

Government of India
STAFF SELECTION COMMISSION
(Western Region), Mumbai
Help Line No. 09869730700/07738422705
Website: www.sscwr.net
Email ID: sscwrinterviewsection@gmail.com.

NOTICE

Advertisement No WR/1/2015

Closing Date: 21/04/2015

**“GOVERNMENT STRIVES TO HAVE A WORKFORCE WHICH REFLECTS GENDER BALANCE
AND WOMEN CANDIDATES ARE ENCOURAGED TO APPLY.”**

Applications are invited from eligible candidates for the following Group ‘B’ and Group ‘C’ posts in the format given in this advertisement. Applicants are advised to go through all parameters under different Paras and Sub-paras of this Notice and satisfy themselves about their suitability on age-limit and Essential Qualification for the posts, before applying.

DESCRIPTION OF GROUP ‘B’ AND GROUP ‘C’ POSTS

CATEGORY No.	:	WR-01
Name of the Post	:	Court Master
Name of the Department	:	Customs, Excise and Service Tax Appellate Tribunal, New Delhi
Vacancy	:	03 (02-UR & 01-SC) (The post is identified as suitable for OH & VH (LV) candidates) (OBC/ST candidates are not eligible for age relaxation)
P.S.	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/- Group B (Non Gazetted)
Age	:	18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government)
E.Q.	:	(a) Degree in any subject of a recognized University or equivalent (b) 2 years experience in Courts/Tribunals.
D.Q.	:	Degree in Law from a recognized University or equivalent.
I.P.	:	Mumbai with AISL
J.R.	:	To collect the files from the Registry concerned and prepare Cause Lists, checking up the appeals, Stay, Miscellaneous applications etc. flag the relevant orders. Collect the reference books on citation made in the submissions of the parties and prepare respective folders for the Members constituting the Bench. He is also to attend the Court hearing, note down the orders of the Bench, help the Court in the functioning of the Bench, to collect all the case files, distribute the files reserved for Orders and returns the rest of the files to the Registry concerned, to keep liaison with the Registry, the Members and the personal staff of the Members in routing of the files.

CATEGORY No.	:	WR-02
Name of the Post	:	Library and Information Assistant
Name of the Department	:	Controller General of Patent, Designs and Trade Marks, Trade Marks Registry, Mumbai
Vacancy	:	01-UR (The post is identified as suitable for PH candidates) (OBC/SC/ST candidates are not eligible for age relaxation)
P.S.	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/- Group B (Non Gazetted),
Age	:	18-28 years (Relaxable upto 40 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government)
E.Q.	:	(a) Degree from a recognized university or equivalent. (b) Degree in Library Science from a recognized university or equivalent.
D.Q.	:	NIL
I.P.	:	Mumbai with AISL
J.R.	:	Maintenance of records, important law books, journals both foreign and Indian in the library. Supplying of books for reference to the Officers/Staff and Public. In charge of Library and is responsible for maintenance of books and records.

CATEGORY No.	:	WR-03
Name of the Post	:	Speech Therapist
Name of the Department	:	Directorate General of Medical Services (Army), MoD, New Delhi
Vacancy	:	01-OBC (The post is identified as suitable for OH candidates only) (UR/SC/ST candidates are not eligible for this post)
P.S.	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/- Group B (Non Gazetted)
Age	:	18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government)
E.Q.	:	(a) Passed 10+2 of recognized Central Board or State Board (b) Diploma in Speech Therapy from recognized Institution (c) Two years experience in dealing with speech defects in a Medical College or University or Clinic, OR (a) Bachelor's Degree from a recognized University in Audiology and Speech language Pathology (b) One year experience from recognized Institution in dealing with speech defects in a Medical College or University or Clinic. Note 1: Qualifications are relaxable at the discretion of the Staff Selection Commission for reason to be recorded in writing. In the case of the candidates otherwise well qualified.
D.Q.	:	NIL
I.P.	:	Pune (Maharashtra) with AISL
J.R.	:	a) Will be incharge of the Speech Therapy Centre in the ENT Department of Military Hospitals. This will include discipline and high professional standard. b) Will help the ENT Specialist with clinical and audiological techniques for the diagnosis and assessment of hearing and speech defects in patients attending the ENT department. c) Will be responsible for the rehabilitation, including speech therapy and auditory training of patients with various hearing and speech defects. d) Will be responsible for the follow up and documentation of all cases attending the speech therapy centre. e) Will help the ENT Specialist in all research projects connected with speech and deafness. f) Will hold charge of all equipment in the speech therapy centre and will be responsible for its operation, maintenance and up- keep.

CATEGORY No.	:	WR-04
Name of the Post	:	Technical Superintendent (Weaving)
Name of the Department	:	Ministry of Textiles, Weavers' Service Centre
Vacancy	:	04-UR (The post is not identified as suitable for PH candidates) (OBC/SC/ST candidates are not eligible for age relaxation)
Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/- Group B (Non Gazetted), Non Ministerial
Age	:	18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government)
E.Q.	:	(a) Bachelor's Degree in Textile Technology OR Three years Diploma in Handloom Technology OR Handlooms and Textile Technology from a recognized University or Institute. (b) Two years practical experience as Shift-in-Charge for Degree holders and three years for Diploma holders in a textile weaving or production establishment or corporation or Institution, out of which, at least one year should be in handlooms dealing with all the different techniques of production as well as analysis and costing of handlooms fabrics including traditional varieties and special fabrics of all fibers and their blends, dismantling, erecting and working of different types of handlooms and handlooms accessories such as jacquards, dobbies, jas and experience of guiding and controlling the activities of the weavers in the production of fabrics with new designs and textures as well as organize production of commercial samples using improved accessories and appropriate techniques of production. Note 1: The qualifications are relaxable at the discretion of SSC/the Competent Authority for the reasons to be recorded in writing, in case of candidates otherwise well qualified.
D.Q.	:	NIL
I.P.	:	Mumbai, Ahmedabad & Nagpur with AISL
J.R.	:	To overall supervise weaving section, which include translating paper designs into samples, product development, analysis and costing of fabrics, training to the trainees etc.

CATEGORY No.	:	WR-05
Name of the Post	:	Textile Designer
Name of the Department	:	Ministry of Textiles, Weavers' Service Centre
Vacancy	:	02-UR (This post is not identified as suitable for PH candidates) (OBC/SC/ST candidates are not eligible for age relaxation)
Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/- Group B (Non Gazetted), Non Ministerial
Age	:	18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government)
E.Q.	:	<p>(a) Bachelor's Degree in Textile Design or Fine Arts with Textile Designs as a subject from a recognized University or Institute. (b) Two years experience as designer in the field of textile designing with appropriate motifs and colour combination as well as lay-out of designs on paper and fabrics in a handlooms establishment or in a dye house.</p> <p style="text-align: center;"><u>OR</u></p> <p>(a) Three years Diploma in Fine Arts with textile designs as a subject from a recognized University or Institute. (b) Three years experience as a designer in the field of textile designing with appropriate motifs and colour combination as well as lay-out of designs on paper and fabrics in a handlooms establishments or a dye house.</p> <p><u>Note 1:</u> The qualifications are relaxable at the discretion of the Competent Authority for the reasons to be recorded in writing, in the case of candidates otherwise well qualified.</p>
D.Q.	:	NIL
I.P.	:	Mumbai, Ahmedabad & Nagpur with AISL
J.R.	:	<p>(a) To prepare appropriate motifs/designs in different colour combinations as well as layouts of design on paper and in fabrics. (b) To collect samples and designs from various handlooms and craft centers, Museum and other sources. (c) To develop design on CAD/CAM system. (d) To impart training to the trainees.</p>

