

Appx A

(Ref para 1 of 629 Tpt Coy ASC letter No PC-621/Gen/Q/Civ/Rect Rally dt Oct 2017)

RECRUITMENT NOTICE FOR THE POST OF TRADESMAN MATE (MAZDOOR), COOK(CHEF), CHOWKIDAR, TINSMITH, FIREMAN AND FIRE SUPERVISOR IN 226 COY ASC(SUPPLY) TYPE 'G', DELHI CANTT-10, 227 COY ASC (SUPPLY) TYPE 'B', SAFDARJUNG ROAD, NEW DELHI-03, 210 PET PL ASC, DELHI CANTT-10 AND 339 (I) SUPPLY PL ASC, PROBYN ROAD, TIMARPUR, DELHI-54

1. Applications are invited from eligible Indian national candidates by 629 Tpt Coy ASC, c/o 56 APO to fill up following posts of Group 'C' as per reserved vacancies among various categories as under (Number of posts likely to change):-

Name of Post	Pay Band & Grade Pay (Rs) (As per 7th CPC)	Qualification	Number of Vacancies for various category					Remarks
			UR (Gen)	SC	ST	OBC	Total	
Mazdoor	(As per 7th CPC)	<u>Essential</u> 10 th Standard pass or equivalent from a recognized Board.	05	01	-	02	08	
Chef	(As per 7th CPC)	<u>Essential</u> (i) Matriculation pass or equivalent from recognized Board. (ii) Must have knowledge of Indian Cooking and proficiency in trade.	01	01	-	-	02	
Chowkidar	(As per 7th CPC)	<u>Essential</u> (i) Matriculation pass or equivalent from recognized Board. <u>Desirable</u> (i) Conversant with the duties of chowkidar trade with one year experience in the trade.	01	01	01	01	04	
Fireman	(As per 7th CPC)	<u>Essential</u> (i) 10 th Standard pass from a recognized Board. (ii) Must be conversant with the use and maintenance of all types of extinguishers, hose fitting and fire appliances and equipment fire engines, trailer, pumps, foam branches. (iii) Must be familiar with the use and maintenance first-aid fire fighting appliances and Trailer Fire Pump. (iv) Must know elementary principles of Fire Fighting method employed in fighting different types of fire. (v) Must be conversant with foot and appliance Fire Service Drills and be able to perform the task allotted to the members of fire crew. (vi) Must have served in a recognized Civil or Defence Fire Brigade as Fireman Grade II for a minimum period of three years. (vii) Must be physically fit and capable of performing strenuous duties.	01	-	01	-	02	-

Name of Post	Pay Band & Grade Pay (Rs) (As per 7th CPC)	Qualification	Number of Vacancies for various category					Remarks
			UR (Gen)	SC	ST	OBC	Total	
Fire Supervisor	(As per 7th CPC)	<u>Essential</u> (i) 12 th Standard pass from a recognised Board. (ii) Senior Fire Supervisor Course from Defence Institute of Fire Research Ministry of Defence, New Delhi or the Sub Officers Course from National Fire Service College, Nagpur or any other similar recognized course. (iii) Must be conversant with the use and maintenance of all types of extinguishers hose fittings and fire appliances and equipments like fire engines, trailer fire pumps, foam branches etc. (iv) Must have served in a recognized civil or Defence Fire Brigades in a supervisory capacity for a minimum period of three years. <u>Desirable</u> (i) Station Officers course from National Fire Service College, Nagpur. (ii) Experience of instructional duties in a Fire Service Organisation.	-	01	-	-	01	
Tinsmith	(As per 7th CPC)	<u>Essential</u> (i) 10th Standard pass or equivalent from a recognised Board. (ii) Should be proficient in trade.	01	-	-	-	01	

Abbreviation Used:- SC- Scheduled Caste, ST- Scheduled Tribe, OBC- Other Backward Class, UR (Gen)- Unreserved (General), ESM- Ex-Serviceman & MSP- Meritorious Sportsman.

