

HQ BASE WORKSHOP GROUP EME

DIRECT RECRUITMENT IN GROUP 'C' POSTS IN THE CORPS OF ELECTRONICS AND MECHANICAL ENGINEERS

1. Applications are invited for direct recruitment from Indian National for the under mentioned posts at the address mentioned against each posts.

Postal Address of the Establishment	Place of work	Posts	Vacancies					Including Reservation for
			UR	SC	ST	OBC	Total	
Commandant 505 Army Base Workshop EME, Delhi Cantt (Delhi) Pin- 110010	New Delhi, Delhi	Electrician (Highly Skilled-II)	01	-	01	02	04	
		Vehicle Mechanic (Armored Fighting Vehicle), Highly Skilled-II	02	-	-	-	02	PH (HH)-01 PH (OH)-01
Post Box No 41, Commandant 506 Army Base Workshop EME Jabalpur (Madhya Pradesh)	Jabalpur Madhya Pradesh	Machinist (Skilled)	02	-	-	-	02	PH (VH)-01 ESM-01
		Lower Division Clerk	01	-	-	01	02	
Commandant 507 Army Base Workshop EME, PO: ESD (Machinery) Kankinara, Dist : 24 Parganas (North) (West Bengal), Pin - 743124	Kankinara West Bengal	Electrician (Highly Skilled-II)	02	-	-	-	02	
		Machinist (Skilled)	01	-	-	02	03	
		Fitter (Skilled)	01	-	01	-	02	
		Vehicle Mechanic (Motor Vehicle), Skilled	-	01	-	01	02	
Commandant 509 Army Base Workshop EME, Agra (Uttar Pradesh) PIN- 282001	Agra, Uttar Pradesh	Tradesman Mate	-	-	01	01	02	
		MTS of Army Factory Canteens (Vendor)	01	-	-	-	01	
		Multi tasking Staff	01	-	-	-	01	
		Washerman	01	-	-	-	01	
		Lower Division Clerk	01	-	-	-	01	ESM-01

Commandant 512 Army Base Workshop EME, Kirkee, Pune (Maharashtra) Pin - 411003	Pune, Maharashtra	Vehicle Mechanic (Armed Fighting Vehicle), Highly Skilled-II	-	-	-	04	04	ESM-01
		Armament Mechanic (Highly Skilled-II)	01	-	-	-	01	ESM-01
		Rubber Plastic Moulder (Skilled)	03	-	-	01	04	
		Carpenter & Joiner (Skilled)	01	-	-	-	01	
		Multi Tasking Staff	-	-	02	-	02	
		Washerman	01	-	-	-	01	
		MTS of Army Factory Canteens (Vendor)	-	-	-	02	02	
		Tradesman Mate	-	-	01	-	01	PH (VH)-01
Commandant 515 Army Base Workshop EME, Ulsoor, Bangalore (Karnataka), Pin - 560008	Bangalore, Karnataka	Cook	02	-	-	-	02	
		Waiter Mess	02	-	-	-	02	
		Masalchi	01	-	-	-	01	

2. Minimum educational qualification, Experience and suitability for persons with disability are as under:-

S No	Posts	Suitable for persons with disability	Qualifications
(a)	Electrician (Highly Skilled-II)	OL, HH	<p>Essential :- Pass in (10+2) with a certificate from a recognized Industrial Training Institute in the respective trade or grade OR Armed Forces Personnel or Ex-servicemen from the appropriate trade and minimum at grade I.</p> <p>Desirable qualification :- National council for Training in the Vocational Trades certificate from Directorate General of Employment and Training, Ministry of Labour and Employment, Government of India.</p>
(b)	Vehicle Mechanic (Armoured Fighting Vehicle), Highly Skilled-II	OL, HH	<p>Essential :- Pass in (10+2) with a certificate from a recognized Industrial Training Institute in the Motor Mechanic trade. OR Armed Forces Personnel or Ex-servicemen from the appropriate trade and minimum at grade I.</p> <p>Desirable qualification :- National council for Training in the Vocational Trades certificate from Directorate General of Employment and Training, Ministry of Labour and Employment, Government of India.</p>

