

**DETAILED ADVERTISEMENT
GOVERNMENT OF INDIA MINISTRY OF DEFENCE
INDIAN ORDNANCE FACTORIES
FIELD GUN FACTORY, KALPI ROAD KANPUR-208 009**

Applications are invited from the eligible Indian National for filling up the following vacancies of Group 'c' post at Field Gun Factory, Kalpi Road Kanpur- 208 009. However, the services are liable to be transferred to any where in India.

Post	UR	OBC	SC	ST	Total
Storekeeper -Group 'C' Pay Band 5200-20200 + Grade Pay- 1900	05	02	01	-	08

The above vacancies are subject to variation at the discretion of the Competent Authority depending upon the situation as warranted due to changed circumstances/court cases.

The particulars and eligibility criteria for the post are given below:-

(A) **EDUCATION AND OTHER QUALIFICATION:-**

Essential: 10+2

Desirable: Basic knowledge of computer application having 'O' level certificate as per Department of Electronics Accreditation Committee Certificate (DOEACC)

(B) **Age-** Between 18 to 27 years as on the last date of receipt of online application.

(C) **RELAXATION OF AGE ADMISSIBLE FOR CERTAIN CATEGORIES –**

(i) For SC Candidates - Relaxation up to 5 (Five) years.
(ii) For OBC Candidates - Relaxation up to 03 (Three) years.
(iii) For Govt. Servant - Relaxation up to age of 40 (forty) years for General Category candidates (UR) and for SC & OBC category candidates relaxation as per (i) & (ii) over and above 40 (forty) years.

(iv) For Ex-Service Man - Ex-Serviceman having a minimum of 6 months continuous service in Armed Forces are allowed age relaxation to the extent of the period spent in service plus 3 (three) years.

(v) PH- Relaxation up to 10 (15 years in the case of SC and 13 years in the case of OBC Candidates) (Candidates having disability of Hearing Impairment, One Arm or One Leg are identified suitable for the post of Store Keeper.)

(D) **SCALE OF PAY:**

Pay Band-I (Rs 5200-20200) + GP Rs. 1900/- Plus other usual allowances as admissible to central Govt. employee from time to time.

(E) **CRUCIAL DATE:**

The crucial date for determining the age limit shall be the closing date for receipt of online application i.e.15-11-2015.

(F) **APPLICATION FEE**

Crossed Indian Postal Order worth Rs. 50/-(Rupees Fifty) drawn in favour of the Sr. General Manager Field Gun Factory, Kalpi Road ,Kanpur- 208 009 towards Application fee should be submitted alongwith application. However application fee will not be application for SC/ST/Ex-Serviceman/female and PH candidates.

(1) Candidates fulfilling the aforesaid eligibility criteria may apply Online on the website **www.fieldgunindia.gov.in**

(2) The hard copies of the online application along with copies of requisite certificates/documents in the support of age (date of birth) Qualification. Reservation Category (Non- Creamy Layer Certificate in respect of OBC)etc. duly attested by Central/State Govt. Gazetted officer/ self attested and application fee (Crossed Indian Postal Order of Rs 50/- in favour of Sr.General Manager Field Gun Factory ,Kanpur) wherever applicable should reach Field Gun Factory, Kanpur within 10 days from the last date of filling of online applications however the period would be relaxed for submitting of hard copies by 10 days for candidates from North-Eastern States, Sikkim, Pangi Sub-Division of Chamba,Lahaul &Spiti and Kinnaur District of Himanchal Pradesh, Ladakh Division, Kashmir of J&K state and the union territories of Andaman and Nicobar Islands and Lakshadweep.

(3) Candidates working in Govt. Service/PSUs may submit their applications through proper channel alongwith the certificate from their Head of Office/Establishment that no vigilance or disciplinary case is pending nor contemplated against them (and that they have no objection in releasing them in case of selection). The said certificate should contain total tenure of service rendered in the Department.

(4) Application not conforming to the provisions stated above, are liable to be rejected. Further, Incomplete or unsigned Application or Application not accompanying with attested copies of certificate/testimonials or Application received after the due date shall be summarily rejected and no correspondence in this connection will be entertained.

(5) Pension benefits are applicable under New Pension scheme.

(6) The above recruitment of the candidate is subject to such amendment as may be warranted due to changed circumstance. If any under any order/judgment passed by the Hon'ble Court or Tribunal.