CATEGORY No.	:	WR-06
Name of the Post	:	Technical Superintendent (Processing)
Name of the Department	:	Ministry of Textiles, Weavers' Service Centre
Vacancy	:	01-UR (This post is not identified as suitable for PH candidates) (OBC/SC/ST candidates are not eligible for age relaxation)
Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/- Group B (Non Gazetted), Non Ministerial
Age	:	18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government)
E.Q.	:	<p>(a) Four year Bachelor's Degree in Textile Processing or Textile Chemistry or Bachelor of Engineering/Bachelor of Technology in Textile Processing or Textile Chemistry from a recognized University or Institute.</p> <p>(b) Two years experience as a Shift-in-Charge/Dyer/Bleacher/Finisher/Dyeing Master/ Printing Master/Textile Processing Assistant / Laboratory Technician/Demonstrator(Processing)/Supervisor, handling work relating to bleaching or dyeing or printing or finishing etc. in a textile processing factory/processing or dye house/dyeing laboratory/handlooms establishment.</p> <p style="text-align: center;">OR</p> <p>(a) Diploma in Handloom Technology or Diploma in Handlooms and Textile Technology from a recognized University or Institute.</p> <p>(b) Post Diploma in Textile Chemistry or Textile Processing from a recognized University or Institute.</p> <p>(c) Two years experience as Shift-in-Charge /Dyer/ Bleacher/Finisher/Dyeing Master/ Printing master/Textile Processing Assistant /Lab Technician /Demonstrator (Processing)/Supervisor, handling work relating to bleaching or dyeing or printing or finishing in a textile processing factory/processing or dye house/dyeing laboratory/handlooms establishment</p> <p>Note 1: The qualifications are relaxable at the discretion of the Competent Authority for the reasons to be recorded in writing, in the case of candidates otherwise well qualified.</p>
D.Q.	:	NIL
I.P.	:	Mumbai, Ahmedabad & Nagpur with AISL
J.R.	:	<p>(a) To undertake dyeing in small lots for preparation of samples of fabrics.</p> <p>(b) To supervise the work of dyeing and printing section.</p> <p>(c) To give guidelines to printers, dyers etc.</p> <p>(d) To prepare colour pastes for printing, both by blocks and screens.</p> <p>(e) To attend day by day visitors and solve their problems in dyeing and printing.</p> <p>(f) To impart training to trainees.</p>

CATEGORY No.	:	WR-07
Name of the Post	:	Wildlife Inspector
Name of the Department	:	Wild Life Crime Control Bureau
Vacancy	:	01-UR (This post is not identified as suitable for PH candidates) (OBC/SC/ST candidates are not eligible for age relaxation)
P.S.	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/- Group B (Non Gazetted), Non Ministerial
Age	:	18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government)
E.Q.	:	(a) Bachelor's Degree in Science with Zoology as a subject from a recognized university or equivalent. (b) Diploma/Certificate in Wildlife Management awarded by the Wildlife Institute of India or equivalent. Note 1: Qualifications are relaxable at the discretion of Staff Selection Commission in the case of candidates otherwise well qualified.
D.Q.	:	NIL
I.P.	:	Navi Mumbai, Maharashtra with AISL
J.R.	:	Assisting the Regional Deputy Director Wildlife Control Bureau in implementing the Wildlife (P) Act 1972, CITES & Export & Import Polity.

CATEGORY No.	:	WR-08
Name of the Post	:	Senior Technical Assistant
Name of the Department	:	Ministry of Agriculture, Department of Animal Husbandry Dairying and Fisheries. New Delhi Regional Station for Forage Production and Demonstration.
Vacancy	:	02(01-UR & 01-OBC) (This post is not identified as suitable for PH candidates) (SC/ST candidates are not eligible for age relaxation)
Pay Scale	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/- Group B (Non Gazetted), Non Ministerial
Age	:	18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government)
E.Q.	:	M.Sc. Degree in Agriculture (Agronomy) from a recognized University or Institute; OR B.Sc. in Botany or Zoology or Chemistry with M.Sc. in Dairying (with specialization in Forage Production) from a recognized University or Institute; OR (a) B.Sc. degree in Agriculture from a recognized University or Institute; (b) Two years experience of Fodder Development in a Government Agricultural Department or in a Rural Agricultural Cooperative or in the private sector.
D.Q.	:	One year experience of organizing Field Demonstrations of Crops preferably of forage crops in a Govt. Agriculture Department or in a Rural Agriculture Cooperative Department.
I.P.	:	Suratgarh and Gandhinagar with AISL
J.R.	:	The main function of Sr. Technical Assistant is extension activity, field demonstration, conducting refresher training course, organization of farmer fair and production of fodder seed. STA has to assist in the seed production and has to maintain records and register with the target of increased seed production which is an important activity.

CATEGORY No.	:	WR-09
Name of the Post	:	Field Inspector
Name of the Department	:	Ministry of Agriculture, Department of Animal Husbandry, Dairying & Fisheries. Ahmedabad
Vacancy	:	01-UR (This post is not identified as suitable for PH candidates) (OBC/SC/ST candidates are not eligible for age relaxation)
	:	PB -2 Rs. 9300-34800 with Grade Pay of Rs. 4200/- Group B (Non Gazetted), Non Ministerial
Age	:	18-25 years (Relaxable upto 30 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government)
E.Q.	:	Degree in Animal Husbandry, Veterinary Science, Dairying or Agriculture of a recognized University or equivalent OR Indian Dairy Diploma with 2 year's experience of cattle breeding, preferably of Herd Registration Programme with important breeds of cattle.
D.Q.	:	(i) Experience of milk recording and maintenance of production records, preferably in Herd Registration Programme. (ii) Experience of Publicity & Display Extension work. (iii) Experience of Animal Husbandry/Marketing/ Survey work
I.P.	:	Gujarat State with AISL
J.R.	:	Working in the field centers to check the milk recording work, supervision of milk recording centers, inspection of the registers of the field centers, maintenance of important technical registers, registration of animals, preparation of progress report etc. Co-ordination & Management of field data, Breeders' awareness camp and Group meeting etc. Co-ordination with state authorities, other agencies/Stake holders for Sale/Purchase of elite animals.

CATEGORY No.	:	WR-10
Name of the Post	:	VTS Console Operator Gr. II
Name of the Department	:	Directorate General of Lighthouses & Lightships VTS Directorate, Gandhidham
Vacancy	:	09(06-UR, 02-OBC & 01-SC) (This post is identified as suitable for OH candidates) (ST candidates are not eligible for age relaxation)
	:	Rs. 9300-34800 with Grade Pay of Rs. 4200/- Group B (Non Gazetted)
Age	:	18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government)
E.Q.	:	Diploma in Electronics or Electronics & Communication or Telecommunication Engineering with 3 years experience in Radar or Communication equipments. OR Certificate of Navigation Watch Keeping Officer (NCV) of DG Shipping OR Certificate of Radar Plotter First Class course (RP 1) issued by Indian Navy.
D.Q.	:	Desirable: Trained on VTS Console Operator Course of IALA V-103/I and V- 103/3 OR One year's experience in Operation, maintenance functional monitoring of Vessel Traffic System (VTS) equipments. Note: The incumbents selected will be provided 6 months training (2 months at Kolkata Training Centre, one month on Board Lighthouse tender Vessel and 3 months on the job training at VTS, Master control Centre, Kandla) at the cost of the Directorate General of Lighthouses and Lightships. Selected candidates have to execute a bond to serve with the Directorate at least for a period of 3 years after successful completion of training or the expenditure involved in training shall be paid by them. During the period of training the incumbents will be paid stipend equivalent to pay in the pay band and grade pay. The period of training will count towards qualifying service for pension and for grant of increment as per rules. Note 1 : Qualifications are relaxable at the discretion of Staff Selection Commission or Competent Authority for reason to be recorded in writing in case of candidates otherwise well qualified. Note 2 : The qualification(s) regarding experience is / are relaxable at the discretion of the Staff Selection Commission or Competent Authority for reason to be recorded in writing in the case of candidates belonging to Scheduled Castes and the Scheduled Tribes, if any, at any stage of selection the Staff Selection commission or Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.
I.P.	:	Presently at Kandla-Gandhidham (Gujarat) with AISL
J.R.	:	Manning of VTS

CATEGORY No.	:	WR-11
Name of the Post	:	Scientific Assistant
Name of the Department	:	Controlerate of Quality Assurance (Military Explosive), MoD, DGQA
Vacancy	:	01-OBC (This post is identified as suitable for OH & HH candidates) (UR/SC/ST candidates are not eligible for this post)
Pay Scale	:	PB -1 Rs. 9300-34800 with Grade Pay of Rs. 4200/- Group B, Non-Gazetted
Age	:	18-30 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government)
E.Q.	:	1. Bachelor's Degree in Science with Chemistry as a main Subject from a recognized University OR Diploma in Chemical Engineering/Chemical Technology from a recognized institute 2. Two years experience in Quality Assurance of Explosives or Chemicals.
D.Q.	:	NIL
I.P.	:	Pune (Maharashtra) with AISL
J.R.	:	(i) Chemical Testing/ Analysis of explosives and non-explosives. (ii) To assist Section In-Charge in all matters of his responsibly such as maintenance and upkeep of Section/Laboratories (iii) Scientific Assistant will perform the duties of Section-In-Charge in his absence.

