

MINISTRY OF DEFENCE
71 INFANTRY DIVISION ORDNACE UNIT, PIN-909071, C/O 99 APO
RECRUITMENT NOTICE FOR THE POST OF TRADESMAN MATE (GROUP 'C')

1. Applications are invited from candidates of Indian Nationality(Male only) by 71 Infantry Division Ordnance Unit, PIN – 909071, C/o 99 APO for the Post of Tradesman Mate Gp 'C' in Pay Band Level-1 of Rs18000/- plus other allowances as admissible to Central Government Employees.

S No	Name of the post	Pay scale	Minimum Essential Qualification	Physical endurance test/skill test (whichever applicable)	UR	ST	Total Vacs	Remarks
(a)	Tradesman Mate	PB-1 (18000)	Matriculate 10 th Pass	Physical endurance test & Written test	01	01	02	(Carried fwd Vacs)

Remarks:- (i) Ex- Serviceman selected for appointment will be placed against the category to which he belongs.
(ii) If the ESM vacancies remain unfilled due to non availability of candidates it may be filled up by the indl candidates as per vertical reservation and their comparative merit.

2. The above posts are subject to **ALL INDIAN SERVICE LIABILITY INCLUDING FIELD SERVICE.**

3. **Age limits and its relaxation.**

S No	Category	Age Limit	Age relaxation	Remarks
(a)	UR (Gen)	18 to 25 Years		
(b)	SC	18 to 30 Years		
(c)	ST	18 to 30 Years		
(d)	OBC	18 to 28 years		
(e)	ESM	Service rendered in Army/Air Force/Navy shall be allowed to be deducted from actual age of the individual and if the resultant age does not exceed maximum age prescribed for the post by more than three years, he shall be deemed to satisfy the condition regarding age limit.	Total Service rendered in armed forces + 3 years in respective category	

4. Candidates will fwd application properly sealed, in an envelope in the name of **71 Infantry Division Ordnance Unit, PIN – 909071, C/O 99 APO** though Ordinary/ Registered/Speed post. Application in person will not be accepted. Candidates are requested to super scribe 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. **Calculation of Age** "The age limit specified above will reckon on the closing date of receipt of application".

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

- (a) Two passport size photographs duly self attested, one on right corner of application and one on Acknowledgement card.
- (b) Self 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 the 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:- Central Government Civilian Employees must furnish " **No objection Certificate**" from their employer/office at the time of the interview 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/interviews. 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 numbers of posts/vacancies are tentative and recruitment process can be increased/ cancelled/ suspended/ terminated by the Commanding Officer, 71 Infantry Division Ordinance Unit at any stage, due to administrative reasons.

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

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

Subject	No of question	Maximum Marks	Duration	Remarks
General Intelligence and Reasoning	25	25	2 Hours	The standard of questions will be of matriculation/ Intermediate as applicable
Numerical aptitude	25	25		
General English	50	50		
General Awareness	50	50		

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/interview.

13. **"Own Risk:** Candidates will appear for physical test/Endurance test at their own risk. Any injury/accident/death if any sustained by the candidates during tests, authorities will not be held responsible nor any compensation will be paid".

14. **"Warning:** All applicants are warned to be careful from the self styled agents and also requested to report to CO of unit against any malpractice seen/observed by them".

15. **"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".

NOTE:- DON'T FORWARD ORIGINAL CERTIFICATES WITH THE APPLICATION.

To

The Commanding Officer
71 Infantry Division Ordnance Unit
Pin – 909071
C/o 99 APO

APPLICATION FORM FOR THE POST OF TRADESMAN MATE

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

Affix recent
passport size
photograph
duly self
attested

4. Date of Birth:

DD		MM		YY			

5. Aadhar No:

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(Att Photo copy of Aadhar Card with application)

6. PAN No:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

(Att Photo copy of PAN Card with application)

7. Correspondence Address:-

House No/Street/Village.....
Post Office
District.....State
Pin Code.....

8. Permanent Address:-

House No/Street/Village.....
Post Office
District.....State
Pin Code.....

9. Education Qualification

S No	Qualification	Name of School/ Collage	Name of Board/ University	Percentage obtained

10. Category for which applied:

(Please tick to choose)

UR	SC	ST	OBC

11. Age as on last date of submission of application: Year _____ Months _____ Days _____ i.e. within 21 days from the date of publication in the Newspaper.

12. If applied for the post as Ex-servicemen:

Date of enrollment (In Army/Navy/Air Force).....Date of retirement
.....Total ServiceYrsMonth.....Days (attach copy of
discharge certificate/NOC)

13. Nationality

14. Religion

15. Whether registered with any employment exchange yes/no.....
(If yes, mention registration No. and name of Employment exchange)
16. Whether employed in central govt services? Yes/No.....

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>

17. Additional Information regarding court cases:-

- (a) Have you ever been involved in any criminal case
- (b) Have you ever been arrested/ prosecuted
- (c) Have you ever been convicted by any Court
- (d) Is any case pending against you in any Court
- (e) Is any case pending against you in any Police Station
- (f) Have you been ever debarred from appearing any Examination by UPSC/Govt of India/
State Govt/University/Board or any other Educational institution

DECLARATION

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 that department has the right to transfer me to anywhere in India.

Dated:

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/interview

ACKNOWLEDGEMENT CARD/ADMIT CARD

(On a separate sheet in double space)
(Ser No 1 to 5 only be filled by candidate)

Affix recent
passport size
photograph
duly self
attested

INDEX NO: _____ (FOR OFFICE USE ONLY)

ACKNOWLEDGEMENT

1. Name of candidate
2. Father's Name
3. This acknowledgement slip is for the post of
4. Category applied for (UR/SC/ST/OBC)
5. Whether ESM or not

(Sign of the applicant)

(To be filled by office)

- | | | |
|----|---|--|
| 6. | Refer your application for the
Post of | <u>Accepted/Rejected</u> |
| 7. | Reasons of rejection | _____

_____ |
| 8. | Date, time and place for test/interview | Date and Time _____
71 Infantry Division Ordnance Unit
Missamari, Dist – Sonitpur, (Assam) |

Note :-(i) Entry will not be allowed without **ACKNOWLEDEMENT CARD** bearing stamp of 71 infantry Division Unit.

(ii) All documents in original regarding date of Birth, Cast, Education, Experience, etc will have to be produced at the time of test/interview, failing which the candidature is likely to be cancelled.

Date: _____

OIC Recruitment Cell