2. Above vacancies are provisional and indicative of the number of vacancies and subject to change (increase/decrease) at a later stage without any further notification. Vacancies reserved for ESM & MSP will be filled first and adjust in the respective categories.

3. Age Limit

- (a) Mazdoor - 18 to 25 Years for UR Candidate.
18 to 30 Years for SC Candidate.
18 to 28 Years for OBC Candidate.
- (b) Chef - 18 to 25 Years for UR Candidate.
18 to 30 Years for SC Candidate.
- (c) Chowkidar - 18 to 25 Years for UR Candidate.
18 to 30 Years for SC/ST Candidate.
18 to 28 Years for OBC Candidate.
- (d) Fireman - 18 to 25 Years for UR Candidate.
18 to 30 Years for ST Candidate.
- (e) Fire Supervisor - 18 to 30 Years for SC Candidate.
- (f) Tinsmith - 18 to 25 Years for UR Candidate.

(g) The age for above mentioned post for categories of Ex-Servicemen & Meritorious Sportsman are as under:-

- (i) Ex-Servicemen - Service rendered in Army/Navy/Air Force shall be deducted from actual age and resultant age should not be exceeding the maximum age limit prescribed for the post by more than three years.
- (ii) Meritorious Sportsman - 18 to 30 Years for UR, 18-33 Year for OBC, 18-35 Year for SC/ST.

(g) No age relaxation/other applicable concession are admissible to SC/ST/OBC candidates applying against unreserved posts.

(h) The lower/upper age limits prescribed for the post i.e cutoff date will be twenty one (21) days from the date of publication of this advertisement i.e the last date of receipt of application by 629 Tpt Coy ASC and twenty eight (28) days in respect of candidates belonging to Andaman and Nicobar Islands and Lakshadweep from the date of publication of advertisement.

4. **Eligibility Criteria for Meritorious Sportsman**

S No	Level	Documents Required
(a)	International Competition	Certificate awarded by Secretary of the National Federation of the game concerned.
(b)	National Competition	Certificate awarded by secretary of the National Federation or secretary of the state association of the Game concerned.
(c)	National sports games for school	Certificate awarded by director or additional/joint or Deputy Director in overall charge of sports/games for schools in the Directorate of Public Institutions/Educational of the state.
(d)	Physical Efficiency Drive	Certificate awarded by Secretary or other officer in overall charge of physical efficiency in Ministry of Education and Social Welfare, Govt of India.

5. **Selection Procedure.** Selection will be subject to the performance of candidate in the under mentioned tests:-

(a) **Qualifying Tests.** Physical test/trade test (Not applicable for Ex-Servicemen) will be qualifying nature. Only those candidates who qualify in physical/trade test will be permitted to appear in written test. Candidates will be disqualified immediately on failing to qualify any of the event given below and will not (WILL NOT) be permitted to appear in next event/subsequent tests. The candidates will be immediately escorted out of unit premises/test venue. Following Test will be qualifying in nature:-

- (i) **Mazdoor.**
- (aa) Running one mile within 07 min 00 sec for male and 08 min 50 sec for female .
- (ab) Bent knee Sit Up -25 Nos and more for male and 10 Nos and more for female.
- (ii) **Cook.** Test of Indian Cooking by preparing Indian dishes of common nature.
- (iii) **Chowkidar.**
- (aa) Running one mile within 07 min 00 sec for male and 08 min 50 sec for female .
- (ab) Bent knee Sit Up -25 Nos and more for male and 10 Nos and more for female.
- (iv) **Fireman.** Endurance test:-
- (ab) Carrying a man (fireman lift) of 65.5 Kgs to a distance of 183 meters within 96 seconds.
- (ac) Clearing 2.7 meter wide ditch landing on both feet (long jump).
- (ad) Climbing 3 meters vertical rope using hands and feet.
- (v) **Tinsmith.** Test for cutting of tin sheets and making of various types of items like Tin Trays, Tin boxes, Tin display board etc including operating of furnace.

