

**GOVERNMENT OF INDIA MINISTRY OF DEFENCE**

**(HQ 51 SUB AREA CAMP)**  
**NARANGI MIL STN (GUWAHATI)**

**RECRUITMENT NOTICE**

1. Applications are invited from persons of Indian Nationality for the following posts. The pay as per 7<sup>th</sup> CPC and specifications of the posts are given below:-

Ser No	Designation of post	No of vacancies				Total	Pay in Pay Matrix as per 7 <sup>th</sup> CPC	Remarks
		UR	SC	ST	OBC			
(a)	Messenger	01	-	-	-	01	Rs 18000/-	
(b)	Cook	01	-	-	-	01	Rs 19900/-	
(c)	Gardner	01	-	-	-	01	Rs 18000/-	

2. The last date of receipt of application is 30 days from the date of publication of the advertisement in the Employment News. In case of candidates belonging to Ladakh Sub Division of Jammu and Kashmir State, Lahaul & Spiti District of Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Island & Lakshadweep, the last date of receipt of application shall be 37 days from the date of publication of this advertisement. However, the crucial date for determining the age limit for all shall be closing date of receipt of application i.e. 30 days from publication.

3. Detailed eligibility criteria and application form is available at [www.indianarmy.nic.in](http://www.indianarmy.nic.in) and also in the 'Employment News' news paper.

4. Application **NOT** conforming to the format given in the website will **NOT** be accepted.

**MINISTRY OF DEFENCE  
(HQ 51 SUB AREA CAMP)**

**RECRUITMENT NOTICE FOR THE POSTS OF MESSENGER, COOK AND GARDENER**

1. Applications are invited from eligible candidates of Indian Nationality for the **Group 'C' post of Messenger, Cook & Gardener to reach HQ 51 Sub Area (Est Br) , c/o 99 APO** by registered post. The scale of pay, number of vacancies, educational qualification and other requirements are as under:-

Ser No	Name of post	Pay in Pay Matrix as per 7th CPC	Categories				Total vacancies	Qualifications
			UR	SC	ST	OBC		
(a)	<b>Messenger</b>	Rs 18000/-	01	-	-	-	01	<p><b><u>Essential.</u></b></p> <p>(a) Matriculation (10<sup>th</sup>) Pass or equivalent from a recognised Board).</p> <p>(b) Should be proficient in trade. Proficiency will be tested by <b>Practical Trade Test.</b></p> <p>(c) Must pass Physical Tests/Endurance Tests, written Test and interview.</p> <p><b><u>Desirable.</u></b></p> <p>(a) Minimum one year work experience in the trade.</p> <p>(b) Certificate of proficiency in the trade from a recognised institute.</p> <p>(c) Knowledge of Hindi desirable.</p> <p>(d) Certification in the trade under Pradhan Mantri Kaushal Vikas Yojana (PMKVY).</p>
(b)	<b>Cook</b>	Rs 19,900/-	01	-	-	-	01	<p><b><u>Essential.</u></b></p> <p>(a) Matriculation (10<sup>th</sup>) Pass or equivalent from a recognised Board) and knowledge of Indian Cooking.</p> <p>(b) Should be proficient in trade. Proficiency will be tested by <b>Practical Trade Test.</b></p> <p>(c) Must pass Physical Tests/Endurance Tests, written Test and interview.</p> <p><b><u>Desirable.</u></b></p> <p>(a) Minimum one year work experience in the trade.</p> <p>(b) Certificate of proficiency in the trade from a recognised institute.</p> <p>(c) Certification in the trade under Pradhan Mantri Kaushal Vikas Yojana (PMKVY).</p>

Ser No	Name of post	Pay in Pay Matrix as per 7 <sup>th</sup> CPC	Categories				Total vacancies	Qualifications
			UR	SC	ST	OBC		
(c)	<b>Gardener</b>	Rs 18000/-	01	-	-	-	01	<p><b><u>Essential.</u></b></p> <p>(a) Matriculation (10<sup>th</sup>) Pass or equivalent from a recognised Board).</p> <p>(b) Should be proficient in trade. Proficiency will be tested by <b>Practical Trade Test.</b></p> <p>(c) Must pass Physical Tests/Endurance Tests, written Test and interview.</p> <p><b><u>Desirable.</u></b></p> <p>(a) Minimum two year work experience in the trade.</p> <p>(b) Certificate of proficiency in the trade from a recognised institute.</p> <p>(c) Knowledge of Hindi desirable.</p> <p>(d) Certification in the trade under Pradhan Mantri Kaushal Vikas Yojana (PMKVY).</p>

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

3. **Age Limit and its Relaxation for Messenger, Cook & Gardener :-**

<u>Ser No</u>	<u>Category</u>	<u>Age limit</u>	<u>Age relaxation</u>	<u>Remarks</u>
(a)	UR	18 to 25 yrs	Nil	

4. Candidates will forward application as per **Annexure I to III** duly completed, 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**" on the top of envelope while sending the application form.

5. The last date of receipt of application is 30 days from the date of publication of the advertisement in the Employment News. In case of candidates belonging to Ladakh Sub Division of Jammu and Kashmir state, Lahaul & Spiti District of Pangi Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Island & Lakshadweep the last date for receipt of application shall be 37 days from the date of publication of this advertisement. However the crucial date for determining the age limit for all shall be closing date for receipt of application i.e. 30 days from publication.

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

(a) Three self attested latest passport size photographs, one pasted on top right corner of the application, second on the Acknowledgement card cum call letter and third on the admit card for written examination.

(b) Attested copies of following certificates will also be submitted with application:-

- (i) Educational qualification certificate.
- (ii) Date of Birth Certificate.
- (iii) Caste certificate where applicable.

