No.</b>	<b>Appendix No.</b>	<b>Caste/ Community/ Category/</b>	<b>Competent Authority</b>	
<b>1.</b>	<b>APPENDIX-I(A)</b>	<b>Instruction for Filling up online Application Form / Instructions For Filling up the Application</b>		
<b>2.</b>	APPENDIX-II	<b>SC/ ST</b>	i.	District Magistrate/Additional District Magistrate/Collector/ Deputy Commissioner/Additional Deputy Commission/ Dy. Collector/1 <sup>st</sup> Class Stipendiary Magistrate/ Sub-Divisional Magistrate/Extra-Assistant Commissioner/ Taluka Magistrate/ Executive Magistrate.
			ii.	Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate.
			iii.	Revenue Officers not below the rank of Tehsildar.
			iv.	Sub-Divisional Officers of the area where the applicant and or his family normally resides.
		Note:	ST applicants belonging to Tamil Nadu State should submit Caste Certificate only from the REVENUE DIVISIONAL OFFICER.	
<b>3.</b>	APPENDIX-III	<b>OBC</b>	i.	District Magistrate/Additional Magistrate/ Collector/Dy. Commissioner/ Additional Deputy Commissioner/Deputy Collector/Ist Class Stipendiary Magistrate/ Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).
			ii.	Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.
			iii.	Revenue Officer not below the rank of Tehsildar.
			iv.	Sub-Divisional Officer of the area where the candidate and/or his family resides.
		Note:	The closing date for receipt of application will be treated as the date of reckoning for OBC status of the applicant and also, for assuming that the applicant does not fall in the creamy layer.	
<b>4.</b>	APPENDIX-III (A)		Applicants themselves	
<b>5.</b>	APPENDIX-IV	<b>CGCE</b>	Head of Office or Head of Department	
<b>6.</b>	APPENDIX-IV(A)	<b>EA/ CGCE</b>	Applicants themselves	
<b>7.</b>	APPENDIX-V		Commanding Officer	
<b>8.</b>	APPENDIX-V(A)	<b>EXS</b>	Applicants themselves	
<b>9.</b>	APPENDIX-VI	FORM-II	<b>PWD</b>	Members/Chairperson of Medical Board & Counter signed by the Medical Superintendent/CMO/Head of Hospital
		FORM-III		
		FORM-IV		

**Procedure/Instructions for Registration/ Online Submission of Application**

1. To apply for Selection Posts, candidates are required to Register themselves on <http://ssconline.nic.in/sscselectionposts/> Candidates may register once and can apply for any **Selection Posts** advertised by SSC.
2. The Registration facility is available to the candidates throughout the year on website <http://ssconline.nic.in/sscselectionposts/>
3. Candidates should read the instructions given in the Registration/Online Application Portal <http://ssconline.nic.in/sscselectionposts/> carefully before filling up the Online Registration Form/ Application Form.
4. After reading the instructions candidates should move to the Registration Part and fill up the online Registration Form.
5. In the Registration Part, candidates will have to fill in basic information relating to them. On submission of details, candidates shall be prompted to check the details and make, corrections, if any, before submitting the Form.
6. Candidate should provide all the required details while filling up the Online Registration/Application Forms. Mandatory fields are marked with \* (asterisk) sign.
7. On submission of the Registration Form, a page with Registration ID and password will appear. Note down the Registration ID and password and keep them safely.
8. This would be your permanent Registration ID & Password which would be required to apply for Selection Posts.
9. After submission of the Registration Form, candidate should upload his/her latest colour photograph of the stipulated size and signature.
10. The digital size of the file of the photographs must be more than 4 kb and less than 20 kb with resolution of 100 pixel width and 120 pixel height.
11. The signature must be uploaded in jpg format. The digital size of the signature file must be more than 1 kb and less than 12 kb with resolution of 40 pixel with by 60 pixel height.
12. The Registration becomes complete only after the photograph and signature are uploaded by the candidate.
13. After completion of the Registration Part the candidates should proceed to fill up the Online Application Form.
14. Candidates already registered earlier can log into the system and proceed to fill up the Application Form.
15. Candidates should read the instructions in the Notice carefully before filling up the Online Application Form.
16. The facility of on-line application (including payment of fees through debit/credit card) will be available from \_\_\_\_\_ to \_\_\_\_\_ (5.00 PM). Candidates who wish to make the payment through challan of SBI, may make the payment to designated branches of SBI within the working hours of bank upto \_\_\_\_\_ provided the challan has been generated by them before 5.00 PM of \_\_\_\_\_. The challan generation facility will be available upto \_\_\_\_\_ (05:00 PM) only.
17. Application part also requires filling of payment details,
18. To pay fee through SBI Challan, candidates should take print-out of challan generated online after completion of Application Part and deposit the