(b) **Written Test.** Marks obtained in written test will have 100% weightage in preparing the final merit list. Written test will comprise of four parts and the Question Papers cum Answer Sheet will be bilingual i.e English and Hindi (Except English Test). Candidate scoring minimum 33% marks in each part will only be considered in merit list. Details of written exam are as under:-

- (i) Time allowed - 2 Hours.
- (ii) Type of Question Paper - Objective.
- (iii) Negative Marking - 0.25 marks for each wrong answer.
- (iv) Topics:-
 - (aa) General Intelligence & Reasoning (25 question, 25 Marks)
 - (ab) Numerical Aptitude (25 questions, 25 marks)
 - (ac) General Awareness (50 question, 50 marks)
 - (ad) General English (50 question, 50 marks).

6. **Physical Standards.** Physical Standards required are as under:-

- (a) Height - Without shoe 165 Cms provided that a concession of 2.5 cms height shall be allowed for member of Schedule Tribes.
- (b) Chest (Un-expanded) - Min 81.5 cms.
- (c) Chest (on expansion) - Min 85 Cms.
- (d) Weight - 50 Kgs (Minimum).

7. **Rejection.** The following acts/omission would render a candidate/application disqualified/rejected.

- (a) Not meeting/Qualifying/Passing the laid down Mandatory Educational Qualification/Standards/Test.
- (b) Furnishing of false, inaccurate or tampered information.
- (c) Obtaining support for his candidature through unfair means.
- (d) Impersonation by any person.
- (e) Submitting fabricated false documents.
- (f) Making statements which are incorrect or false or suppressing material information.
- (g) Resorting to any other irregular or improper means in connection with his candidature for the selection.
- (h) Improper/ incomplete filling of application form.
- (j) More than one application submitted for the same post.

8. Selection will also be subject to the following condition:-

- (a) Medical Fitness Test.
- (b) Verification of Character and Antecedents.
- (c) Verification of SC, ST and OBC status (Belonging/Not Belonging to creamy layer)
- (d) Verification of Education qualification certificate & Experience Certificate.
- (e) Verification of all Certificates/documents from issuing authority.

9. It may be noted that document verification is just another stage in the selection process. Merely being called for verification of documents does not indicate that his/her name will also appear in the final merit list. Candidature of candidate may be cancelled at any stage of recruitment in case violation of necessary instruction/conditions/eligibility.

10. **Exact Place/Location of Tests.** Exact Place/Location of Qualifying Tests & Written Test will be will be intimated through Acknowledgement Card only. It is likely to be in or around Delhi Cantonment. Applicant should report to place as mentioned in Acknowledgment Card. No separate letter except Acknowledgment Card will be issued.

11. **Forwarding of Application.** Eligible candidates should submit their application as per Annexure I and Acknowledgment Card as per Annexure II in the format (attached) along with following documents and copies of certificates duly attested by the gazette officer (**DO NOT FORWARD ORIGINAL CERTIFICATE WITH THE APPLICATION**):-

- (a) Affixing two passport size photographs duly attested by the Gazetted Officer on right hand corner of the application and another on the Acknowledgment Card.
- (b) One 12 cm x 18 cm self addressed envelope affixed with Rupees Twenty Five (Rs 25/-) Postage stamps.
- (c) Birth Certificate (Matriculation Certificate).
- (d) Educational Qualification Certificate of matriculation/12th pass as per qualification details given in para 1 against each post.
- (e) Caste Certificate, where applicable, issued by competent auth.
- (f) Documents in support of age relaxation, where applicable as per Para 3 above.
- (g) Medical test from registered government medical practitioner for physical standards.
- (h) Discharge Cert (Ex-Servicemen only).
- (j) Certificate of Meritorious Sportsman as per Para 4 of this advertisement.
- (k) Proof of Nationality – Adhar Card and PAN Card.
- (l) Current employment exchange registration Card, if held.
- (m) Character Certificate.

