

# DRAFT ADVERTISEMENT

GOVERNMENT OF INDIA, MINISTRY OF DEFENCE (DGQA)

CONTROLLERATE OF QUALITY ASSURANCE (WEAPONS),

POST - GCF, JABALPUR : 482 011 (MP)

Applications are invited for the following General Central Services, Group 'C' (Non-Gazetted), Non-Ministerial post on the prescribed application form. The No. of vacancies of various posts to be filled by direct recruitment are shown below:-

S. No.	Name of Posts & Pay scales	Total No. of vacancies	Category				10% reservation for Ex-Serviceman category
			UR	SC	ST	OBC	
1.	<b>MTS (Security) (Male)</b> Rs. 18,000/- in the Pay Matrix Level-01, Cell-01 (Rs. 5200-20200 + GP of Rs. 1800/- Pre-revised)	02	01	-	01	-	-
2.	<b>MTS (Office)</b> Rs. 18,000/- in the Pay Matrix Level-01, Cell-01 (Rs. 5200-20200 + GP of Rs. 1800/- Pre-revised)	05	04	-	-	01	01
3.	<b>MTS (Sanitary)</b> Rs. 18,000/- in the Pay Matrix Level-01, Cell-01 (Rs. 5200-20200 + GP of Rs. 1800/- Pre-revised)	01	01	-	-	-	-

**AGE LIMIT, QUALIFICATION, EXPERIENCE, ETC. FOR THE ABOVE POSTS**

S. No.	Name of post	Qualification	Age-Relaxation permissible beyond the Upper age limit
1.	<b>MTS (Security) (Male)</b>	<b><u>Essential Qualification :</u></b> Matriculation (10 <sup>th</sup> class pass) from a recognized Board.	<b>18 to 25</b> years for General Candidates as on closing date of receipt of application. (Upper age limit relaxable by 05 years for ST candidates).  (Age limit for Departmental Candidates upto 40 yrs in case of Gen candidates 43 years in case of OBC candidates & 45 years in case of SC/ST candidates)
2.	<b>MTS (Office)</b>	<b><u>Essential Qualification :</u></b> Matriculation (10 <sup>th</sup> class pass) from a recognized Board.	<b>18 to 25</b> years for General Candidates as on closing date of receipt of application. (Upper age limit relaxable by 03 years for OBC candidates).  (Age limit for Departmental Candidates upto 40 years in case of Gen candidates 43 years in case of OBC candidates & 45 years in case of SC/ST candidates)  (Age limit for Ex-Servicemen 03 years over and above the period of service rendered in the Army, Navy & Air Force on production of Discharge Certificate.)
3.	<b>MTS (Sanitary)</b>	<b><u>Essential Qualification :</u></b> Matriculation (10 <sup>th</sup> class pass) from a recognized Board.	<b>18 to 25</b> years for General Candidates as on closing date of receipt of application.  (Age limit for Departmental Candidates upto 40 years in case of Gen candidates 43 years in case of OBC candidates & 45 years in case of SC/ST candidates)

**CLOSING DATE OF RECEIPT OF APPLICATIONS FOR ALL ABOVE POSTS:**

Within **21 days** after the date of publication of advertisement in the Employment News / Rozgar Samachar (For candidates belonging to Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh division of Jammu & Kashmir State. Lahaul and Spiti district and Pangti sub-division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep areas - within **28 days**).

## GENERAL INSTRUCTIONS AND ADDITIONAL INFORMATION FOR CANDIDATES

1. All the above posts are temporary and are likely to be continued. The posts may be transferable any where in India.
2. Applications typed or hand written giving the details as per enclosed application format with self attested copies of certificate addressed to "**The Controller, Controllerate of Quality Assurance (Weapons), Post-GCF, JABALPUR - 482 011 (MP)**" must reach within 21 days (28 days for candidates of specified States) after the date of publication of this advertisement. This Controllerate will not be responsible for postal delay.
3. New Contributory Pension Policy will be applicable.
4. Name of the post applied for must be clearly written on the top of envelope (in Bold letters).
5. Question paper shall be bilingual i.e. in English & Hindi. The questions shall be objective multiple choice type questions on Numerical Aptitude, General Science, General Awareness & related to the above subject posts.
6. The selection of candidates will be based on Written Examination, Trade/Skill test, Medical Fitness and other formalities as per Govt. Orders. **As per the latest guidelines no interview will be held.**
7. A **recent passport size photograph** should be affixed at the marked place in the application form and attested by a Serving Gazetted Officer. Two additional copies of photograph should be sent alongwith the application duly affixed and attested by Serving Gazetted Officer on blank **Admit Card** (specimen given below).
8. Candidates should submit their applications alongwith **self attested** single copy of each certificates - (a) Age proof (b) Educational and qualified course Qualification – supported by appropriate Mark-sheets/Certificates (c) Experience certificate, (d) Caste Certificate for ST and OBC (OBC Certificate - inclusive of Non-Creamy layer status), Experience, Discharge Certificate from Defence Service (in case of Ex-Serviceman).
9. For Ex-Serviceman - Once an Ex-Serviceman is appointed to a civil post against a reserved vacancy, he ceases to be an Ex-Serviceman, and hence not entitled to the benefit of reservation for other posts subsequently.