requisite fee in pay branch of State Bank of India. Thereafter, log into the system with your Registration ID and Password and submit the details within the stipulated date and time.

19. Request for change/correction in the Application Form shall not be entertained under any circumstances.

20. **The application form without photograph/signature or with Blurred photograph/signature or incomplete in any manner will summarily be rejected.**

**FORMAT FOR SC/ST CERTIFICATE**

A candidate who claims to belong to one of the Scheduled Castes or the Scheduled Tribes should submit in support of his claim an Self Attested/certified copy of a certificate in the form given below, from the District Officer or the sub-Divisional Officer or any other officer as indicated below of the District in which his parents (or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. 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 his own education. Wherever photograph is an integral part of the certificate, the Commission would accept only Self Attested photocopies of such certificates and not any other Self Attested or true copy.

**(The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India)**

This is to certify that Shri/Shrimati/Kumari\* \_\_\_\_\_  
son/daughter of \_\_\_\_\_ of village/town/\* in  
District/Division \* \_\_\_\_\_ of the State/Union Territory\*  
belongs to the Caste/Tribes \_\_\_\_\_ which is recognized as a  
Scheduled Castes/Scheduled Tribes\* under:-  
The Constitution (Scheduled Castes) order, 1950  
The Constitution (Scheduled Tribes) order, 1950 \_  
The Constitution (Scheduled Castes) Union Territories order, 1951 \*  
The Constitution (Scheduled Tribes) Union Territories Order, 1951\*\_

As amended by the Scheduled Castes and Scheduled Tribes Lists(Modification) order,1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area(Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order(Amendment) Act, 1976.

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956  
The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes order (Amendment Act), 1976\*.  
The Constitution (Dadra and Nagar Haveli) Scheduled Castes order 1962.  
The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962@.  
The Constitution (Pondicherry) Scheduled Castes Order 1964@  
The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967 @  
The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968@  
The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968 @  
The Constitution (Nagaland) Scheduled Tribes Order, 1970 @  
The Constitution (Sikkim) Scheduled Castes Order 1978@  
The Constitution (Sikkim) Scheduled Tribes Order 1978@  
The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989@  
The Constitution (SC) orders (Amendment) Act, 1990@

The Constitution (ST) orders (Amendment) Ordinance 1991@  
The Constitution (ST) orders (Second Amendment) Act, 991@  
The Constitution (ST) orders (Amendment) Ordinance 1996  
The Scheduled Caste and Scheduled Tribes Orders (Amendment) Act, 2002  
The Constitution (Scheduled Caste) Orders (Amendment) Act, 2002  
The Constitution (Scheduled Caste and Scheduled Tribes) Orders (Amendment) Act, 2002

**%2.** Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Caste/Scheduled Tribes Certificate issued to Shri/Shrimati \_\_\_\_\_ Father/Mother\* \_\_\_\_\_ of Shri/Shrimati/Kumari\* \_\_\_\_\_ who of village/town\* \_\_\_\_\_ in District/Division\* \_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_ who belong to the \_\_\_\_\_ Caste/Tribe which is recognised as a Scheduled Caste/Scheduled Tribe in the State/Union Territory issued by the \_\_\_\_\_ dated \_\_\_\_\_.