CATEGORY No.	:	WR-12
Name of the Post	:	Junior Chemist
Name of the Department	:	Ministry of Agriculture, Department of Agriculture & Co-operation, Directorate of Marketing & Inspections, Nagpur
Vacancy	:	07(03-UR, 02-OBC & 02-SC) (This post is not identified as suitable for PH candidates) (ST candidates are not eligible for age relaxation)
Pay Scale	:	PB -1 Rs. 5200-20200 with Grade Pay of Rs. 2800/- Group C, Non-Technical
Age	:	18-30 years (Relaxable upto 40 years in case of departmental and CGEC candidates in accordance with the instructions or order issued by the Central Government)
E.Q.	:	(a) Master Degree in Chemistry or Dairy Chemistry or Oil Technology of Food Technology from a recognized University. OR (b) Bachelor of Science Degree with Chemistry as one of the subjects or Bachelor of Science (Hons) in Chemistry from a recognized University or equivalent and with two years experience in analytical work.
D.Q.	:	NIL
I.P.	:	Mumbai, Nagpur and Rajkot with AISL
J.R.	:	Chemical analysis of sample of all AGMARK articles

CATEGORY No.	:	WR-13
Name of the Post	:	Junior Librarian
Name of the Department	:	Fishery Survey of India, Mumbai
Vacancy	:	01-UR (This post is identified as suitable for OH & HH candidates) (OBC/SC/ST candidates are not eligible for age relaxation)
P.S.	:	Pay Band- 1 (Rs. 5200-20200/)/with Grade Pay of Rs. 2800/- Group C (Non Gazetted)
Age	:	18-30years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government)
E.Q.	:	(a) Degree of a recognized University in Arts/Commerce/Science. (b) Diploma/Certificate in Library Science of a recognized University or Institute. (c) 3 years experience in a responsible capacity in a Library of standing.
D.Q.	:	(a) Master degree in Library Science of a recognized University or equivalent. (b) Experience of documentation work in a responsible capacity.
I.P.	:	Mumbai with AISL
J.R.	:	In-charge of Library and responsible for proper accounting, Maintenance and distributing of books, reports etc.

CATEGORY No.	:	WR-14
Name of the Post	:	Taxidermist Grade – III
Name of the Department	:	Zoological Survey of India, Western Regional Centre, Pune
Vacancy	:	01-OBC (This post is identified as suitable for HH(PD) candidates) (UR/SC/ST candidates are not eligible for this post)
P.S.	:	Pay Band- 1 (Rs. 5200-20200/)/with Grade Pay of Rs. 2800/- Group C (Non Gazetted) (Non Ministerial)
Age	:	18-25 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government)
E.Q.	:	(a) Must have passed Matriculations or equivalent examination. (b) Ability to prepare skins and skeletons of animals for study or exhibition purpose.
D.Q.	:	(a) Practical Experience of the use of Firearms. (b) Experience of collection and preservation of Zoological Specimens.
I.P.	:	Pune with AISL
J.R.	:	(a) Preparation of Zoological Specimens for display and research. (b) Collection of specimens. (c) Assisting field Survey teams. (d) Maintenance of Zoological exhibits of the galleries. (e) Any other work assigned.

CATEGORY No.	:	WR-15
Name of the Post	:	Hostel Warden
Name of the Department	:	National Fire Service College, Nagpur – 1
Vacancy	:	01-UR (This post is not identified as suitable for PH candidates) (OBC/SC/ST candidates are not eligible for age relaxation)
P.S.	:	Rs. 5200-20200/- + GP Rs. 2400/- Group C (Non Technical)
Age	:	18-25 years (Relaxable upto 40 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government)
E.Q.	:	(a) 12th class or equivalent examination pass from a recognized education Board/University. (b) Pass Sub-Officers Course from National Fire Service College, Nagpur.
D.Q.	:	(a) Two years experience as Hostel Warder/Hostel Supervisor in a recognized college /Hospital/reputed organization. (b) NCC 'B' Certificate. (c) Proficiency in Computer application. Note 1: Qualifications are relaxable at the discretion of the SSC/Competent Authority in the case of candidates otherwise well qualified.
I.P.	:	Nagpur with AISL
J.R.	:	(a) To allot accommodation to the trainee-officers in the hostel, to attend to their difficulties and look after them. (b) To check the cleanliness of the hostel and the college premises with the help of the Multi Tasking Staff and to keep the account of consumable stores and furniture issued to Hostels. (c) To attend to the recreational facilities of the trainee officers and keep accounts of such expenses. (d) To attend to the Mess, and (e) Any other work, as may be assigned to him, from time to time.

CATEGORY No.	:	WR-16
Name of the Post	:	Fieldman
Name of the Department	:	Forest Survey of India, Central Zone, Nagpur
Vacancy	:	02(01-UR & 01-ST) (This post is not identified as suitable for PH candidates) (OBC/SC candidates are not eligible for age relaxation)
Pay Scale	:	PB -1 Rs. 5200-20200 with Grade Pay of Rs. 1900/- Group C, (Non-Technical)
Age	:	18-28 years (Relaxable upto 35 years in case of Central Government Servant in accordance with the instructions or order issued by the Central Government)
E.Q.	:	Matriculation or equivalent examination passed
D.Q.	:	NIL
I.P.	:	Nagpur with AISL
J.R.	:	Enumeration of trees, laying out of plots, blazing & numbering of trees and other miscellaneous work assigned by the Crew leaders for forest survey field work. The official is required to be in the field approximately for nine months in the remote forest areas.

NOTE-(I) MORE VACANCIES IN EQUIVALENT/ COMPARABLE POSTS MAY ALSO BE FILLED THROUGH THIS ADVERTISEMENT. FURTHER, VACANCIES MENTIONED ABOVE ARE SUBJECT TO ALTERATION.

NOTE-(II) ABOVE VACANCIES ARE THOSE VACANCIES AS REPORTED TO THE COMMISSION BY THE DIFFERENT INDENTING OFFICES. THE COMMISSION IS NOT RESPONSIBLE FOR WITHDRAWAL OF THOSE VACANCIES, FOR ANY REASON WHATSOEVER, BY THOSE INDENTING OFFICES.

NOTE-(III) BEFORE APPLYING, CANDIDATES IN THEIR OWN INTEREST ARE ADVISED TO GO THROUGH THE DETAILED INSTRUCTIONS CONTAINED IN THIS NOTICE AND ALSO AVAILABLE ON THE WEBSITE OF THE COMMISSION(www.sscwr.net)

NOTE-(IV) As per Ministry of Human Resource Development Notification No. 44 dated 01.03.1995 published in Gazette of India edition dated 08.04.1995, the Degree obtained through open Universities/Distance Education Mode needs to be recognized by Distance Education Council, IGNOU. Accordingly, unless such Degrees had been recognized for the period when the candidates acquired the relevant qualification, they will not be accepted for the purpose of Educational Qualification.

NOTE-(V) THE AGE RELAXATION FOR RESERVED CATEGORY APPLICANTS IS ADMISSIBLE ONLY IN THE CASE OF VACANCIES RESERVED FOR SUCH CATEGORIES. THE RESERVED CATEGORY APPLICANTS, WHO APPLY AGAINST POSTS MEANT FOR UR CATEGORY, ARE NOT ENTITLED TO GET AGE RELAXATION. HOWEVER, THE APPLICANTS BELONGING TO PH CATEGORY ARE ENTITLED TO GET AGE RELAXATION AS ADMISSIBLE TO THEM FOR THE POSTS MEANT FOR UR CATEGORY, IF SUCH POSTS ARE IDENTIFIED SUITABLE FOR THE PH CATEGORY.

NOTE-(VI) The candidature is accepted only provisionally. Before applying, candidates are advised to go through the requirements of educational qualification, age etc. and satisfy themselves that they are eligible for the concerned posts. When scrutiny is undertaken, if any claim made in the application is not found substantiated, the candidature will be cancelled and the Commission's decision shall be final.

NOTE-(VII) All candidates who have applied in the response to this advertisement within the closing date, are assigned roll numbers. A list of all candidates (eligible or ineligible) for the post will be available in the Regional Office website i.e. www.sscwr.net in due course of time after closing date of receipt of application (for closing date refer para-5 of this advertisement). Candidates are advised to note their roll number from the Regional Office website so that while addressing to the Commission for any communication in future, the candidate must write their roll number, name, post for which applied, advertisement no. and category no. failing which communication shall not be entertained. Candidates can communicate for any correspondence either in writing or by email i.e. sscwrinterviewsection@gmail.com.

NOTE-(VIII) This advertisement has also published in Hindi version, however if any discrepancy in Hindi version of advertisement have been noticed the English version of the advertisement STANDS.