12. Candidate will enclose a self-addressed envelope, affixing postal stamp of Rs 25/- alongwith the application required for dispatch of Acknowledgment Card if screened successfully so as to reach **629 Tpt Coy ASC, PIN-905629, c/o 56 APO** with in Twenty one (21) days from date of publication of this advertisement and within twenty eight (28) days for the candidates belonging to Andaman and Nicobar Islands and Lakshadweep from the date of publication of the advertisement. The candidates as required to super scribe on the top envelope "APPLICATION FOR THE POST OF _____" (POST) and cat applied for _____ (UR/SC/OBC/ST/ESM/MSP). Acknowledgment Card and certificate from Attesting Authority to be typed on separate A4 size plain papers.

Application will not (WILL NOT) be entertained without ANNEXURE 'II' or non receipt of SEPARATE ENVELOPE DULY AFFIXED WITH POSTAL STAMPRS 25/- and after closing date i.e 21 days form the date of publication of this advertisement notice in Employment News and /or other News papers and after 28 days in case of candidates belonging to Andaman and Nicobar Island and Lakshadweep.

13. **Reporting for Tests.** Candidates whose application forms are found correct will be called for test by means of Acknowledgment Cards. They will report for the same alongwith following documents/certificate:-

- (a) Acknowledgment Card issued by 629 Tpt Coy ASC (Candidates will be allowed to enter in test premises only on production of Acknowledgment Card forward by 629 Tpt Coy ASC.
- (b) Original and two attested photocopies of all documents/certificate.
- (c) Candidates to bring their own writing material (Pen, Pencil and Clipboard).
- (d) Four passport size photographs (similar to those in application form).

14. **Place of Appointment and Employment.** Place of appointment and employment will be 226 Coy ASC (Sup) Type 'G', 227 Coy ASC (Sup) Type 'B', FOL Depot ASC, Delhi (210 Pet PI ASC) and 339 (I) Sup PI ASC (Delhi Cantt) with All India Service Liability.

15. **Appointment.** Selected Candidates will be offered an appointment letter subject to verification of Character and antecedents from the concerned district magistrate/ police authorities, medical fitness from medical authorities, educational qualification, experience certificate and caste certificate from the concerned issuing authorities.

16. **Probation Period.** All posts are permanent subject to successfully completing a probation period of two years from the physical date of appointment.
17. **All India Service Liability.** Candidates after selection will be subject to all India Service Liability Rule. (All Indian Liability- candidates can be transferred anywhere in India including field area transfer liability).
18. **Dispute.** Any dispute with regards to the recruitment will be subject to jurisdiction of court of Delhi only.
19. **Disclaimer.** The number of posts/vacancies is tentative and subject to increase/decrease. The recruitment process can be cancelled/suspended/terminated by Officer Commanding 629 Tpt Coy ASC at any stage and his decision in this regard will be final and no appeal will be entertained in this regard.
20. Canvassing in any form shall disqualify the candidates. No enquiry or correspondence in this regard will be entertained. Any attempt by any candidate to influence the selection process or using unfair means will result in disqualification of the candidate from taking any further part in the selection process.
21. Individual who has furnished wrong information in the application Form, false certificates to avail benefits/reservation, False/wrong information on the application form regarding relatives or who have fully or partially suppressed any material information shall be liable to cancellation of candidature at any stage of recruitment process and/ or termination of services, if the candidate has been selected.