(c) Self addressed envelope affixing postal stamps of Rs. 25/-.

7. Incomplete/ ineligible applications will be deemed invalid and rejected without intimation to the candidate.

8. It is made clear that merely fulfilling the basic essential qualification requirements does not automatically entitle a person to be called for the test. In case the Number of short listed candidates post scrutiny of applications exceeds 100 per vacancy existing in each post, call letters will be issued to the limit of 100 per vacancy considered in merit as per essential and desirable QR. The selection will be made strictly on the merit. The decision of appointing authority regarding selection/rejection will be final. It is also made clear that the numbers of posts/vacancies are tentative and recruitment process can be cancelled/ suspended/ terminated by the Appointing Authority at any stage, due to administrative reasons.

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

<u>Subject</u>	<u>No of Questions</u>	<u>Maximum marks</u>	<u>Duration</u>	<u>Remarks</u>
General intelligence and reasoning	25	25	2 Hours	(a) The standard of questions will be of matriculation/ Intermediate level (as applicable).  (b) While preparing merit list, a tie will be resolved as per the individual marks obtained in the order of the subjects.
Numerical aptitude	25	25		
General English	50	50		
General Awareness	50	50		

10. **Practical Trade Test.** Candidates applying for the post of Cook, Messenger & Gardner (Mali) will be put through a trade test suitably designed for the respective trade as approved by a board of officers.

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

12. **Own Risk Clause.** Candidates will appear for physical test/ endurance test at their own risk. Any injury/ accident if sustained by the candidates during the tests, authorities will not be responsible to pay any compensation.

13. Selected candidates will be given appointment letter by concerned authorities subject to verification of character and antecedents/ education certificates from concerned District Magistrates/ authorities and medical fitness from medical authorities.

14. **Probation Period** The selected candidates will be on **probation for two years**. The appointment of the selected candidates will be made on the satisfactory report from concerned civil authority on verification of character and antecedent/ education certificates with date of birth/ caste certificate and medical fitness examination.

15. No TA/DA is admissible. Duration of each test can be 02 to 07 days or more. Candidates will make their own arrangement for lodging/boarding during the test/interview.

16. Vacancies may vary (Increase/Decrease) subject to availability of post or change in PE and non-extension of validity of NAC.

17. Any dispute with regard to the recruitment will be subject to the Courts having jurisdiction in **Guwahati** only.

18. Detailed Eligibility Criteria and application form is available at [www.indianarmy.nic.in](http://www.indianarmy.nic.in) and also in the 'Employment News' news paper.

19. Application NOT conforming to the format given in the website will NOT be accepted.

To,

Headquarters 51 Sub Area  
PIN-908651  
C/o 99 APO

Affix recent  
(self attested)  
passport size  
photograph

**APPLICATION FOR RECRUITMENT**

Rect notice No......

1. Post applied for .....
2. Name of candidate (in block letters) .....
3. Father's Name .....

4. Date of Birth :

D	D	M	M	Y	Y

5. Correspondence Address :-

House No. /Street/Village .....  
Post Office .....Police Station.....  
District .....State.....  
PIN Code.....

6. Permanent Address:-

House No. /Street/Village .....  
Post Office ..... Police Station.....  
District .....State.....  
PIN Code.....

7. Educational Qualification :

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

8. Category for which applied :

(a)

UR	SC	ST	OBC
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(b) Whether belong to :

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

Date of enrolment (In Army/Navy/Air force) ..... Date of retirement.....  
Total service.....Yrs.....Months.....days (attach copy of discharge certificate/  
NOC).

10. If applied for the post in PH category :

Type of disability (HH)	Percentage of disability

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

12. Whether employed in central govt services ? Yes/No If Yes, give details as under :-

Name of employer	Office address	Name of the post	Date of appointment

**DECLARATION**

13. 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 the requirements of the advertisement, my candidature/appointment is liable to be cancelled/terminated. I am willing to serve anywhere. I agree the department has the right to transfer me to anywhere in India.

Date :

Place :

(Signature of Candidate)

.....  
**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 :-

.....  
 .....

4. Index No..... Date of test.....

**ACKNOWLEDGEMENT CARD CUM CALL LETTER**

Affix recent  
(self attested)  
passport size  
photograph

1. Name \_\_\_\_\_
2. Date of Birth \_\_\_\_\_
3. Father's Name \_\_\_\_\_
4. Correspondence Address :-  
House No. /Street/Village \_\_\_\_\_  
Post Office \_\_\_\_\_ Police Station \_\_\_\_\_  
District \_\_\_\_\_ State \_\_\_\_\_  
PIN Code \_\_\_\_\_
5. Application accepted/rejected \_\_\_\_\_
6. Reason for rejection : \_\_\_\_\_
7. Date of reporting for test \_\_\_\_\_
8. Venue of test \_\_\_\_\_

(Please affix latest self attested photographs and fill up column 1 to 4 only)

No \_\_\_\_\_

**ADMIT CARD FOR WRITTEN EXAMINATION**

Affix recent  
(self attested)  
passport size  
photograph

1. Name \_\_\_\_\_
2. Date of Birth \_\_\_\_\_
3. Father's Name \_\_\_\_\_
4. Correspondence Address:-  
House No. /Street/Village \_\_\_\_\_  
Post Office \_\_\_\_\_ Police Station \_\_\_\_\_  
District \_\_\_\_\_ State \_\_\_\_\_  
PIN Code \_\_\_\_\_
5. Date of reporting for written exam \_\_\_\_\_
6. Venue of test \_\_\_\_\_

(Please affix latest self attested photographs and fill up column 1 to 4 only)