1. ABBREVIATIONS USED:

EQ: Essential Qualifications, **DQ:** Desirable Qualifications, **GP:** Grade Pay, **UR:** Unreserved, **OBC:** Other Backward Classes, **SC:** Scheduled Caste, **ST:** Scheduled Tribe, **ExS:** Ex-Serviceman, **PH:** Physically Handicapped, **OH:** Orthopedically Handicapped, **HH:** Hearing Handicapped, **VH:** Visually Handicapped **BLA:** Both Legs & Arms **BA:** Both Arms **OL:** One Leg **BL:** Both Legs **OA:** One Arm **OAL:** One Arm and One Leg **B:** Blind **LV:** Low Vision **H:** Hearing **MW:** Muscular weakness, **Cat:** Category, **P.S:** Pay Scale, **CRFS:** Central Recruitment Fee Stamps, **Govt.:** Government, **IP:** Initial Posting, **JR:** Job Requirements, **Deg:** Degree, **Dip:** Diploma, **Sc:** Science, **Eqv.:** Equivalent, **Prof. Test:** Proficiency Test, **Recog.:** Recognised, **Univ.:** University, **Institt:** Institute, **AIISL:** All India Service Liability, **Exp:** Experience, **Exam:** Examination, **Hr.:** Higher, **Sec.:** Secondary, **Sr.:** Senior, **Tech:** Technical, **M/o:** Ministry of, **D/o:** Department of, **O/o:** Office of, **Uts:** Union Territories, **SSC:** Staff Selection Commission, **CST:** Common Screening Test.

3. NATIONALITY/CITIZENSHIP:

A candidate must be either:

- (a) a citizen of India
- (b) a subject of Nepal
- (c) a subject of Bhutan
- (d) a Tibetan refugee who came to India before 1.1.1962, with the intention of permanently settling in India. or
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the Republic of Tanzania (Formerly Tanganyika and Zanzibar).Zambia, Malawi, Zaire, Ethiopia, Vietnam with the intention of permanently settling in India.

Provided that a candidate belonging to categories (b), (c), (d) and (e) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India. A candidate in whose case a certificate of eligibility is necessary may be admitted to the Examination but the offer of appointment will be given only after the necessary eligibility certificate has been issued to him/her by the Government of India.

4. EXAMINATION FEE

A. FEE PAYABLE: Rs.50/- (Rupees fifty only)

B. EXEMPTION FROM PAYING FEES::

- (i) ALL FEMALE APPLICANTS, SCHEDULED CASTE, SCHEDULED TRIBE, PHYSICALLY HANDICAPPED AND EX-SERVICEMEN APPLICANTS are exempted from paying EXAMINATION FEES subject to fulfillment of conditions stated at Para-12 of this Notice.
- (ii) Remission of fee may be allowed to those repatriates from Kuwait/Iraq who are not in a position to pay it.

NOTE:

- I. Fee concession is not admissible to sons of Ex-Servicemen or to persons belonging to Other Backward Classes.
- II. Service clerks in the last year of their color service are also not exempted from payment of fee.
- III. Ex-Servicemen who have already taken up a Government job shall be considered against General vacancies and, hence, shall not be entitled for fee concession.

C. MODE OF PAYMENT OF FEE

- i. The candidates should pay the fee by means of "Central Recruitment Fee Stamps (CRFS)." These stamps are available at the counter of all Post Offices. These Recruitment Fee Stamps may be pasted on the application form in the space earmarked for the purpose. These Recruitment Stamps must be got cancelled from the Counter Clerks of any Post Office of issue with the date stamp of the issuing office on the Application Form itself, taking care at the same time that the impression is clear and distinct to facilitate the identification of date and Post Office of issue at any subsequent stage. After getting the Recruitment Fee Stamps cancelled from the Post Office, the candidate may submit their application to the concerned Regional Office of the Commission in the usual manner after completing other formalities. Non-cancellation of stamps from the concerned Post Office in the manner indicated above, may lead to rejection of his/her application form, so it is in the interest of the candidates that they get the CRFS cancelled from the concerned post offices.
- ii. Fee paid by wrong mode of payment of fee i.e. by IPO, Cash, Bank Draft or Pay Order, will not be accepted and the application for such candidates will be rejected outright and payment made shall stand forfeited.
- iii. Fee once paid will not be refunded under any circumstances.
- iv. Fee paid by wrong mode of payment of fee or non-cancellation of CRFS or paying less fee or non-submission of requisite certificate with application from competent authority for the applicants seeking exemption of examination fees, shall be treated as application with NO Fees. Thus, their candidature will be cancelled summarily or at any stage of recruitment process for NO FEES.

5. WHERE TO SEND APPLICATION AND TIME LIMIT FOR SENDING APPLICATION:

A. CLOSING DATE OF RECEIPT OF APPLICATION

(i) CLOSING DATE OF RECEIPT OF APPLICATION is 21/04/2015 (5.00 PM)

(ii) In the case of applicants residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands, Lakshdweep & for applicants residing abroad, the closing date is **28/04/2015 (5.00 PM)**. Applicants applying from any of those areas shall invariably superscribe the name of the area on the envelope in bold letters.

B. ADDRESS FOR SENDING APPLICATIONS: The applications should be received on or before the closing date of receipt of applications as mentioned above in this Notice at:

THE REGIONAL DIRECTOR, STAFF SELECTION COMMISSION (WR), 1ST FLOOR, PRATISHTHA BHAVAN, 101, MK ROAD, MUMBAI-400020.

NOTE:

Candidates are advised to post the application well before the closing date so that it reaches **STAFF SELECTION COMMISSION (WR), MUMBAI** on or before the closing date and time. APPLICATION RECEIVED AFTER CLOSING DATE AND TIME WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCES. Commission will not be responsible for postal delays.

6. AGE LIMIT AND RELAXATION ON UPPER AGE-LIMIT AND RESTRICTION ON RELAXATION ON UPPER-AGE LIMIT:

i. CRUCIAL DATE FOR DETERMINING THE AGE-LIMIT: Crucial date for determining the age-limit will be closing date of receipt of applications as mentioned at Para-5 of this Notice. The different 'AGE-LIMIT' for different 'Posts' is indicated at Para-1 of this Notice.

ii. Relaxation Code on upper Age-limit admissible to eligible categories of applicants as stated in Appendix-IX. The relaxation on upper Age-limit is admissible subject to fulfillment of terms and conditions stated at Para-12 of this Notice.

7. CRUCIAL DATE FOR AGE LIMITS, ESSENTIAL QUALIFICATIONS AND FOR OTHER TERMS AND CONDITIONS AND PROOF OF AGE

I. The crucial date for calculation of age limits, for finding eligibility on essential qualifications, and for other terms and conditions is as on the closing date of receipt of application as mentioned at Para-5 in this Notice.

II. PROOF OF AGE:

Candidates should note that the Date of Birth as recorded in the Matriculation/ Secondary Examination Certificate (only Certificate, not Admit Card) OR an equivalent certificate on the date of submission of application, will be accepted by the Commission and no subsequent request for change will be considered or granted.

8. GUIDELINES FOR SENDING COMPLETE APPLICATION.

A. DOCUMENTS TO BE ATTACHED WITH THE APPLICATIONS TO MAKE IT COMPLETE IN ALL RESPECTS:

- i. Examination Fees Rs. 50/- (CRFS affixed and clearly cancelled on the Application Form)
- ii. One recent passport size photograph should be pasted (NOT STAPLED) on the space provided in the Application Form.
- iii. Documents in support of claim of SC/ST/OBC/PH/EXS/CGCE category in the prescribed FORMAT given in the advertisement.
- iv. Self Attested copies of Matriculation Certificates or equivalent as a proof of age (Date of Birth), copies of Year-wise marksheets towards proof of Educational Qualifications (beginning from Matriculation Examination as indicated Column 17 of Application Form) etc. Particulars printed on the back of the marksheets/ certificates should also be Xeroxed/copied invariably and attested by a Gazetted Officer of Central/ State Government. APPLICANTS MAY SUBMIT SELF ATTESTED DOCUMENTS ALSO. However, applicants are hereby warned that any wrong attestation so as to mislead or to gain access to the Examination, would lead to criminal/debar action against the applicants, besides cancellation of their candidatures. Further, all original certificates will be checked at the time of Personality/ Skill Test/ Screening Test, as the case may be, and their candidature is subject to result of such scrutiny.
- vii. Self attested copies of experience certificates, if any. Candidates are advised to produce their experience certificate as mentioned in EQ of respective category/post as applicable. Any deviation in the experience mentioned in the respective categories of Advertisement will not be considered and the application will be summarily rejected by the commission.
- viii. Self attested copies of any other Documents supporting information given in the Application Form.

NOTE:

- a. If, the Applicant does not submit, alongwith the Application Form, all Documents supporting information given in the Application Form, the candidature of the applicant shall be rejected summarily or at any stage of the recruitment process.
- b. Applicants must submit **Certificates in support of educational qualifications from a recognized University/Institution** otherwise their candidature is liable to be rejected summarily or at any stage of the recruitment process.
- c. The OBC/EXS/CGCEA applicants shall invariably submit with their applications, according to their respective category, the OBC DECLARATION (exclusively for OBC candidates) [Appendix-I]/ EXS DECLARATION (exclusively for EXS candidates) [Appendix-II]/ CGCE DECLARATION (exclusively for CGCE candidates) [Appendix-III], otherwise their candidature shall be cancelled summarily or at any stage of recruitment process.