**%3.** Shri/Shrimati/Kumari\* and/or\* his/her\* family ordinarily reside(s) in village/town\* \_\_\_\_\_ of \_\_\_\_\_ District/Division of the State/Union Territory\* of \_\_\_\_\_

Place : \_\_\_\_\_

Date : \_\_\_\_\_

Signature \_\_\_\_\_

\*\* Designation \_\_\_\_\_

\* Please delete the words which are not applicable

@ Please quote specific Presidential Order

% Delete the paragraph which is not applicable

NOTE : The term ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

**\*\*List of Authorities Empowered to issue Caste/Tribe Certificates :**

(i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy. Collector/1st Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.

(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

(iii) Revenue Officers not below the rank of Tehsildar.

(iv) Sub-Divisional officers of the area where the candidate and or his family normally resides.

**Note : ST candidates belonging to Tamil Nadu state should submit caste certificate ONLY from the REVENUE DIVISIONAL OFFICER.**

**(FORMAT OF CERTIFICATE TO BE PRODUCED BY OTHER  
BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE  
GOVERNMENT OF INDIA)**

This is to certify that Shri/Smt./Kumari.  
\_\_\_\_\_ Son/Daughter of \_\_\_\_\_ of Village/Town  
\_\_\_\_\_ District/Division \_\_\_\_\_ in the State / Union  
Territory \_\_\_\_\_ belongs to the \_\_\_\_\_ Community which is  
recognized as a backward class under the Government of India, Ministry of Social  
Justice and Empowerment's Resolution No. \_\_\_\_\_ dated  
\_\_\_\_\_. Shri / Smt / Kumari \_\_\_\_\_ and/or his/her family  
ordinarily reside(s) in the \_\_\_\_\_ District/Division of the  
\_\_\_\_\_ State / Union Territory. This is also to certify that he  
/she does not belong to the persons/sections (Creamy Layer) mentioned in Column  
3 of the Schedule to the Government of India, Department of Personnel & Training  
O.M. No. 36012/22/93-Estt (SCT) dated 8.9.1993\*\*

Dated : \_\_\_\_\_

District Magistrate/  
Deputy Commissioner, etc.

Seal of Office

\*The Authority issuing the certificate may have to mention the details of  
Resolution of Government of India, in which the Caste of the candidate is  
mentioned as OBC.

\*\* As Amended from time to time.

- Note: as
- a. The term ordinarily reside(s) used here will have the same meaning  
in section 20 of the Representation of the People Act, 1950.
  - b.
    - i. District Magistrate/Additional Magistrate/ Collector/ Dy.  
Commissioner /Additional Deputy Commissioner/ Deputy  
Collector/ Ist Class Stipendiary Magistrate/ Sub-Divisional  
Magistrate/Taluka Magistrate/ Executive Magistrate/Extra  
Assistant Commissioner (not below the rank of 1st Class  
Stipendiary Magistrate).
    - ii. Chief Presidency Magistrate /Additional Chief Presidency  
Magistrate/ Presidency Magistrate.
    - iii. Revenue Officer not below the rank of Tehsildar.
    - iv. Sub-Divisional Officer of the area where the candidate  
and/or his family resides.

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**APPENDIX -III(A)**

**DECLARATION TO BE SUBMITTED BY OBC APPLICANTS FOR SEEKING AGE RELEXATION, RESERVATION ETC.**

[Please see Para-9(B) of the Notice]

I ..... son/daughter of Shri  
..... resident of village/town/city  
..... district .....State ..... hereby  
declare that I belong to the .....Community which is  
recognized as a backward class by the Government of India, for purpose of  
reservation in services, as per Ministry of Social Justice and Empowerment's  
Resolution No.....dated.....  
It is also declared that I do not belong to persons/sections (Creamy Layer)  
mentioned in Column 3 of the Schedule to the above referred Office  
Memorandum dated 8.9.1993.

Place & Date:

*\*Full Signature of the applicant*

**APPENDIX -IV**

**FORMAT OF CERTIFICATE TO BE SUBMITTED BY CENTRAL GOVERNMENT CIVILIAN EMPLOYEES (CGCE) SEEKING AGE-RELAXATION (Letter Head of the Organisation)**

(To be filled by the Head of the Office or Department in which the candidate is working).