(c)	Armament Mechanic (Highly Skilled-II)	OL, HH	<p>Essential :- Pass in (10+2) with a certificate from a recognized Industrial Training Institute in the Fitter trade.</p> <p>OR Armed Forces Personnel or Ex-servicemen from the appropriate trade and minimum at grade I.</p> <p>Desirable qualification :- National council for Training in the Vocational Trades certificate from Directorate General of Employment and Training, Ministry of Labour and Employment, Government of India.</p>
(d)	Machinist (Skilled)	OL, LV, HH	<p>Essential :- ITI certificate from a recognized Industrial Training Institute in the Machinist or Turner or Mil Wright or precision Grinder Trade .</p> <p>OR Armed Forces Personnel or Ex-servicemen from the appropriate trade and minimum at grade I.</p> <p>Desirable qualification :- National council for Training in the Vocational Trades certificate from Directorate General of Employment and Training, Ministry of Labour and Employment, Government of India.</p>
(e)	Fitter (Skilled)	OL, BL, LV, HH	<p>Essential :- ITI certificate from a recognized Industrial Training Institute in the respective trade or grade.</p> <p>OR Armed Forces Personnel or Ex-servicemen from the appropriate trade and minimum at grade I.</p> <p>Desirable qualification :- National council for Training in the Vocational Trades certificate from Directorate General of Employment and Training, Ministry of Labour and Employment, Government of India.</p>
(f)	Rubber & Plastic Moulder (Skilled)	OL, BL, LV, HH	
(g)	Carpenter & Joiner (Skilled)	OL, BL, HH	
(h)	Vehicle Mechanic (Motor Vehicle), Skilled	OL, LV, HH	<p>(i) 12th pass from a recognized Board or University. (ii) Typing speed of 35 words per minute in English on computer or a typing speed of 30 words per minute in Hindi on computer (35 words per minute and 30 words per minute correspond to 10500/9000 KDPH/9000 KDPH (key depression per hour) on an average of 5 key depressions for each word)</p>
(j)	Lower Division Clerk	OL, BL, B, LV, HH	
(k)	Cook/Cook Special	BL, OL, B, LV, HH	
(l)	Tradesman Mate	OA, BL, OL, LV, B	(i) Matriculation or equivalent. (ii) Must have knowledge of Indian Cooking and proficiency in trade.
(m)	Washerman	OL, OA, HH, B, LV	(i) Matriculation pass or equivalent. (ii) Must be able to wash military/Civilian cloths thoroughly well.
(n)	MTS of Army Factory Canteens (Vendor)	OL, LV, HH	Matriculation or equivalent with 6 months experience in the trade.

(o)	Multi Tasking Staff	-	Essential :- Matriculation pass or equivalent from recognized Board. Desirable :- Conversant with the duties of the respective trades with one year experience in the trade.
(p)	Waiter Mess	OA, OL, HH, B, LV	Essential :- Matriculation pass or equivalent from recognized Board. Desirable :- One year experience in the trade.
(q)	Masalchi	OA, OL, HH, B, LV	Matriculation pass or equivalent from recognized Board and should be conversant with the duties of Masalchi.

Abbreviations used : PH (OH) – Physically Handicapped (Orthopedically Handicapped), PH (HH) – Physically Handicapped (Hearing Handicapped), PH (VH) – Physically Handicapped (Visually Handicapped), PH (OL)- Physically Handicapped (One Leg), ESM – EX-Serviceman, PH(BL)- Physically Handicapped (Both Leg), PH(OA)- Physically Handicapped (One Arm), PH(B)- Physically Handicapped (Blind), PH(LV)- Physically Handicapped (Low Vision).

3. **Pay Scale**

- (a) Posts at serial No. 2(a) to 2(c) - Pay Band-1 Rs 5200-20200 + Grade Pay Rs 2400/-
- (b) Posts at serial No 2(d) to 2 (k) - Pay Band-1 Rs 5200-20200 + Grade Pay Rs 1900/-
- (c) Posts at serial No 2(l) to 2 (q) - Pay Band-1 Rs 5200-20200 + Grade Pay Rs 1800/-

4. **Age limit:** - 18 to 25 Years.

5. **Age relaxation** :- In accordance with the orders issued by Central Government from time to time.

6. Posts mentioned above are subject to all India transfer liability and Field service liability Rules.

7. Candidates to fwd applications alongwith a self addressed envelope with postal stamp of Rs 5/- properly sealed in an envelope to the address mentioned against the post applied for through ordinary post. Candidates are requested to super scribe the words "Application for the post of _____" on the top of the envelope while sending the application form. Separate application is required for each post.

8. Last date for receipt of application is 21 days from the date of publication of the advertisement in the Employment News and 28 days for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State. Lahaul and Spiti Districts and Pangi Sub-Division of Chamba District of Himachal Pradesh Andaman and Nicobar Islands and Lakshadweep. First date of this advertisement in the Employment Newspaper will be taken into account for calculating 21/28 days. If closing date is falls on holidays, then next working day will be taken as closing date for receipt of application.