B. VERIFY THE FOLLOWING BEFORE MAILING/SUBMITTING THE APPLICATION TO AVOID REJECTION.

1. Copies of the all required certificates i.e. Matriculation Certificate, Essential qualification certificates/Marks Sheets (if the grading system has been operated, then back to back copies of marks sheet/certificate may be enclosed for reference), Experience Certificate etc.
2. Willing applicants are advised to go through each and every Paras/Sub-Paras of this Notice before filling in Application Form and also before sending it to Staff Selection Commission (WR), Mumbai.
3. Application Form must be typed out in double space or written in hand neatly, but Application format should be the same as published in this notice. Applicants may copy the Application Form as published in his Notice. The application form is also available on the Regional Office website www.sscwr.net. The applications should be submitted to the Regional Director as per the address given in the notice.
4. Applicants should fill all columns of Applications IN THEIR OWN HANDWRITING.
5. None of the Columns of Application Form should be left blank. PUT CROSS (X) MARK IN THE RELEVANT BOX TO FURNISH NIL INFORMATION OR IF NOT APPLICABLE, otherwise it will be treated as incomplete application.
6. Applicants shall make their signature, in FULL NOT IN SHORT on the Application Form and on all documents. vi. All signatures must be made in running script (NOT IN BLOCK/CAPITAL LETTERS) and there should be no variation in the signatures failing which their candidatures are liable to be cancelled summarily or at any stage of recruitment process.
7. In the Columns of Application, applicants shall write the required information either in English (CAPITAL LETTERS) or in Hindi (CAPITAL LETTERS).
8. Applicants should write their Name, Father's/Mother's/ Husband's (as applicable) Name and Date of Birth (DOB) in the Application Form as recorded in the Matriculation or Equivalent Certificate. COMMUNITY/CATEGORY STATUS has been indicated correctly in the Application Form.
9. If an applicant has changed his/her name or dropped/added part of his/her name after Matriculation/SSC/Hr. Secondary/ Senior Secondary, he/she is required to submit an attested copy of Gazette Notification to the effect that he/she has changed his/her name after matriculation etc. The changed name should also have been indicated in the Gazette Notification.
10. Certificates in Support of educational qualifications and of Age-proof must have been obtained from a recognized University/Institution/Board, otherwise his/her candidature is liable to be cancelled/rejected summarily or at any stage of the recruitment process.
11. Attested photocopies of certificates in support of age/date of birth, required minimum educational qualification, SC/ST/OBC/EXS/PH/CGCE Categories claimed in the Application Form.
12. A good quality recent Passport size Photograph (4 cm x 5 cm) should be firmly pasted (not pinned or stapled) in the prescribed place in the Application Form, thereafter sign on it as per direction at Para 9-A above.
13. Requisite fee (Central Recruitment Fee Stamp of Rs. 50/- affixed in the proper place of application).

14. Signature: Signatures in running script:-
a. On the Application
b. If applicable, on the OBC DECLARATION (exclusively for OBC candidates) [Appendix-I]/ EXS DECLARATION (exclusively for EXS candidates) [Appendix-II]/ CGCE DECLARATION (exclusively for CGCE candidates) [Appendix-III]
c. On the all documents attached with the Application Form.
15. The envelope containing Application Form must be superscribed in bold letters as **APPLICATION FOR THE POST OF : _____**
CATEGORY NO. WR- _____
ADVERTISEMENT NO: WR/1/2015
16. One envelope should contain one application of one applicant only. Applicants should submit only one application against a particular category of advertisement. In case of multiple application the Regional Director at his/her own discretion will accept only one of the application. However, separate applications can be submitted against different categories of advertisement.

C. GENERAL INSTRUCTIONS RELATING TO SUBMISSION OF APPLICATION:

1. A CANDIDATE SHOULD MINUTELY GO THROUGH ALL THE PROVISIONS IN THE NOTICE OF THE EXAMINATION TO ENSURE THAT HE/ SHE IS ELIGIBLE FOR THE POST FOR WHICH HE/SHE IS APPLYING IN TERMS OF REQUIREMENTS OF AGE, EDUCATIONAL QUALIFICATIONS AS ON CRUCIAL DATE, ETC. THEIR ADMISSION AT ALL STAGES OF EXAMINATION (WRITTEN EXAMINATION, INTERVIEW ETC.) WILL BE PURELY PROVISIONAL AS THE COMMISSION DOES NOT UNDERTAKE ANY PRE-EXAMINATION SCRUTINY OF DOCUMENTS. THUS, IF AT ANY STAGE, IT IS FOUND THAT CANDIDATES DOES NOT FULFILL ANY OF THE ELIGIBILITY CONDITIONS, HIS/ HER CANDIDATURE WILL BE CANCELLED BY THE COMMISSION.
2. THE CANDIDATE MAY BE PERMANENTLY DEBARRED FROM THE EXAMINATIONS CONDUCTED BY THIS COMMISSION IN CASE CANDIDATE FRAUDULENTLY CLAIMS SC/ST/OBC/PH/CGCE STATUS.
3. CANDIDATES ARE NOT ALLOWED TO BRING MOBILE PHONES/ ANY OTHER COMMUNICATION DEVICES INSIDE THE EXAMINATION PREMISES/ HALL AND ANY INFRINGEMENT OF THESE INSTRUCTIONS WILL ENTAIL DISCIPLINARY ACTION INCLUDING BAN FROM SSC'S FUTURE EXAMINATIONS AGAINST THE CANDIDATES.
4. THE CANDIDATES SHOULD BRING HIS/HER OWN PEN, HB PENCIL, ERASER ETC. THE CANDIDATE SHOULD NOT BRING ANY ARTICLE OTHER THAN THESE SPECIFIED ABOVE SUCH AS BOOKS, NOTES AND LOOSE SHEETS, MOBILES ETC. INTO THE EXAMINATION HALL.
5. Candidates are advised that it is compulsory to carry a Photo ID such as Voter's ID, Driving License, ID Cards issued by Government or other Offices where the candidates may be working. Candidates without such ID cards will not be allowed entry into the interview room/examination halls/Skill Test venues.

9. SELECTION PROCEDURES:

1. PRELIMINARY SELECTION

- i. Usually, the selection to the posts will be made on the basis of an Interview/ Personality Test/Skill Test. The Commission may conduct Common Screening Test (CST) if required before calling for Interview/Personality Test. Mere fulfilling of minimum prescribed qualifications etc. **would not entitle a applicant to be called for the Interview/ Personality Test/Skill Test. Commission may make a preliminary selection of applicants on the basis of their educational qualifications, academic records, percentage of marks etc. and the applicants thus selected will be required to undergo an interview/Personality Test/Skill Test. The Interview will be held at Staff Selection Commission (WR), Mumbai or at any other place as decided by the Commission.**
- ii. The Commission may, at its discretion decide not to hold a Proficiency Test in appropriate subject for any of the categories of posts or **to make a screening of applicants on the basis of percentage of marks on the EQ, where it is felt necessary, before the applicants are called for Interview/Personality Test/Skill Test/Proficiency Test.** The Proficiency Test would be in the relevant subject, which will be intimated to the applicants in due course of time.
- iii. The Commission may at its discretion, waive holding of Proficiency Test in those categories of posts where a Proficiency Test have been prescribed.

NOTE: The Interview/Personality Test is structured in such a manner that are applicants' interests, knowledge, various traits, aptitude, suitability etc. are probed, among other things, through academic qualifications, extra-curricular activities, general awareness/knowledge, depth of knowledge of the subject studied on the level of "Essential Qualification" for the post, communicative Skill and Personality etc.:

B. SCREENING TEST

- i. The Commission may, at its discretion decide to hold a screening test for any of the categories where it is felt necessary before Interview/Personality Test/Proficiency Test/Skill Test.
- ii. **The Commission, may at its discretion, where it is felt necessary, without holding Screening Test may screen the applicants by the method of short listing on the basis of percentage of marks on the prescribed Essential Qualification for the post.**
- iii. Only such of the Applicants who qualify in the Screening test or otherwise at the standard fixed by the Commission at their discretion would be eligible for being called for the Interview/Personality Test/ Proficiency Test/ Skill Test.

C. RESOLUTION OF TIE CASES:

Ties cases will be resolved by applying one after another, as applicable till the Tie is resolved.

- (i) Total marks in the Proficiency Test/Screening Test wherever applicable.;
- (ii) Second Part of Proficiency Test/Screening Test wherever applicable.;
- (iii) First Part of Proficiency Test/Screening Test wherever applicable.;
- (iv) Date of Birth, with older candidate placed higher;
- (v) Alphabetical order in which the first names of the candidates appear.