(7) The Candidates should be beware of unscrupulous elements who promise selection. The selection would be on merits only in a transparent manner and candidates should not fall prey to this exploitation.

(8) Candidates appearing for written test will come at their own expense. However, SC/ST candidates will be paid traveling allowance for Railway/Bus fare as per rule on production of journey details as well Railway's receipt/Bus fare Tickets by the shortest route.

HOW TO APPLY

- (a) Candidates must carefully read all the provisions/conditions/instructions etc. given in the advertisement before they apply for any post so as to avoid any disappointment at later stage. The candidates, who fulfill the requisite qualifications/specifications, have to apply on the website www.fieldgunindia.gov.in. The candidates should cross check the information furnished in the "Application Form" before finally submitting the same; as no correction will be possible later.
- (b) Before registering/submitted applications on the website, the candidates should possess the Valid E-mail ID and Mobile Number. The E-mail ID and Mobile No. entered in the Online Application form should remain valid / active until the recruitment process is completed. No change in the E-mail ID and Mobile No. will be allowed once submitted. The candidate himself/herself will be responsible for wrong or expired E-mail ID & Mobile No.
- (c) After submitting the On Line Application and uploading clearly visible recent colour photograph with signature in digital format (jpg or jpeg file of max. 20 KB) as per instruction available on the website, a unique Registration No. will be generated automatically. The Registration No. and Password of the candidate should be used for downloading the filled in Application form and for further information. The candidate should take print of dully filled in Application form in two copies. The candidate has to append his signature and Left Hand Thumb impression and affix same photograph on the place specified on the Application Form generated through online, One copy is to be retained by the candidate for further reference and other one is to be sent enclosing IPO/Bank Draft to "**The Sr. General Manager, Field Gun Factory, Kalpi Road, Kanpur-208009**" (Uttar Pradesh) along with the following documents.
- (i) Self Attested copies of Educational/Professional/Technical qualifications and Experience.
- (i) SC/ST/OBC(Non Creamy Layer)/PHP/Ex-Serviceman certificates issued by the Competent Authority as applicable in prescribed proforma as per Govt. Instructions.
- (ii) Certificate of age proof.
- (iii) Rs.50/-(Fifty) through crossed Indian Postal Order (I.P.O.) in favour of **The Sr. General Manager, Field Gun Factory, Kalpi Road, Kanpur** (Registration No. must be written on the backside of the IPO). Candidates belonging to SC/ST/Ex-Serviceman and PHP category and Female Candidates are exempted from submitting the Fee. The Postal Order should be issued on or after date of publication of the advertisement in the Employment News, Postal Orders issued prior to the date of advertisement are not acceptable. The application fee is non-refundable.
- (d) The candidates may send the filled in application form along with requisite documents sufficiently in advance. Application received after the closing date of submission of Application form is not acceptable.
- (e) The Sr. General Manager, Field Gun Factory, Kanpur is not responsible for postal delay.

- (f) Important actual dates regarding Written Examination, Admit Cards etc. shall be notified in website only for information. Admit cards to the eligible candidates will be uploaded on the website only and the candidates are advised to visit FGK website www.fieldgunindia.gov.in regularly for viewing updates.

**START OF FILLING OF ONLINE APPLICATION AND CLOSING DATE AND
CLOSING DATE FOR RECEIPT OF HARD COPY OF ONLINE APPLICATION
IN THE FACTORY**

- (1) The candidates should read the instructions given in website carefully before filling up the application .
- (2) The candidates shall apply for the above posts through **ONLINE** i.e. www.fieldgunindia.gov.in from **26.10.2015 at 10.00** Hrs. onwards. The last date for online registration will be **15.11.2015 upto 2400** hrs.
- (3) The candidates should fill up all the columns in the online application, then click SUBMIT button and take two printouts of their submitted application.
- (4) After taking printout of the 'filled' online application, the candidates should append his signature and Left Hand Thumb impression and affix same photograph as uploaded on line, at the specified place and send one copy of the same alongwith copy of all required testimonials/documents duly self attested addressed to **"The Sr. General Manager, Field Gun Factory, Kalpi Road, Kanpur(UP) Pin- 208009"**.
- (5) Printout of filled online application, duly completed in all respects, alongwith enclosures should reach this office on or **before 25.11.2015**. However a further 10 days time will be admissible in respect of the candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Divison of Jammu and Kashmir State Lahul and Spiti District and Pang sub-division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands or Nicobar Islands or Lakshadweep. Applications received after the closing date of receipt of application form will not be accepted. **"THIS OFFICE WILL NOT BE RESPONSIBLE FOR ANY POSTAL DELAY."**

IMPORTANT INSTRUCTIONS TO THE CANDIDATES

- (i) Name of the post must be clearly super-scribed/written on the top of the envelop in capital letters. For example – FOR THE POST OF STOREKEEPER.