GENERAL INSTRUCTION

1. Before applying for the post, the candidates should ensure that he fulfills the eligibility and other criteria. Recruitment authorities would be free to reject application not fulfilling the requisite criteria, at any stage of recruitment and if erroneously appointed, such candidates shall be liable to termination from service if appointed.
2. All part of the application to be filled by the candidate in their own hand by blue ball point pen only.
3. No (NO) application will be accepted in person by hand or through any representative. The application must be posted to the addressee only under **REGISTERED/SPEED POST**. Application posted through Normal Post & Courier etc will not **(WILL NOT)** be accepted. The unit will not **(WILL NOT)** be responsible for any kind of postal delay either in receipt of application or in dispatch of acknowledgement cards. Two applications will not **(WILL NOT)** be accepted in a single envelope.
4. Application which is incomplete, incorrect, wrongly filled, without signature, without photograph, photo with wearing cap and goggles/colored glasses or without enclosing attested copies of photographs/documents if applicable, is found under/over age on last date of receipt of application, or any other reason observed by Board of Officers, will be rejected on the spot without any reasons/notice.
5. Merely fulfilling the basic selection criteria does not automatically entitle a person to be called for tests.
6. Date, time & place of test will be mentioned in the Acknowledgment Card. No separate letter except Acknowledgment Card will be issued. **At the time of reporting for tests, candidates should be in possession** of original stamped Acknowledgment Card sent by this unit, all ORIGINAL certificates in support of age, educational qualification, experience certificates, caste certificate and registration certificate from their local Employment Exchange if name already registered with them. Individuals who are not in possession of Acknowledgment Card or original certificates **will not be entertained**.
7. No **(NO)** travelling allowance will be admissible for the test. Candidates will make their own boarding/lodging arrangement for test. 629 Tpt Coy ASC will not **(WILL NOT)** be responsible to pay for any damages in case of injury/death of candidate during various tests and thereafter.
8. Candidates living with more than one spouse or married another spouse while the first spouse is alive are not eligible to apply, if such case (s) comes to light at any stage of recruitment or post appointment stage the appointing authority will terminate the appointment.
9. Candidates already employed in Centre/State Govt Office/PSU should submit their application through proper channel duly submitting service certificate and '**No Objection Certificate**' from the employer.
10. The number of candidates to be called for qualifying tests/written test will be restricted to ten times of the number of vacancies. Screening of application based on percentage of marks obtained in the examination for essential qualification will be carried out. A bench mark percentage will be fixed for the same depending on the number of applicants. **Mere fulfillment of essential qualification and experience does not vest any right in a candidate for being called for qualifying tests/written test.** All applications received will be scrutinized/screened by Selection Board/Board of Officers (s) so detailed. Selection Board/Board of Officers (s) will organize qualifying test and subsequently written test. The selection Board/Board of Officer reserves the right to call for test only screened in candidates and will not entertain any correspondence in this regards.
11. A select panel equal to the number of vacancies and based on the performance of candidates in written test subsequent to qualifying test will be drawn up. All the candidates in the select panel will be offered an appointment subject to medical fitness certificate, Police verification, Education, Experience and Caste certificate verification before actual appointments. The reserve panel will be operated strictly as per merit only in case a candidate from the select panel refuses appointment or is disqualified. The reserve panel will not be operated for any subsequent recruitment i.e. additional vacancies in the same year or next year.
12. Candidates who apply against OBC category shall attach and produce "Other Backward Class" Certificate duly signed by the appropriate authority.
13. Commandant 226 Coy ASC (Sup) Type 'G', Officer Commanding 227 Coy ASC (Sup) Type 'B', Officer Commanding FOL Depot ASC, Delhi (210 Pet PI ASC and Officer Commanding 339 (I) Sup PI ASC reserve the right to withdraw the vacancies and terminate the appointment during the period of probation without assigning any reason.
14. Medium of writing in application form and test etc will be in Hindi/English only.

15. The date of publication will be the first day towards the accounting of numbers of days for submission of applications.
16. Recruitment will be carried out as per latest amendments and all prevailing Government Rules and Regulations.
17. SC/OBC candidates who apply against un-reserved post will not be given any age or other concession meant for SC/OBC. Similarly, SC/OBC candidates selected on merit vis-à-vis the general candidates would not counted towards SC/OBC quota.
18. Candidates can apply for all three post for which they would be required to process separate applications. If a candidates comes in merit list for more than one post, he would be given an opportunity to choose the post of his liking.

WARNING :-

19. All the candidates are warned to be careful from self styled agent/touts and also requested to report the same to OC, 629 Tpt Coy ASC against any malpractice seen/observed by them.
20. Any mis-representation of facts or other details shall invite rejection of candidature and registration of criminal proceedings against such candidates (s).