10. ESSENTIAL QUALIFICATIONS FOR DIFFERENT CATEGORIES OF POSTS AND SUBMISSION OF CERTIFICATE(S) IN SUPPORT OF ESSENTIAL QUALIFICATIONS:

- i. Applicants must possess the ESSENTIAL QUALIFICATIONS for a post on or before the closing date of receipt of application as mentioned at Para-5 in this Notice.
- ii. Post(s) requiring proficiency in the relevant language as an essential qualification means that the applicant must have studied in that language upto Matric Level and in case the relevant language is not taught as a subject in Matric, the said language must be the mother-tongue of the applicant or he/she should have the 'working knowledge' which shall be determined by the Staff Selection Commission.
- iii. For posts where an experience in a particular field/discipline for a specified period has been indicated as an essential qualification, the applicants should submit a certificate in support of their claim of experience in that particular field/ discipline only. Any other experience will not be considered.
- iv. Applicants must submit **Certificates in support of educational qualifications and of Age-proof from a recognized University/Institution/Board**, otherwise their candidature is liable to be rejected summarily or at any stage of the recruitment process.
- v. Self attested copies of certificates are required to be sent (if the grading system has been operated, then back to back copies of marks sheet/certificate may be enclosed for reference). Even the photocopies need to be self attested. All photocopies should be clear and distinct.
- vi. The ORIGINAL CERTIFICATES should not be sent with the application.
- vii. If the applicants do not fulfill the above Sub-Para 11(i) to Sub Para 11(v) their candidature are liable to be rejected summarily or at any stage of the recruitment process.

11. CONDITIONS FOR SEEKING FOR FEE CONCESSION, AGE-RELAXATION, RESERVATION.

A. FOR SC/ST APPLICANTS:

i. The Upper age limit as prescribed in Para-I will be Relaxable up to a maximum of 5 years if a candidate belongs to a Scheduled Caste or a Scheduled Tribe category.

II. SC/ST applicants seeking for fee concession, age-relaxation, reservation whatsoever shall invariably submit, alongwith their application, the requisite Certificate as per FORMAT (Appendix-III) from COMPETENT AUTHORITY as published in this Notice. **OTHERWISE, THEIR CLAIM FOR SC/ST STATUS WILL NOT BE ENTERTAINED AND THEIR CANDIDATURE/APPLICATIONS WILL BE CONSIDERED UNDER GENERAL CATEGORY (UR) CANDIDATES.**

III. TRAVELING ALLOWANCE (TA)

SC/ST applicants called for Interview only will be paid TRAVELLING ALLOWANCE (TA) as per Government of India's Orders. NO TA will be paid for Proficiency Test/Screening Test/ Skill Test, if they are held on a day other than that of Interview.

B. FOR OBC APPLICANTS:

i. The Upper age limit as prescribed in Para-I will be Relaxable upto a maximum of 3 years if a candidate belongs to OBCs in accordance with DP&T OM No.43013/2/95-Estt. (SCT) dated 25.01.1995 read with amendments made thereafter.

NOTE: Other Backward Class (OBC) for the purpose of AGE RELAXATION AND RESERVATION will mean "Persons of OBC Category not belonging to Creamy Layer" as defined in Government of India, Department of Personnel and Training OM No.36012/22/93-Estt.(SCT) dated 08.09.1993 and modified vide Govt. of India Deptt. of Personnel and Training OM No.36033/3/2004-Estt (Res) dated 9.3.2004 and 14.10.2008.

ii. The OBC applicants shall invariably submit with their applicants the **OBC DECLARATION (exclusively for OBC applicants) (APPENDIX-I) otherwise their candidature shall be cancelled summarily or at any stage of recruitment process.**

iii. The candidates should furnish the relevant OBC Certificate in the format prescribed for Central Government jobs as per APPENDIX-VII issued by the COMPETENT AUTHORITY on or within 3 years before the closing date stipulated in the Notice. OBC Certificate obtained otherwise than the prescribed certificate meant for Central Government jobs will not be considered for seeking relaxation/ reservation whatsoever.

iv. The closing date for receipt of application will be treated as the date of reckoning for OBC status of the applicant and also, for assuming that the applicant does not fall in the creamy layer. **The Commission has decided to accept OBC certificate, in the prescribed format, issued after the closing date but before the last tier of the examination i.e., Interview/Screening Test, as the case may be, as valid proof of belonging to non-creamy layer of OBC.**

v. **Candidates claiming the benefit of reservation under OBC Category not covered under the Creamy Layer must ensure that they furnish the OBC Certificate duly signed by the competent authority before or by the Closing Date in the FORMAT prescribed by the Commission in the Notice as Appendix-VII.** Any deviation of the OBC Certificate Format from the present prescribed format will not be accepted by the Commission and will lead such application to be treated under General (UR) Category. Representations from candidates for reconsideration of their category at subsequent stages of the recruitment will not be entertained. The Commission will however, have the discretionary power to reduce/waive off any of the provisions in exceptional and deserving cases.

C. FOR PHYSICALLY HANDICAPPED (PH) (OH/HH/VH) APPLICANTS:

i. The Upper age limit as prescribed in Para-I will be Relaxable upto a maximum of 10 years if the candidate is a physically handicapped person. For candidates belonging to SC/ST/OBC who are physically handicapped, the maximum age relaxation of 10 years permissible for physically handicapped shall be in addition to the age relaxation provided in terms of Para – 12A(1) and Para 12.B(i) above.

ii. PH persons having 40% or above disability are eligible for fee concession, age-relaxation and reservation.

iii. PH persons seeking for fee concession, age-relaxation and reservation shall invariably submit requisite certificate as per **FORMAT (APPENDIX-VIII)** from the COMPETENT AUTHORITY, as published in this Notice. **Otherwise, their claim for PH status will not be entertained and their candidature/applications will be considered under General (UR) category candidates.**

iv. IMPORTANT REQUIREMENT OF PH CERTIFICATE:

(It is mandatory to submit PH Certificate in the prescribed Format -Appendix-VIII)

a. A disability certificate shall be issued by a Medical Board duly constituted by the Central and the State Government. The State Government may constitute a Medical Board consisting of at least 3 members, out of which, at least, one member shall be a Specialist from the relevant field.

b. The certificate would be valid for a period of 5 years for those whose disability is temporary. The Medical Board shall indicate the period of validity of the certificate where there are chances of variation in the degree of disability. For those who acquired permanent disability, the validity can be shown as permanent. On representation by the applicant, the Medical Board may review its decision having regard to all the facts and circumstances of the case and pass such orders in the matter as it thinks fit.

c. According to the persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Rules, 1996 notified on 31.12.1996 by the Central Government in exercise of the powers conferred by sub-section (1) and (2) of Section 73 of the persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (1 of 1996), authorities to give disability Certificate will be a Medical Board duly constituted by the Central and the State Government. The State Government may constitute a Medical Board consisting of at least three members out of which at least shall be a specialist in the particular field for assessing locomotors/ hearing and speech disability, mental retardation and leprosy cured, as the case may be.

D. FOR SERVICEMEN OF THE THREE ARMED FORCES APPLICANTS

EXS fulfilling the conditions laid down by the Govt. from time to time shall be allowed to deduct military service from their actual age and such resultant age should not exceed the prescribed age-limit by more than three years(6 years in case of OBC and 8 years in case of SC/ST).

II. EXPLANATION: An Ex-Serviceman means a person who has served in any rank whether as a combatant or non-combatant, in the regular Army, Navy, Air Force of the Indian Union and:-

- (a) who retired from such service after earning his pension. This would also include persons who are released/retired at their own request but after having earned their pension; or
- (b) who has been released from such service on medical attributable to military service or circumstances beyond his control and awarded medical or other disability pension, or
- (c) who has been released, otherwise than on his own request, from such service as a result of reduction in establishment, or
- (d) who has been released from such service after completing the specified period of engagement, otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency and has been given a gratuity, and includes personnel of the Territorial Army of the following categories, namely :-
 - (1) Pension holders for continuous embodied services;
 - (2) persons with disability attributable to military service;
 - (3) Gallantry award winners.

iii. The period of 'Call up Service' of an Ex-Serviceman in the Armed Forces shall also be treated as service rendered in the Armed Forces. For any serviceman of the three Armed Forces of the Union to be treated as Ex-Servicemen for the purpose of securing the benefits of reservation; he/she must have already acquired, **at the relevant time of submitting his/her application for the Post/Service, the status of ex-serviceman** and/or is in a position to establish his/her acquired entitlement by documentary evidence from the competent authority that he would be released/discharged from the armed forces within the stipulated period of one year from the closing date on receipt of applications as stipulated in Para-5 of this Notice on completion of his specific period of engagement. The Ex-Serviceman applicants should submit necessary CERTIFICATE/DECLARATION as per the FORMAT prescribed in D/o Personnel and Training's O.M. No.36034/2/91-(SCT) dated 03.04.91 (APPENDIX-II and V).