- (ii) **Travelling Allowance:** Candidates appearing in Written Test and Skill Test will have to come at their own expenses. However 'SC' & 'ST' candidates appearing in the Written Test/Skill Test will be paid travelling allowance of Second (2nd) class Railway/Bus fare as per existing Govt. Rules for to and fro journey performed by shortest route on production of journey details including Railway/Bus Tickets by the shortest route.
- (iii) The candidature of candidate shall be cancelled if he/she submits more than one application form.
- (iv) Submission of false/incorrect/incomplete information and /or dubious document shall disqualify the candidate at any stage of selection.
- (iv) Copies of all the documents i.e. Date of Birth certificate, Educational Qualification certificates, Mark sheets, Caste certificate, Ex. Serviceman certificate, Physical disability certificate duly self attested should be enclosed with the application. No document should be enclosed in original except "No Objection Certificate from a Govt. Deptt."
- (v) Candidate should enclose self attested copy of Matriculation Certificate in proof of date of birth.
- (viii) Government servant must apply through proper channel along with the Certificate from their Establishment that no disciplinary action is contemplated/pending against them and that they have no objection in releasing them in case of selection.
- (ix) SC/ST/OBC/PHP/Ex-Serviceman certificates issued by the competent authorities only and in the prescribed format only will be acceptable. OBC certificate must specifically include clause regarding "Non-Creamy Layer" and should be updated/valid at the relevant point of time as per Government Rules. A specimen certificate of OBC (Non-Creamy Layer) is available on the website for ready reference. OBC (Non-Creamy Layer) Certificate is to be submitted in the given format only. OBC Certificate should not be older than 03 years from the date **15.11.2015**.
- (x) Mere submission of application form does not guarantee issue of Admit Card for Written Test.
- (xi) Only those candidates who come in merit as per Scheme of Selection for the posts will be communicated separately for further process of recruitment.
- (xii) It may be noted that bringing any outside/extraneous/political influence for getting employment in the factory shall render the candidate ineligible.

REJECTION OF APPLICATION:

The application shall be summarily rejected on following grounds, if

- (i) Date and signature is not appended in the Application Form at all the prescribed places.
- (ii) The candidate does not put "left hand" thumb impression in the application form at the prescribed column of the proforma.

- (iii) Same Photograph is not affixed or signed at the specified place in the application Form as uploaded on website.
- (iv) Copies of supporting documents duly self attested are not enclosed.
- (v) Application not accompanied with DD/IPO of value Rs. 50/- except in cases so exempted.
- (vi) IPO is of the date prior to the date of advertisement.
- (vii) Essential qualification is not met.
- (viii) The age of the candidate exceeds the prescribed age limit on the last date.
- (ix) Applications received after the last date of receipt of application.
- (x) Application is not complete in any respect as per the requirement given in the advertisement.
- (xi) The application submitted is other than not generated on online.
- (xii) OBC Certificate of Non-creamy Layer is prior to 15.11.2012 i.e. more than 03 years old.

IMPORTANT DATES

Opening date of receipt of Application through Online	:26.10.2015
Closing date of receipt of Application through Online	:15.11.2015
Closing date of receipt of hard copies of the Online Applications	:25.11.2015
Closing date of receipt of hard copies of the Online Applications of the candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Laddakh Divison of Jammu and Kashmir State Lahul and Spiti District and Pang sub-division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands or Nicobar Islands or Lakshadweep.	:05.12.2015

SCHEME & SYLLABUS STORE KEEPER

Scheme of the Written Examination

The written examination will consist of one objective type paper as shown below :

Part	Subject	Max. Marks	Number of Questions	Total Duration/ Timings
I	General Intelligence (Objective Type Multiple Choice Questions)	50	50	2 Hours
II	English language(Basic Knowledge) (Objective Type Multiple Choice Questions)	50	50	
III	Quantitative Aptitude(Basic Arithmetic Skill) (Objective Type Multiple Choice Questions)	50	50	
IV	General Awareness(Objective Type Multiple Choice Questions)	50	50	

NOTE -I : The question will be set both in English & Hindi for Part-I, III & IV.