File No : PC-621/Gen/Civ/Rect Rally

Dated: 2017

Presiding Officer
Recruitment Cell
629 Tpt Coy ASC

APPLICATION FOR THE POST OF MAZDOOR/ COOK/ CHOWKIDAR/FIREMAN/FIRE SUPERVISOR/TINSMITH IN 226 COY ASC (SUP) TYPE 'G', 227 COY ASC (SUP) TYPE 'B', FOL DEPOT ASC, DELHI (210 PET PL ASC) AND 339 (I) SUP PL ASC, C/O 56 APO

CATEGORY (SC/ST/OBC/UR/ESM/MSP): _____

Passport size photo attested (paste here)

1. The post applied for _____ .
2. Name of the candidates (in capital letters) _____
3. Father's Name _____
4. Date of birth (in Figures) _____
(In words) _____
5. Age on last date of receipt of application: _____ Years _____ Months _____ Days (Para 3 of Employment Notice refers).
6. Address for correspondence:-
House Nos/Street/Village: _____ Post Office: _____
Tehsil: _____ Distt : _____
State: _____ PIN Code _____
7. Permanent address:-
House No/Street/Village: _____ Post Office: _____
Tehsil: _____ Distt: _____
State: _____ PIN Code _____
8. Cast: Gen/OBC/SC/ST _____ (attach Certificate in case of SC/ST/OBC).
9. Educational Qualification _____ (attach Education Certificate duly attested).
10. Category for which applied: Gen (UR)/OBC/SC/ST/Ex- Servicemen/ Meritorious sportsman _____ (Attach Certificate duly attested).
11. Technical Training/ Experience. _____ (Attach certificate duly attested)
12. Domicile: _____ (Attach copy duly attested).
13. Whether registered with any Employment Exchange: Yes /No: If Yes, mention Register No and Name of Employment Exchange. _____

DECLARATION

1. I hereby certify that the information contained in the above application is true and correct to the best of my knowledge and belief. In the event of information being found false or incorrect, my candidature will be cancelled and I understand that my appointment if made shall stand terminated without any notice. I shall also stand liable under Indian Penal Code & Criminal Procedure Code.
2. I hereby certify that there is no criminal/judicial case on going/pending/contemplated/held against me as on date.
3. I am willing to serve anywhere in India and I accept the terms and condition of the appointment.
4. I shall undergo all test at my own cost, risk, reasonability and liability.

Signature of the candidate

FOR OFFICIAL RECORD ONLY

1. Received on: _____
2. Accepted/Rejected: _____
3. Reason for rejection: Underage/Overage/Incomplete documents/Any other reason be specified _____
4. Index No: _____
5. Date of Test _____

ACKNOWLEDGEMENT CARD

(Form should be filled in only blue ink by ball point in own hand)
(IN DUPLICATE)

TO BE FILLED IN BY CANDIDATE

Passport size
photo attested
(paste here)

1. Post applied for _____
2. Name _____
3. Date of Birth _____ Age _____
4. Fathers Name _____
5. Category: SC/ST/OBC/UR/ESM/ MSP _____
6. Address for Correspondence _____
(To be filled same as per Column 6 of application form (Annexure -I))

House No/Street Village _____
Post Office _____ Tehsil _____
Distt : _____ State: _____
PIN Code _____
7. Identification Mark _____

(Signature of candidate)

FOR OFFICE USE (NOT TO BE FILLED IN BY THE CANDIDATE)

8. Index No _____.
9. Date and Time of Written Test/Practical Test _____
10. Venue of Written Test/Practical Test _____
11. Candidate should report to above venue at _____ hrs on _____
alongwith the ORIGINAL documents/certificate as mentioned in Para 11 of this advertisement.
12. Production of this letter in original is mandatory for entry. Entry will be denied in case not
produce or report late on above given date & time.

DAVP/10602/11/0041/1718