iv. The EXS applicants shall invariably submit with their applications EXS declaration **(exclusively for EXS applicants) (APPENDIX-II) otherwise their candidature shall be cancelled summarily or at any stage of the recruitment process.**

v. This concession of applying one year before the completion of specified term of engagement is not available in respect of Educational Qualifications i.e. non-Graduate ExS are required to complete 15 years of service (and not, 14 years) as on the closing date of receipt of applications as stipulated at Para-5 of this Notice for becoming a 'deemed Graduate'. Thus, those non-Graduate ExS who have not completed 15 years of service as on this date for recruitment as stated in Para 12.D(iii) are **NOT** eligible.

vi. As per Department of Personnel and Training's O.M. No.36034/6/90-Estt-SCT dated 24.4.92, such EXS applicants who have already secured employment under the Central Government in civil side after availing of the benefit given to them as EXS for their re-employment, are eligible for age-relaxation prescribed for EXS for securing another employment in a higher grade, but will not be eligible for the benefit for reservation for the EXS for securing another employment in a higher grade. They will also not be eligible for fee concession would be admissible to EXS. Such EXS would have to pay the requisite fee of Rs.50/- for this recruitment.

vii. EXS applicants submitting Application without DECLARATIONS (exclusively for EXS applicants) [APPENDIX-II & V] shall not be eligible for fee-concession, age relaxation, reservation whatsoever.

viii. If the applicant is not be released/discharged from the armed forces within the stipulated period of one year from the closing date of receipt of applications as stipulated at Para-5 in this notice on completion of their assignment he will not be eligible for fee-concession, age-relaxation, reservation whatsoever.

ix. Sons & daughters and dependents of Ex-Servicemen are not eligible for fee-concession, age-relaxation, reservation whatsoever.

x. Service Clerks in last year of their COLOUR SERVICE are not exempted from payment of fee.

E. FOR CENTRAL GOVERNMENT CIVILIAN EMPLOYEE (CGCE) APPLICANTS:

I. HERE, CENTRAL GOVERNMENT CIVILIAN EMPLOYEE MEANS ANY PERSON TO WHOM THE 'CENTRAL CIVIL SERVICE (CONDUCT) RULES, 1964, APPLY.

II. Upper age-limit is Relaxable as mentioned in Para-1 as on the closing date of receipt of application for Central Government Civilian Employees (CGCE) who have rendered not less than three years continuous service (on regular basis and not on ad-hoc basis) in Ministries or Departments of Govt. of India in terms of DOPT letter No.39028/7/96-Estt. (B) dated 27.01.99.

iii. The CGCE applicants shall invariably submit with their applications the **CGCE DECLARATION (exclusively for CGCE applicants) [Appendix-III] otherwise their candidature shall be cancelled summarily or at any stage of recruitment process.**

iv. CGCE applicants seeking for age-relaxation shall invariably submit, with application, the requisite certificate as per FORMAT (Appendix-IV) and from the COMPETENT AUTHORITY [as mentioned in this Notice] on or before the closing date of receipt of application as mentioned in this Notice.

v. If the Certificate is not as per FORMAT (Appendix-IV) and not from the COMPETENT AUTHORITY, the candidates are not eligible for age-relaxation. **Any deviation of the CGCE Certificate Format from the present prescribed format will not be accepted by the Commission and will lead such application to be treated under General (UR) category.**

vi. CGCE candidates shall also refer Para-13 of this Notice.

F. FOR OTHER CATEGORIES OF APPLICANTS:

i. Upper age-limit is relaxable to retrenched employees of Chukha Hydel Project Authority in Bhutan who were directly recruited, to the extent of regular service rendered by them with the Authority (period of service rendered by the retrenched employees will be decided on the basis of certificate issued by the Chukha Hydel Project Authority).

ii. All persons who had ordinarily been domiciled in the state of Jammu & Kashmir during the period 1.1.1980 to 31.12.89 shall be eligible for relaxation in the upper age-limit by five years in support of which the proof of residence may be submitted alongwith the application with a certificate from :

- (a) The District Magistrate within whose jurisdiction he had ordinarily resided; or
- (b) Any other authority designated in this behalf by the Govt. of J&K.

iii. Upto the Age of 35 years (upto 40 years for members of Schedules Castes/Scheduled Tribes and 38 years for OBC) in the case of widows, divorced women and women judicially separated from their husbands and who are not remarried.

iv. Upto a maximum of 3 years(8 years for SC/ST and 6 years for OBCs candidates) in the case of Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof.

12. FOR OTHER EMPLOYED APPLICANTS OTHER THAN CENTRAL GOVT. :

I. All candidates in Central Government Service holding any post whether in a permanent or in temporary capacity or work-charged employees, other than casual duty or daily rated employee, or those serving under public enterprises, will be required to submit a Declaration as per APPENDIX-III that they have informed in writing their Head of Office/Department that they have applied for the examination. Such candidates must also ensure that they would be in a position to furnish NOC from their employer, at the time of Interview or at any other time till final selection.

II. Candidates should note that in case a communication is received from their employer by the Commission withholding permission to the candidates applying for appearing in the examination, their applications shall be rejected and candidature shall be cancelled.

13. PROFORMA FOR CERTIFICATE AND UNDERTAKING:

a. The FORMAT of Certificates/Documents is at Appendix-I to Appendix -IX. The nature & format of certificate is as under:

Appendix -I & VII	for OBC category candidates;
Appendix -II & V	for ExS category candidates;
Appendix -III & IV	for CGCE category candidates;
Appendix -VI	for SC/ST category candidates;
Appendix -VIII	for PH category candidates;
Appendix -IX	for code required for Age relaxation;

b. **Candidates who wish to be considered against vacancies reserved/or seek age-relaxation, must submit requisite Certificate from the Competent Authority, along with their application for the examination, otherwise, their claim for SC/ST/OBC/PH/ExS/CGCE status will not be entertained and their candidature/applications will be considered under General (UR) category candidates. And no subsequent request will be accepted, in any circumstances, regarding rectification of their categories.**

NOTE: The **OBC/EXS/CGCE** applicants shall invariably submit with their applications, according to their respective Category, the **OBC DECLARATION (exclusively for OBC applicants) [APPENDIX-I]/EXS DECLARATION (exclusively for EXS applicants) [APPENDIX-II]/CGCE DECLARATION (exclusively for CGCE applicants) [APPENDIX-III], otherwise their candidature shall be cancelled summarily or at any stage or recruitment process.**

14. THE JOB REQUIREMENT OF THE POST:

Brief job requirements of the post are indicated below each category of posts, under Para -1 of this Notice, to facilitate the applicants to understand the main functions to be performed after appointment to the post.

15. NO PERSON:

- a. who has entered into or contracted a marriage with a person having a spouse living; or
 - b. who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service,
- Provided that Central, government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

16. GOOD MENTAL AND BODILY HEALTH OF CANDIDATE

A candidate must be in good mental and bodily health and free from any physical defect likely to interfere with the efficient discharge of his/her duties as an Officer of the service. A candidate who, after such medical examination as may be prescribed by the competent authority, is found not to satisfy these requirements, will not be appointed. Only such candidates as are likely to be considered for appointment will be medically examined.

NOTE: In the case of the disabled Ex-Defence Services personnel, a certificate of fitness granted by the Demobilization Medical Board of the Defence Services will be considered adequate for the purpose of appointment.

17. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:

Candidates are warned that they should not furnish any particulars that are false or suppress any material information while filling in the application form. Candidates are also warned that they should in no case attempt to alter or otherwise tamper with any entry in a document or the attested certified copy submitted by them nor should they submit a tampered/fabricated document.

18. CANVASSING:

Canvassing in any form will disqualify the applicant.

19. COMMISSION'S DECISION FINAL:

The decision of the Commission in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination (s) and interviews, allotment of examination centers, selection and allotment of posts/organizations to selected candidates will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

20. JURISDICTION OF COURTS/TRIBUNALS:

ANY DISPUTE IN REGARD TO THIS RECRUITMENT WILL BE SUBJECT TO COURTS/TRIBUNALS HAVING JURISDICTION OVER THE PLACE OF THIS REGIONAL OFFICE OF THE STAFF SELECTION COMMISSION (WESTERN REGION), MUMBAI.