9. Crucial date for determining the age limit shall be normal closing date (i.e 2 days) for receipt of applications

10. Provisionally selected candidates have to produce original and photocopy of the following documents/certificates duly attested by a Gazetted Officer on the date and time intimated by the recruiting establishment :-

- (a) Matriculation certificate/Municipality Birth certificate in support for date of birth.
- (b) Mark Sheet of the educational qualification mentioned against the post applied for.
- (c) SC/ST/OBC (Non creamy layer for OBC) certificate if applicable.
- (d) Physically handicapped certificate showing 40% and above disability issued by competent authority if applicable.
- (e) Discharge certificate in case of ex-serviceman.

(f) NOC in original from their present employer /competent authority in case of Government servant including serving Armed Forces Personnel if applicable.

Note: Photocopy/original certificate should not be sent with the application. These should be produced only at the time of written exam.

- 11. Incomplete/ illegible application will be deemed invalid and rejected without intimation to the candidate. Only eligible candidates will be called for written examination provided a self-addressed envelope with postal stamp of Rs 5/- is enclosed with the application form.
- 12. Merely fulfilling the basic selection criterion does not automatically entitle a person to be called for test.
- 13. Application will be shortlisted for written exam on the basis of percentage of marks obtained in the examination for essential qualification.
- 14. The number of vacancies is subject to change. Further, the employer has the right to cancel or modify notification without assessing any reason thereof.
- 15. Canvassing in any form shall disqualify the candidature. No enquiry or correspondence will be entertained.
- 16. Written test will be objective type for 150 marks and the syllabus will be of minimum qualification prescribed for each post at Para 2 above.
- 17. No TA/DA will be admissible. Exam may be for 02 to 03 days or more. Candidates will make their own arrangement for lodging /Boarding during written test.
- 18. The decision of appointing authority regarding selection/rejection will be final.
- 19. The recruitment process can be cancelled/ postponed/ suspended/ terminated without any prior notice/ assigning any reasons at any stage.
- 20. Applications without DAVP advertisement reference no. will not be accepted.
- 21. Date of examination for each trades will be intimated through admit card.
- 22. A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribe or the Other Backward Class should submit in support of his claim an attested/certified copy of a certificate in the form given below, from the District Officer of the Sub-Divisional Officer or any other officer as indicated below of the District in which his parents (or surviving parent) ordinarily reside who has been designated by the State Govt concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidates himself ordinary resides otherwise than for the purpose of his own education. Wherever photograph is an integral part of the certificate, only attested photocopies of such certificates would be accepted and not any other attested or true copy :-

(a) The authorities competent to issue caste certificates are indicated below :-

- (i) District Magistrate / Additional Magistrate /Collector/Deputy Commissioner/Additional Deputy Commissioner /Deputy Collector/First Class Stipendiary Magistrate/Sub Divisional Magistrate /Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below the rank of First Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tehsildar, and

- 6 -

(iv) Sub-Divisional Officer of the area where the candidate and /or his family resides.

(b) Format of certificate to be produced by Scheduled Caste/Scheduled Tribes applying for appointment to posts under the Government of India.

This is to clarify that Shri/Shrimathi/Kumari _____ son/daughter of _____ of village/town _____ in District/Division _____ of the state/Union Territory _____ belongs to the _____

Caste/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe under :-

- *The Constitution (Scheduled Caste) order, 1950
- *The Constitution (Scheduled Tribes) order, 1950
- *The Constitution (Scheduled Caste) (Union Territories) Order, 1951
- *The Constitution (Scheduled Tribes) (Union Territories) Order, 1951

[As amended by Scheduled Castes and Scheduled Tribes Lists (Modification order), 1956, the Bombay reorganization Act, 1960, The Punjab Reorganization Act 1966, the State of Himachal Pradesh Act, 1970, The North Eastern Areas (Reorganization) Act, 1971 and Scheduled Castes and Scheduled Tribes Order (Amendment) Act 1976].