[Please see Para-9(E) of the Notice]

It is certified that Shri/Smt./Km.\_\_\_\_\_ is a Central Govt. employee holding the post of\_\_\_\_\_ in the pay scale of Rs.\_\_\_\_\_ with 3 years regular service in the grade as on \_\_\_\_\_

Signature\_\_\_\_\_ Name & Designation\_\_\_\_\_

Office seal

Place:

Date:

(\*Please delete the words, which are not applicable.)

\*\*\*\*\*



**APPENDIX-IV(A)**

**DECLARATION TO BE SUBMITTED BY ALL THE EMPLOYED  
APPLICANTS INCLUDING CGCE DECLARATION**

[Please see Para-9(F) of the Notice]

I declare that I have already informed my Head of Office/Department in writing that I have applied for this examination and no vigilance is either pending or contemplated against me as on the date of submission of application.

I further submit the following information:

Date of Appointment : \_\_\_\_\_  
Holding present Post & Pay Scale : \_\_\_\_\_  
Name & Address of Employer with : \_\_\_\_\_  
Tel.No./Fax/E-mail : \_\_\_\_\_

Place & Date

*\*Full Signature of the applicant*

**APPENDIX-V**

**FORMAT OF CERTIFICATE FOR SERVING DEFENCE PERSONNEL**

**(Letter Head of the Organisation)**

[Please see Para-9(D) of the Notice]

I hereby certify that, according to the information available with me (No.)..... (Rank) (Name)..... is due to complete the specified term of his engagement with the Armed Forces on the (Date).....

Signature of Commanding Officer  
Office Seal:

Place:  
Date:

**DECLARATION TO BE GIVEN BY THE EXS APPLICANT**

[Please see Para-9(D) of the Notice]

I understand that, if selected on the basis of the recruitment/examination to which the application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the Appointing Authority that I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen Re-employment in Central Civil Services and Posts rules, 1979, as amended from time to time.

I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-S in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalized Banks, etc.) by availing of the concession of reservation of vacancies admissible to Ex-S.

I further submit the following information:

- a. Date of appointment in Armed Forces :
- b. Date of Discharge :
- c. Length of service in Armed Forces :
- d. My Last Unit/Corps :
- e. Details of Re-employment, if any :

Place & Date

*\*Full Signature of the applicant*

**DISABILITY CERTIFICATE**

**APPENDIX- VI (FORM-II)**  
**DISABILITY CERTIFICATE**  
**(IN CASE OF AMPUTATION OR COMPLETE PERMANENT PARALYSIS OF**  
**LIMBS AND IN CASES OF BLINDNESS)**  
**(See Rule 4)**

<b>(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)</b>	Recent Pass Port size Attested Photograph (Showing face only) of the person	
Certificate No.-----	Date:-----	
<p>This is to certify that I have carefully examined Shri/Smt./ Kum. _____ Son/wife/daughter of Shri _____ Date of Birth _____ (DD/MM/YY) Age _____ years, Male/Female Registration No. _____ permanent resident of Home No. _____ Ward/Village/Street _____ Post Office _____ District _____ State _____, whose photograph is affixed above, and am satisfied that (A) he/she is a case of:</p> <p><input type="checkbox"/> locomotor disability  <input type="checkbox"/> blindness  (Please tick as applicable)</p> <p>(B) the diagnosis in his/her case is _____</p> <p>(A) He/She has _____% (in figure) percent(in words) permanent physical impairment/blindness in relation to his/her _____ (part of body) as per guidelines(to be</p>		
Nature of Document	Date of Issue	Details of Authority issuing Certificate
Signature/Thumb impression of the person in whose favour disability certificate is		(Signature and Seal of Authorised

