

RECRUITMENT NOTICE

GOVERNMENT OF INDIA MINISTRY OF DEFENCE
57 MTN DIV ORD UNITS, C/O 99 APO

1. Applications are invited by 57 Mtn DOU C/O 99 APO for the following posts from eligible candidates:-

Category	No Posts	Age	Pay scale	Qualification	Remarks
<u>MAZDOOR</u>	- , 13 (Thirteen)		Pay Band Rs . 5200- 20200/	(i) Matriculation or equivalent.	Written test , Physical/ Practical test and interview to be decided by Recruitment Board
GENERAL	02	18-25 Yrs			
OBC	03	18- 28 Yrs		(ii) Knowledge of Hindi	
ST	08	18-30 Yrs	Grade Pay Rs. 1800/- PM		
<u>PAINTER</u>	- 01 (One)				
GENERAL	01	18-25 Yrs		(i) Matriculation or equivalent.	
	Out of 13 vacancies of Mazdoor, 01 vacancy reserved for Ex- Serviceman (ESM) and 01 vacancy reserved for Physically Handicapped			(ii) Certificate in the trade from a recognized ITI or 3 years training and/or experience of actual work in the trade.	

2. The above posts are subject to all India service liability including field service. The place of work will be wherever 57 Mountain Division Ordnance Unit or its detachments are located.

3. Vacancies for Ex-servicemen and Physically Handicapped Person (Orthopedically or Hearing handicapped only) will be filled against horizontal reservation. The qualification requirement for Ex-Servicemen and Physically Handicapped person is same as applicable to other categories. The age limit as under:-

(a) **Ex-Servicemen**: Service rendered in Army/Navy/Air Force shall be deducted from actual age and resultant age should not exceed the maximum age limit, prescribed for the post by more than three years. Attested copies of discharge certificate should be enclosed with application form.

(b) **Physically Handicapped Person**: The age limit of Physically Handicapped persons is 18 to 35 Years for General, 18 to 38 years for OBC and 18 to 40 years for SC/ST category. The age calculation will be as on 21st day from date of publication in the employment news.

4. **AGE**: Age calculation will be as on 21st day from date of publication in the employment news and also the last date of application.

5. **Documents that are required with the application duly attested by a Gazetted Officer:-**

- (a) Photocopy of Birth Certificate.
- (b) Caste Certificate (SC/ST and OBC certificate means Other Backward Class Certificate and not Backward Class certificate).
- (c) Education Certificate.
- (d) Photocopy of Ration Card/Domicile Certificate.
- (e) Two Passport size photograph.
- (f) Discharge Certificate (ESM)
- (g) Character Certificate from Gazetted Officer (Date of issue be within six months).

Note: Besides above, certificate as per specimen attached from the OBC candidate also to be attached with above application.

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6. **Original Documents:** Candidates are required to bring original document/certificate at the time of test/interview failing which they shall not be permitted to appear in the test/interview.
7. **Ineligibility:** Incomplete application without affixing photographs or any certificate (as applicable) or if applicant is found overage on last date of receipt of application as indicated above will be rejected.
8. **Short-listing/Preliminary Test.** – The number of candidates may be reduced due to administrative constraint in screening of application for written examination on the basis of percentage of marks obtained in the examination of essential qualification. A bench mark will be fixed depending on the Number of applicants. No weightage will be given for additional/higher qualification (other than prescribed in the recruitment rules). All candidates meeting the benchmark will be invited for further test. The Administration reserves the right to fix a cut-off benchmark for selection.
9. The appointment letter (s) will only be issued after confirmation of vacancy from Integrated HQ of MoD (Army). It is also made clear that number of posts may undergo a change at any stage and in this regard no representation will be entertained.
10. Written test will be conducted for all eligible/short listed candidates applying of the above mentioned post. The number of candidates to be called for interview will be restricted to minimum 10 (ten) times of number of vacancies.