10. Serving Central/State Govt's candidates should apply through proper channel alongwith NOC from their employer and the application must reach within stipulated time.
11. No TA/DA is admissible for candidates for attending Written Test & applicable Skill/Trade Test conducted by this Controllerate.
12. Recommendation/Source in any ways will be presumed as ineligibility & the candidature of such candidates will be rejected from the initial stage without assigning any reason.
13. Incomplete /incorrect/ unsigned/ late received applications will be rejected without any further intimation. Late receipt of application due to any reason including postal delay will not be accepted.
14. Merely satisfying the eligibility criteria does not automatically confer any right to the candidates to be called for written/other related test. In case, a large number of applications are received in response to the advertisement, it will not be possible / feasible for establishment to call all candidates for written exam / Trade/Skill Test, then Controller, CQA(W) Jabalpur reserve the right to shortlist the candidates.

## NOTE

Candidate should clearly specify the name of the post applied for i.e. Multi Tasking Staff (Security) **OR** Multi Tasking Staff (Office) **OR** Multi Tasking Staff(Sanitary) failing which, their application will be treated as invalid, since the written test for all the three post will be conducted on the same day and same time.

**CONTROLLERATE OF QUALITY ASSURANCE (WEAPONS),**

**POST - G.C. F., JABALPUR : 482 011 (MP)**

Ref - Employment News / Rozgar Samachar Advertisement No. \_\_\_\_\_  
& date \_\_\_\_\_

**APPLICATION FOR THE POST : \_\_\_\_\_**

For Office use only	
Srl. No. & Date of receipt	
Roll No.	

Affix your latest passport size photograph attested by Serving Gazetted Officer across the lower edge of photograph

- Name of the applicant : Shri/Smt/Kum \_\_\_\_\_  
(In Block Capital letters) First Name Middle Name Surname
- Father/Husband's Name : Shri \_\_\_\_\_  
(In Block Capital letters)
- Mother's Name (In Block Capital letters) Smt \_\_\_\_\_  

D	D	M	M	Y	Y	Y	Y
□	□	□	□	□	□	□	□
Day		Month		Year			
- Date of Birth (in Christian era)  
Attested copy of certificate to be attached)
- Nationality : \_\_\_\_\_
- Address in Block Capital letters
  - Present Address  
For Correspondence / \_\_\_\_\_  

Pin	□	□	□	□	□	□	□
-----	---	---	---	---	---	---	---
  - Permanent Address \_\_\_\_\_  

Pin	□	□	□	□	□	□	□
-----	---	---	---	---	---	---	---
- Phone or Mobile No. & : \_\_\_\_\_  
e-mail address
- Category to which belongs \_\_\_\_\_  
(SC/ST/OBC/GEN)  
(Attested copy of caste certificate to be attached):

9. If OBC, whether belongs to Creamy layer or Non Creamy layer : \_\_\_\_\_

10. Whether Ex-Serviceman (Yes /No ) : \_\_\_\_\_  
(if 'YES' attach attested copy of discharge certificate)

11. **Academic/Technical/Professional Qualification**

(Beginning from Matriculation or equivalent. Attested copies of certificates to be enclosed)

Examination passed	Board/University	Year of Passing	% of Marks

12. **Experience** (Particulars of all previous and present employment are to be furnished and attested copies of certificate to be attached)

Name of Office/ Institution	Post Held / Designation	Pay & allowances	Whether under Central or a State Govt or Public Sector Under-taking /Autonomous bodies / Private	Period of Service		Nature of duties (in details)
				From	To	

13. Extra curricular activities \_\_\_\_\_

**DECLARATION**

I solemnly declare that all the statement made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false / incorrect or ineligibility being detected before or after the written test / Trade/ Skill Test, my candidature will stand automatically cancelled.

List of enclosures:

Date: \_\_\_\_\_ (Signature of the Candidate)

**CONTROLLERATE OF QUALITY ASSURANCE (WEAPONS),**  
**POST - G.C. F., JABALPUR : 482 011 (MP)**

**ADMIT CARD**

(Two copies of this Admit Card should be attached with application form duly filled and signed by candidate)

For Office use only

Sr. No.
Roll No.

Affix your latest passport size photograph attested by Gazetted Officer across the lower edge of photograph

NAME OF POST : \_\_\_\_\_

NAME OF CANDIDATE : Shri/Smt/Kum \_\_\_\_\_

FATHER / HUSBAND'S NAME : Shri \_\_\_\_\_

PRESENT / CORRESPONDING : \_\_\_\_\_  
ADDRESS \_\_\_\_\_

Note: Original Certificates related with Age proof, Educational Qualification, Experience certificates, etc. have to be produced at the time of document verification otherwise your candidature would be cancelled.

Left thumb impression of the candidate

Date:

Signature of Candidate

DAVP/10203/11/0889/1718