**APPENDIX- VI (FORM-III)**  
**DISABILITY CERTIFICATE**  
**(IN CASE OF MULTIPLE DISABILITIES)**  
**(See Rule 4)**

<p style="text-align: center;"><b>(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)</b></p>	<p style="text-align: center;">Recent Pass Port size Attested Photograph (Showing face only) of the person with disability</p>			
<p>Certificate No.----- Date:-----</p>				
<p>This is to certify that I have carefully examined Shri/Smt./ Kum.____          Son/wife/daughter of Shri_____ Date of Birth_____(DD/MM/YY) Age          years, Male/Female_____ Registration No._____ permanent resident of Home No.          Ward/Village/Street_____ Post Office_____ District_____ State_____,          whose photograph is affixed above, and am satisfied that :</p>				
<p>(A). He/She is a Case of <b>Multiple Disability</b>. His/her extent of permanent physical impairment/disability has been evaluated as per guidelines(to be specified) for the disabilities ticked below, and shown against the relevant disability in the table below:</p>				
S. No.	Disability	Affected Part of	Diagnosis	Permanent Physical impairment/ mental disability (in %)
1.	Locomotor disability	@		
2.	Low vision	#		
	Blindness	Both Eyes		
4.	Hearing impairment	£		
5.	Mental retardation	X		
6.	Mental-illness	X		
<p>(Please strike out the disabilities which are not applicable)  <b>(@ e.g. Left/Right/both arms/Legs )(# e.g. Single eye/both eyes)(£ e.g. Left/Right/both ears.)</b></p>				
<p>(B). In the light of the above, his/her over all permanent physical impairment as per guidelines (to be specified) is as follows:-          In figures:_____percent          In words:-_____percent.</p> <p>2. This condition is progressive/non progressive/likely to improve/not likely to improve.</p> <p>3. Reassessment of disability is:          (i). not necessary          Or          (ii). is recommended/after _____ years_____ months, and therefore this certificate shall be valid till ____/____/_____(DD/MM/YY)</p>				
<p>4. The applicant has submitted the following document as proof of residence:-</p>				
Nature of Document	Date of Issue	Details of Authority issuing Certificate		
<p>5. Signature and Seal of Medical Authority</p>				
<b>Name and Seal of Member</b>	<b>Name and Seal of Member</b>	<b>Name and Seal of Chairman</b>		
Signature/Thumb impression of the person in whose favour disability certificate is issued.				

**DISABILITY CERTIFICATE  
(IN CASES OTHER THAN THOSE MENTIONED IN FORM-II AND FORM-III)  
(See Rule 4)**

<b>(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)</b>	Recent Pass Port size Attested Photograph (Showing face only) of the person with disability
--	---

Certificate No.----- Date:-----

This is to certify that I have carefully examined Shri/Smt./ Kum. \_\_\_\_\_ Son/wife/daughter of Shri \_\_\_\_\_ Date of Birth (DD/MM/YY) Age \_\_\_\_\_ years, Male/Female \_\_\_\_\_ Registration No. \_\_\_\_\_ permanent resident of Home No. \_\_\_\_\_ Ward/Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_ District \_\_\_\_\_ State \_\_\_\_\_, whose photograph is affixed above, and am satisfied that and I am satisfied that he/She is a Case of \_\_\_\_\_ **disability**. His/her extent of

S. No.	Disability	Affected Part of Body	Diagnosis	Permanent Physical impairment/ mental disability (in %)
1.	Locomotor disability	@		
2.	Low vision	#		
3.	Blindness	Both Eyes		
4.	Hearing impairment	£		
5.	Mental reterdation	X		
6.	Mental-illness	X		

(Please strike out the disabilities which are not applicable)  
**(@ e.g. Left/Right/both arms/Legs )(# e.g. Single eye/both eyes)(£ e.g. Left/Right/both ears.)**  
 2. This condition is progressive/non progressive/likely to improve/not likely to improve.  
 3. Reassessment of disability is:  
 (i). not necessary  
 Or  
 (ii). is recommended/after \_\_\_\_\_ years \_\_\_\_\_ months, and therefore this certificate shall be valid till \_\_\_\_/\_\_\_\_/\_\_\_\_(DD/MM/YY)  
**(@ e.g. Left/Right/both arms/Legs )(# e.g. Single eye/both eyes)(£ e.g. Left/Right/both ears.)**

4. The applicant has submitted the following document as proof of residence:-

Nature of Document	Date of Issue	Details of Authority issuing Certificate

(Authorised Signatory of notified Medical Authority)  
(Name & Seal)

**(Countersignature and seal of the CMO/Medical Superintendent/Head of Government Hospital, in case the certificates issued by a medical authority who is not a permanent servant(with seal)**

Signature/Thumb impression of the person in whose favour disability certificate is issued.

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