Instructions:-

11. Candidate fulfilling above conditions may submit their applications as per the format given in **Appx – 'A'** affixing two passport size photographs duly attested by a Gazetted Officer one on right hand corner of the application form and one on the acknowledgement card attached with application form along with attested copies of certificates , Character certificate from a Gazetted Officer and a self-addressed envelope duly affixed with postal stamps of Rs. 25/- which is required for registered cover for return of acknowledgement card so as to reach **Commanding Officer, 57 Mountain Division Ordnance Unit, PIN- 909057, C/O 99 APO** within 21 days from date of publication in the Employment News by Registered post. No application will be entertained after closing date i.e. 21st day from the date of publication of the advertisement notice. While forwarding the application, the envelope should clearly be marked as **“APPLICATION FOR THE POST OF MAZDOOR” OR “APPLICATION FOR THE POST OF PAINTER”**

12. **Date and time for tests:** Test / interview will be held at unit in Masimpur Military Station, District- Cachar (Assam), Nearest Railway Station – Arunachal. Applicants should report in the unit at 0600 hrs on date of test / interview. No separate letter except acknowledgement card will be issued. Individuals should be in possession of acknowledgement card issued by this unit and other original documents while reporting for the test / interview. Written exam and interview will be based on matriculation level. Merely fulfilling the basic essential qualifying requirements does not automatically entitle a person to be called for test/interview.

13. Candidates not in receipt of acknowledgement Card should presume that their application were incomplete/not meeting the QR (Qualitative requirements) or not found eligible. No correspondence in this regard will be entertained. Further, unit will not be held responsible for any postal delay.

Note:-

14. Please note that incomplete applications without affixing photographs or without enclosing attested copies of educational certificate/showing date of birth and caste certificate (as applicable) or if applicant found overage on last date of receipt of application as indicated above will be rejected and candidates will not be entertained for Test/Interview.

15. Candidates must ensure that no column is left blank or wrongly filled. Applications not filled correctly are liable to be rejected and the onus of such rejections would be on the candidate himself. The administration will not entertain any claim after such rejections. The application format should be typed on A-4 size paper and forwarded to this unit.

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16. **Syllabus for written test** - Question on General Intelligence and Reasoning will be non-verbal considering the functions attached to the post. Questions on Numerical Aptitude, General English and General Awareness of matriculate standard. Time of written test for General Candidate- 02 hours and for Visually Handicapped – 02 hours 20 mins. Question paper will be objective type. Negative marking will be 0.25 marks for each wrong answer.

17. Candidate who apply against OBC category shall attach and produce the "Other Backward Class" certificate as per format in **Appx 'B'** and **Not** the "Backward Class" certificate duly signed by appropriate authority. Candidate who apply against ST category shall attach and produce the "ST Certificate" duly signed by appropriate authority.

18. **Degree of Disability for reservation** - Candidate would be eligible for reservation in service/post who suffers not less than 40% of relevant disability. PH (Hearing Handicapped) Hearing impairment means loss of 60 decibels or more in the better ear in the conversational range of frequencies. The disability certificate shall be from a competent medical Board constituted by the Central or State Government consisting of at least three members, out of which one shall be a specialist in the particular field i.e. hearing disability. The disability certificate should be as per format in **Appx 'C'** attached.

19. No application will be accepted in person by hand or through any representative. The application must be posted to the addressee under Registered Cover of Indian Post. The unit will not be responsible for any kind of postal delay.

20. No TA/DA will be admissible for attending the test / interview. Candidate will make their own boarding/lodging arrangement for test/interview.

21. This unit will not be responsible / liable for any damage / loss due to any injury / death of the candidate during interview / test.

22. 57 Mountain Division Ordnance Unit reserve the right to withdraw the vacancies and terminate the appointment during the **period of two years of probation** without assigning any reasons whatsoever.

23. Only application received through Speed Post/Government Registered post will be accepted.

24. 57 Mtn DOU reserves the rights to dissolve the procedure of recruitment at any stage/any time.

25. Date and time for written test/interview will be intimate later to eligible candidates through call letter and not published through advt.

Warning

26. All the candidates are warned to be careful from the self styled agents and also requested to report to the Commanding Officer, 57 Mountain Division Ordnance Unit against any malpractice seen/ observed by them.

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Refer to Newspaper _____ and advertisement No _____ dated _____

57 Mountain Division Ordnance Unit
PIN - 909057
C/O 99 APO

Affix recent
Passport
Size Photographs
duly
attested by a
Gazetted Officer

APPLICATION FORM FOR RECRUITMENT IN 57 MTN DIV ORD UNIT

1. Post applied for : _____
2. Name of the candidate (In block letters) : _____
3. Father's Name (In block letters) : _____
4. Date of Birth (Enclose Proof) : _____
5. Correspondence Address : _____
6. Permanent address : _____
7. Date of birth (In Christian Era) : _____
duly attested as applicable
8. Caste (Gen/OBC/ST) (attach certificate) : _____
9. Educational Qualification (attach education : _____
certificate duly attested)
10. Hindi Knowledge: Yes/No : _____
11. Category for which applied : Gen/OBC/ST : _____
Ex-serviceman/Handicapped person (OH/HH)
12. Whether registered with any Employment Exchange: _____ (Yes / No)
(If yes, Registration No & Name of : _____
Employment Exchange).
13. Additional information if any : _____

14. I hereby certify that above particulars mentioned in the application are correct and true to the best of my knowledge and belief. If any particulars mentioned by me is found false at any stage then I shall be liable to be terminated without any notice.