NOTE-II : There will be negative marking of 0.25 marks for each wrong answer.

Syllabus of the Written Examination

General Intelligence

1.	Semantic Analogy	16.	Space Orientation
2.	Symbolic/Number Analogy	17.	Venn Diagrams
3.	Figural Analogy	18.	Drawing inferences
4.	Semantic Classification	19.	Punched hole/pattern-folding & unfolding
5.	Symbolic/Number Classification	20.	Figural Pattern – folding and completion
6.	Figural Classification	21.	Indexing
7.	Semantic Series	22.	Address matching
8.	Number Series	23.	Data and City matching
9.	Figural Series	24.	Classification of centre codes/roll numbers
10.	Problem Solving of 12 th Standard	25.	Small & Capital Letters/Number-coding, decoding and classification
11.	Word Building	26.	Embedded figures
12.	Coding and de-coding	27.	Critical Thinking
13.	Numerical operations	28.	Emotional Intelligence
14.	Symbolic operations	29.	Social Intelligence
15.	Trends	30.	Other sub-topics, if any

English Language

1.	Spot the Error
2.	Fill in the Blanks
3.	Synonyms
4.	Antonyms
5.	Spellings/Detecting Mis-spelt words
6.	Idioms & Phrases
7.	One word substitution
8.	Improvement of Sentences
9.	Active/Passive Voice of Verbs
10.	Conversion into Direct/Indirect narration
11.	Shuffling of Sentence parts
12.	Shuffling of Sentences in a passage
13.	Cloze Passage
14.	Comprehension passage

Numerical Aptitude

<i>1. Arithmetic</i>	a. Number Systems : Computation of Whole Number Decimal and Fractions Relationship between Numbers
	b. Fundamental Arithmetical Operations : Percentages Ratio and Proportion Square roots Averages Interest (Simple and Compound) Profit and Loss Discount Partnership Business Mixture and Alligation Time and distance Time and work
<i>2. Algebra</i>	Basic algebraic identities of School Algebra (and their simple applications) e.g. Formulas for $(a+b)^2$, $(a-b)^2$, $(a+b)^3$, $(a-b)^3$, a^3-b^3 , a^3+b^3 , a^2-b^2 ; if $a+b+c=0$, then $a^3+b^3+c^3=3 abc$ etc. and Elementary surds(simple problems) Graphs of Linear Equations.
<i>3. Geometry</i>	Familiarity with elementary geometric figures and facts : Triangle and its various kinds of centres Viz. centroid, In-centre, Ortho centre, Circumcentre congruence and Similarity of triangles Circle and its chords, tangents, angles subtended by chords of a circle, Common tangents to two or more circles.
<i>4. Mensuration</i>	Triangle, Quadrilaterals Regular Polygons(sum of the internal angles of a polygon) Circle Right Prism Right Circular Cone Right Circular Cylinder Sphere, Hemispheres Rectangular Parallelepiped Regular Right Pyramid with triangular or square base
<i>5. Trigonometry</i>	Trigonometry (for acute angles θ° with $0^\circ \leq \theta \leq 90^\circ$) Trigonometric ratios Degree and Radian Measures, Standard Identities like $\sin^2\theta + \cos^2\theta=1$ etc., Complementary Angles, Heights and Distances (simple problems only).
<i>6. Statistical Charts</i>	Use of Tables and Graphs : Histogram Frequency Polygon Bar-diagram

General Awareness : Questions are designed to test the ability of the candidate's general awareness of the environment around him and its application to society. Questions are also designed to test knowledge of current events and of such matters of everyday observation and experience in their scientific aspect as may be expected of an educated person. The test will also include questions relating to India and its neighbouring countries especially pertaining to History, Culture, Geography, Economic Scene, General policy and scientific research.

NOTE 1 : The questions will be of the level to commensurate with Educational Qualification prescribed for the post i.e. 12th standard.

NOTE 2 : Resolution of tie cases (Tie cases i.e. more than one candidate secure equal marks in the written examination, the same will be resolved by applying one after another, as applicable till the Tie is resolved).

- i) Date of Birth, with older candidate placed higher.
- ii) Alphabetical order in which the first names of the candidates appear.