- *The constitution (Jammu and Kashmir) Scheduled Castes Order, 1956
- *The constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by
- *The Scheduled Castes and Scheduled Tribes Orders (Amended Act), 1976
- *The constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962
- *The constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962
- *The constitution (Ponduchery) Scheduled Tribes Order, 1964
- *The constitution (Uttar Pradesh) Scheduled Tribes Order, 1967
- *The constitution (Goa Daman and Diu) Scheduled Caste Order, 1968
- *The constitution (Goa Daman and Diu) Scheduled Tribes Order, 1968
- *The constitution (Nagaland) Scheduled Tribes Order, 1970
- *The constitution (Sikkim) Scheduled Caste Order, 1978
- *The constitution (Sikkim) Scheduled Tribes Order, 1978
- *The constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989
- *The constitution (Scheduled Caste) Orders (Amended Act), 1990
- *The constitution (Scheduled Tribes) Orders (Amended Act), 1991
- *The constitution (Scheduled Tribes) Orders (Second Amended Act), 1991

2. This certificate is issued on the basis of the Scheduled Caste/Scheduled Tribes Certificate issued to Shri/Shrimathi _____ father/mother of Shri/Shrimathi/Kumari _____ of village/town _____ in District / Division _____ of the state /Union Territory _____ who belongs to the Caste / Tribes which is recognized as a Scheduled Caste/Scheduled Tribe in the State/Union Territory _____ issued by the _____ dated _____.

3. Shri/Shrimathi/Kumari _____ and /or his /her family ordinary reside(s) in village /town _____ of _____ District /Division of the state Union Territory of _____.

Signature
Designation
(With Seal office)

Place _____

State
Union Territory

Note:- The term 'Ordinary resides ' used will have the same meaning as in Section 20 of Representation of the Peoples Act, 1950

(c) Format of certificate to be produced by Other Backward Classes applying for appointment to posts under Government of India.

(GOI Dept of Per & Trg OM No 36033/28/94-Estt (Res), dated 02 Jul 1997)

This is to certify that _____ son of _____ village _____ District/Division _____ in the _____ State _____ belongs to the community which is recognized as a Backward Class under –

- *(i) Government of India, Ministry of Welfare, Resolution No 12011/68/93-BBC (C), dated 10th September 1993, published in the Gazette of India Extraordinary, Part-I Section I, No 186, Dates 13th September 1993.
- *(ii) Government of India, Ministry of Welfare, Resolution No 12011/09/94-BBC (C), dated 19th October 1994, published in the Gazette of India Extraordinary, Part-I Section I, No 163, Dates 20th October 1994
- *(iii) Government of India, Ministry of Welfare, Resolution No 12011/07/95-BBC (C), dated 24th May 1995, published in the Gazette of India Extraordinary, Part-I Section I, No 88, Dates 25th May 1995.
- *(iv) Government of India , Ministry of Welfare, Resolution No 12011/04/96-BBC (C), dated 06th December 1996, published in the Gazette of India Extraordinary, Part-I Section I No 210, Dates 11th December 1996.

Shri _____ and /or his family ordinary resides (s) in the District/Division of the _____ State. This is also to certify that hs/She does not belong to the persons/sections (Creamy Layer) mentioned in Column 03 of the Scheduled to the Government of India, Department of Personnel and Training OM No 36012/22/93-Estt. (SCT) dated 08 September 1993.

District Magistrate
Deputy Commissioner

Dated :

SEAL

APPLICATION FORM
(To be sent neatly/typed or hand written)
(DAVP Advertisement No _____)

1. Post applied for : _____
2. Name in the candidate : _____
(In block letters)
3. Father's /Husband Name : _____
4. Date of Birth :

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D D / M M / Y Y Y Y

Affix latest pass
port size
photograph duly
attested by a
Gazetted officer

<p>5. Correspondence address: _____ _____ _____ Pin- _____ State _____ Contact/Mobile No _____</p>	<p>6. Permanent home address : _____ _____ _____ Pin- _____ State _____ Contact/Mobile No _____</p>
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7. Category (Gen/SC/ST/OBC): _____ 8. Category of PH (If applicable) : OH,HH,VH
9. Length of Combatant Service (applicable for ESM): _____ 10. Nationality: _____

11. Qualifications:
(i) Educational

Name of examination	Year	Board /University/Institution	Percentage marks obtained	Grade/Division

(ii) Experience : _____

Organization	Whether Govt/PSU/Private	Post/Appointment	From	To

12. Details of age relaxation required _____
(applicable as per Central Govt Policy)

Certified that the particulars mentioned in the application form are correct and true to the best of my knowledge and belief. If found false at any stage my service may be terminated without notice.

Place : _____
Date: _____ (Signature of the applicant)

- 9 -

ACKNOWLEDGEMENT/ADMISSION CARD

Affix latest pass
port size
photograph duly
attested by a
Gazetted officer

- 1. Post applied for : _____
- 2. Name of candidate : _____
- 3. Signature of candidate : _____

(For official use only)

- 4. Your application is hereby accepted.
- 5. Index No: _____
- 6. Written test (a) Date _____ (b) Time _____
(c) Place _____

Note:- Electronics devices and mobile phones are not allowed in Defence Area.

DAVP/10/03/11/0004/1718