Dated: _____

(Signature of the applicant)

FOR OFFICE RECORD ONLY

1. Received on _____
2. Accepted /Rejected _____
3. Reason for rejection: Underage/Overage/Document incomplete/any other reasons to be specified: _____
4. Index No _____ and date of test/interview _____

ACKNOWLEDGEMENT CARD FOR OFFICE USE ONLY

1. Name _____
2. Father's Name _____
3. Correspondence Address_(Same as per Coln 5 above) _____
4. Index No _____
5. Accepted/Rejected and date & place of test/Interview if accepted _____
6. Reason for rejection: Underage/Overage/Document incomplete/any other reasons to be specified: _____

Affix
Passport size
Photographs
Duly
attested

Signature of Controlling Officer

(ONLY FOR OBC CATEGORY CANDIDATES)

DECLARATION

I. _____ son/daughter of Shri _____
 resident of village/town/city _____ District _____ State _____
 _____ hereby declare that I belong to the _____ (indicate your sub-caste)
 community which is recognized as a backward class by the Govt of India for the purpose of reservation in
 services as per order contained in Department of Personnel and Training Office Memorandum No 36012/
 22/93-Estt (SCT) dated 08 Sep 1993. It is also declared that I do not belong to persons/sections (Creamy
 Layer) mentioned in the column 3 of the Schedule to the above referred Office Memorandum dated 08 Sep
 1993 and its subsequent through OM No 36033/3/2004-Estt.(Res) dated 09 Mar 2004.

Place _____

Date _____

Signature of the candidate

Name of the candidate

NAME & ADDRESS OF THE INSTITUTE/HOSPITAL

Certificate No _____

Date _____

DISABILITY CERTIFICATE

Recent Photograph
of the candidate
showing the disability
duly attested by the
Chairperson of the
Medical Board

This is certified that Shri /Smt / Kum _____ son/wife/daughter
of Shri _____ age _____ sex _____ identification mark (s)
_____ is suffering from permanent disability of following category:-

A. Locomotor or cerebral palsy:

- (i) BL-Both legs affected but not arms.
- (ii) BA-Both arms affected
 - (a) Impaired reach
 - (b) Weakness of grip
- (iii) BLA-Both legs and both arms affected.
- (iv) OL-One leg affected (right or left)
 - (a) Impaired reach
 - (b) Weakness of grip
 - (c) Ataxic
- (v) OA-One arm affected
 - (a) Impaired reach
 - (b) Weakness of grip
 - (c) Ataxic
- (vi) BH-Stiff back and hips (Cannot sit or stoop).
- (vii) MW-Muscular weakness and limited physical endurance.

B. Blindness or Low Vision:

- (i) B-Blind
 - (ii) PB-Partially Blind
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C. Hearing impairment:

- (i) D-Deaf.
 - (ii) PD- Partially Deaf.
- (Delete the category whichever is not applicable)

2. This condition is progressive/non-progressive/likely to improve/not likely to improve. Re-assessment of this case is not recommended/is recommended after a period of _____ years _____ months.*

3. Percentage of disability in his/her case ispercent.

4. Sh/Smt/Kum.....meets the following physical requirements for discharge of his/her duties :-

- | | |
|--|--------|
| (i) F-can perform work by manipulating with fingers. | Yes/No |
| (ii) PP-can perform work by pulling and pushing. | Yes/No |
| (iii) L-can perform work by lifting. | Yes/No |
| (iv) KC-can perform work by kneeling and crouching. | Yes/No |
| (v) B-can perform work by bending. | Yes/No |
| (vi) S-can perform work by sitting. | Yes/No |
| (vii) ST-can perform work by standing. | Yes/No |
| (viii) W-can perform work by walking. | Yes/No |
| (ix) SE-can perform work by seeing. | Yes/No |
| (x) H-can perform work by hearing/speaking. | Yes/No |
| (xi) RW-can perform work by reading and writing. | Yes/No |

(Dr _____)
Member
Medical Board

(Dr _____)
Member
Medical Board

(Dr _____)
Chairperson
Medical Board

Countersigned by the
Medical Superintendent/CMO/
Head of Hospital (with seal)

*Strike out which is not applicable.

damp. 10202/11/0005/12/14