

MINISTRY OF DEFENCE

NAME OF DEPOT/UNIT – 16 INF DIV ORD UNIT

RECRUITMENT NOTICE NO –

1. Applications are invited from Indian Citizens for the following posts in Pay Band of Rs (Pay band + Grade pay) plus other allowances as admissible to Central Government employees.

S. No	Name of Post	Pay Scale	Minimum essential Qualification	Physical endurance Test/ Skill test whichever applicable	Category				Total	Remarks
					UR	SC	ST	OBC		
(a)	Tradesman Mate	PB 1 5200-20200, GP - 1800	10 th Pass	(i) Physical endurance test 1.5 K m Run in 6 Minutes (ii) Carrying a weight 50 Kg to a distance of 200 Mtr in 100 Sec	02	-	-	-	02	
(b)	Tradesman Mate (Backlog vac)	PB 1 5200-20200, GP - 1800	10 th Pass		-	-	-	-	01	Reserved for ESM
(c)	Tradesman Mate (Backlog vac)	PB 1 5200-20200, GP - 1800	10 th Pass		-	-	01	-	01	
Total									04	

2. The above posts are subject to all India Service liability including field service.

3. Age limit and its relaxation.

Ser	Category	Age limit	Age relaxation	Remarks
(a)	UR	As per provisions of RRs for the post and relaxation applicable as per govt instrs	Nil	
(b)	OBC		3 Years	
(c)	SC/ST		5 Years	
(d)	ESM		Total service rendered in armed forces + 3 years	
RRs of age limit:- UR – 18 Yrs to 25 Yrs, OBC – 18 Yrs to 28 Yrs, SC/ST – 18 Yrs to 30 Yrs and ESM – Total service rendered in Army/Navy/Air Force plus three years.				

4. Candidate will forward application properly sealed, in an envelope to the address mentioned against the post applied for, through ordinary post/Registered post/Speed post. Application in person will not be accepted. Candidates are requested to superscribe the words “APPLICATION FOR THE POST OF TRADESMAN MATE” on the top of envelope while sending the application form.

5. Last date for receipt of application is 21 days from the date of publication of the advertisement in the Employment News.

6. The crucial date for determining the age limit shall be the closing date for receipt of application.

7. The photocopy of the following documents/certificates to be attached alongwith application duly self attested:-

- (a) Two passport size photographs duly self attested, one on right corner of application and one on Acknowledgement card.
- (b) Attested copies of following certificates will also be submitted with application:-
 - (i) Education qualification certificate.
 - (ii) Date of Birth Certificate.
 - (iii) Caste certificate where applicable.
 - (iv) Discharge certificate for Ex- Serviceman or NOC from the competent authority for serving Defence Personnel who are completing the prescribed period of Army Services within a year from the last date for receiving application.
- (c) Self addressed envelope affixing postal stamps of Rs. 25/-

Note – I: Central Government Civilian Employees must furnish “**No Objection Certificate**” from their employer/office at the time of the test else their candidature will be cancelled.

8. Incomplete / ineligible applications will be deemed invalid and rejected without intimation to the candidate. Only the eligible candidates will be called for the written examination.

9. It is made clear that merely fulfilling the basic essential qualification requirements does not automatically entitle a person to be called for test. The selection will be made strictly on the merit basis. The decision of appointing authority regarding selection / rejection will be final. It is also made clear that the number of posts/vacancies are tentative and recruitment process can be cancelled/ suspended/terminated by the Appointing Authority at any stage, due to administrative reasons.

10. The question papers of written test (objective type) will be in bilingual i.e. English & Hindi as under:-

Subject	No of Questions	Maximum marks	Duration	Remarks
General intelligence and reasoning	25	25	2 Hours (20 Minutes extra for visually handicapped candidates)	The standard of questions will be of matriculation / intermediate as applicable
Numerical aptitude	25	25		
General English	50	50		
General Awareness	50	50		

11. Canvassing in any form shall disqualify the candidates. No enquiry or correspondence will be entertained.

12. No TA/DA is admissible. Duration of each test can be 02 to 05 days or more. Candidates will make their own arrangement for lodging/boarding during the test.

Name of Depot/Unit – 16 Inf Div Ord Unit
Pin Code – 909016
C/O 56 APO

Affix recent
Passport size
potograph

APPLICATION FOR RECRUITMENT

Rect notice No

1. Post applied for

2. Name of candidates (in block letters)

3. Father's Name

4. Date of Birth:

DD		MM		YY			

5. Correspondence Address:-

House No./Street/ Village

Post Office

District State

Pin Code

6. Permanent Address:-

House No./Street/ Village

Post Office

District State

Pin Code

7. Educational Qualification

S. No	Qualification	Name of School/College	Name of Board/University	% of mark obtained.

8. Category for which applied:

(a)

UR	SC	ST	OBC

(b) Whether belong to:

PH	ESM	Others

9. If applied for the post as Ex-serviceman:

Date of enrolment (in Army/Navy/AirforceDate of retirement Total service
Yrs..... Month.....days (attach copy of discharge certificate / NOC)

10. Whether registered with any employment exchange? (Yes/No)
If yes, mention registration No. and name of Employment exchange)

11. Whether employed in central govt service? Yes/No.....if yes, give details as under :-

<u>Name of employer</u>	<u>Office address</u>	<u>Name of the post</u>	<u>Date of appointment</u>

DECLARATION

12. I hereby certify that above particulars mentioned in the application are correct and true to the best of my knowledge and belief. I understand that in the event of my information being found false or incorrect at any stage or not satisfying the eligibility criteria according to requirements of the advertisement, my candidature/appointment is liable to be cancelled/terminated. I am willing to serve anywhere. I agree that department has the right to transfer me to anywhere in India.

(Signature of Candidate)

Dated:

Place:

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FOR OFFICE RECORD ONLY

1. Application received on

2. Application accepted/rejected

3. Reason for rejection: Underage/Overage/Documents incomplete/Photo or documents not attested/Any other reasons to be specified:-

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4. Index No Date of test

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ACKNOWLEDGEMENT CARD

1. Name.....
2. Date of Birth
3. Father's Name
4. Correspondence Address :-
House No./Street/ Village
- Post Office
- District State
- Pin Code

5. Application accepted/rejected and date of test if accepted
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6. Reason for rejection :
7. Date of reporting for test
8. Venue of test