**INSTRUCTIONS FOR FILLING UP APPLICATION FORM FOR
SELECTION POSTS**

1. Please go through the notice for the Recruitment and also these instructions carefully before applying for any of the posts mentioned in the Notice. You must satisfy yourself that you are eligible for the post for which you are applying.
2. Use only blue/black pen for filling up the Application Form.
3. Instructions have been given for most items in the application itself which should be gone through carefully before filling up the boxes. For items for which instructions are not available or require further clarification, further instructions given below may be gone through carefully.
4. Column 10 may be filled up carefully. Ex-Servicemen candidates are also required to fill up columns 10 and 10.1.
5. PH candidates are required to fill up Columns 11, 11.1 16 and 16.1 as may be applicable. The Commission may decide to hold screening/skill test for certain posts and therefore, VH candidates should fill in columns 16 and 16.1
6. Column No. 12.1 – (Refer Appendix-IX of the notification for filling up this column)
7. Column No. 12.2 – For all categories age as on normal closing date for receipt of applications should be indicated.
8. Candidates should read carefully the Essential Qualification required for the post for which they are applying and ensure that they fulfill the same. Documents in support of Essential Qualifications should invariably be furnished along with the application failing which the applications will be summarily rejected.
9. Column no. 19: Write your complete communication address including your Name in English in capital letters or in Hindi with blue/black ball pen. Do not forget to write 6 digit PIN in the boxes. Please indicate your email and mobile no. for filling in the column 19.1.
10. Column 20: Paste your recent photograph of size 4cmx5cm. Do not staple and do not get the photo attested. Please note that your application shall be rejected summarily without photograph.
11. Column No.21 and 22: Please do sign in running hand. Unsigned applications will be rejected. Signature in capital letters of English shall not be accepted and your application shall be summarily rejected. Variations in the signature will render the application liable to be rejected.

कर्मचारी चयन आयोग (प.क्षे.) / Staff Selection Commission (W.R.)

आवेदन पत्र / Application form

कृपया परीक्षा के नोटिस में दिए गए अनुदेशों को सावधानी पूर्वक पढ़ ले। बॉक्सों (□) में लिखने के लिए नीले या काले पेन का प्रयोग करें।

Please read instruction in the Notice of the Recruitment carefully. Use Blue or Black ball pen to write in the boxes. (□)

1. विज्ञापन सं. / Advertisement No. <input type="text"/>	2. श्रेणी सं. / Cat. No. <input type="text"/>
3. उम्मीदवार का पूरा नाम (अंग्रेजी में) मैट्रिकुलेशन प्रमाण पत्र में दिए गए नाम के अनुसार बड़े अक्षरों में लिखें। नाम के किन्हीं दो भागों के बीच एक बॉक्स को खाली छोड़ दें। Candidate's Full Name (in English). Write in Capital Letters exactly in Matriculation Certificate. Leave a box blank between any two parts of the name.	
<input type="text"/>	
4. पिता का नाम (बड़े अक्षरों में अंग्रेजी में लिखें) / Father's Name (Write in Capital Letters in English)	
<input type="text"/>	
5. माता का नाम (बड़े अक्षरों में अंग्रेजी में लिखें) / Mother's Name (Write in Capital Letters in English)	
<input type="text"/>	

6. जन्म की तारीख / Date of Birth <input type="text"/>	7. लिंग / Gender <input type="text"/>	8. राष्ट्रियता / Nationality <input type="text"/>	9. शुल्क / Fee <input type="text"/>
दिन / Day माह / Month वर्ष / Year	(Write 2 - Female & 1 - Male)	(Write 1 - Indian & 2 - Others)	(Write 1 - Fee paid & 2 - Exemption claimed)

10. श्रेणी / Category <input type="text"/>	10.1 अगर आप भूतपूर्व सैनिक हैं ? Whether Ex-serviceman <input type="text"/>	11. क्या आप शारीरिक विकलांग हैं ? Whether PH ? <input type="text"/>
(Write 9-General, 1 - SC, 2-ST, 6-OBC)	(Write 3 Ex-serviceman)	(Write 1 - Yes & 2 - No.)

11.1 यदि हाँ, कोड अंकित करें If yes, indicate code <input type="text"/>	12. क्या आयु सीमा में छूट चाहते हैं ? Whether seeking Age relaxation? <input type="text"/>	12.1 यदि हाँ, कोड अंकित करें If yes, indicate code <input type="text"/>	12.2 आवेदन प्राप्ति की सामान्य अंतिम तिथि को आयु/ Age as on normal closing date Years Months Days <input type="text"/>
(Write 4 - OH, 5 - HH, 7- VH)	(Write - 1 - Yes, 2 - No)	(Write two digit numeric code)	

13. पद की वरीयता / Preference of Post <input type="text"/>	14. भूतपूर्व सैनिक के लिए/For Ex-serviceman सेवा अवधि/Length of service <input type="text"/>	सेवा समाप्ति तिथि/Date of Discharge <input type="text"/>
1 2 3 4 5 6 7 8 9 10	(In Years)	D D M M Y Y

15. क्या आप अल्पसंख्यक हैं? (हाँ-1, नहीं-2) Whether belong to Minority Community as per Govt. (Write 1 - Yes, 2 - No) <input type="text"/>	16. यदि दृष्टिबाधित विकलांग इत्यादि है, तो क्या आपको प्रलिपिक की आवश्यकता है ? If VH etc., whether scribe is required ? (हाँ-1, नहीं-2) <input type="text"/>
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16.1 यदि हाँ, माध्यम अंकित करें (अंग्रेजी के लिए 1, हिन्दी के लिए 2 लिखें) / If yes, indicate medium, (Write 1 - English, 2 for Hindi) <input type="text"/>

17. शैक्षिक योग्यता/Educational Qualification

स्तर/ Level	पाठ्यक्रम/ Course	विषय/ Subject	अंक का प्रतिशत/ % Marks	माध्यम/ Medium
मैट्रिक/ Matriculation			●	
एच. एस. सी./ इंटरमीडिएट, HSC/ Intermediate			●	
डिप्लोमा/ Diploma			●	
स्नातक/ Graduation (BA, BCom, BSc)			●	
डीग्री/ Degree in (.....)			●	
स्नातकोत्तर/ Post-Graduation			●	
अन्य / Others			●	

माध्यम : अंग्रेजी के लिए 01, हिन्दी के लिए 02 और अन्य के लिए 03 लिखें। / Medium 01 for English, 02 for Hindi & 03 Others

18. कार्य अनुभव का विवरण / Details of work Experience				
संस्था का नाम Name of the Organisation(s)	पद का नाम Designation	कार्य का विवरण Name of the Duty (ies)	कार्य की अवधि / Period of Service	
			से / From	तक / To

19. पता : अपने नाम सहित पत्र व्यवहार का पूरा पता अंग्रेजी के बड़े अक्षरों में या हिन्दी में नीले या काले बॉल पेन से लिखें। Address : Write your complete Communication Address including your Name in English Capital Letters or Hindi with Blue or Black Ball Pen.		<p>20. फोटोग्राफ</p> <p>4 सेमी x 5 सेमी आकार का हाल ही में खींचा गया फोटोग्राफ यहां ठीक ढंग से चिपकायें। (स्टेपल न करें / फोटो को सत्यापित न करवाएं)</p> <p>Photograph</p> <p>Paste here firmly your recent photograph (4 c.m x 5 c.m)</p> <p>(Do not staple. Do not get the Photograph attested)</p>		<p>अनुक्रमांक (केवल कार्यालय प्रयोग हेतु) Roll Number (for Office use only)</p> <p>21. उम्मीदवार के हस्ताक्षर (केवल घसीट हस्तलिपि में) Signature of the Candidate in the left Box.</p>
<p>नाम Name <input type="text"/></p> <p>पता Address <input type="text"/></p> <p>पिन PIN : <input type="text"/></p>	<p>अहस्ताक्षरित आवेदन पत्र रद्द कर दिया जाएगा Unsigned application will be rejected</p>			

19.1 मोबाईल नं. / Mobile No. : <input type="text"/>	ई-मेल / Email ID : <input type="text"/>
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22 घोषणा / Declaration

Space for
cancellation stamp
by post office after affixing
CRF Stamp
के.मु. शुल्क टिकट चिपकाने के
बाद डाकघर द्वारा रद्द किये
जाने वाले टिकट
हेतु स्थान

23. के.मु. शुल्क टिकट के
लिए स्थान
Space for CRF Stamp

Rs. 50 का. के.भ.
शुल्क टिकट यहाँ ठीक
ढंग से चिपकाये तथा
डाकघर से रद्द करा
दे जहाँ से यह खरीदा
गया है।
(स्टेपल न करे)

Paste here firmly
CRF Stamp of Rs. 50
denomination and get
it cancelled from the
post office from
where purchased.
(Do not Staple)

(i) मैंने विज्ञप्ति में दी गई शर्तों को ध्यानपूर्वक पढ़ लिया है और मैं एतद्वारा उनका पालन करने का वचन देता / देती हूँ।
I have read the provisions in the Notice of the Examination carefully and I hereby undertake to abide by them.

(ii) मैं यह भी घोषणा करता / करती हूँ कि मैं इस परीक्षा में प्रवेश के लिए निर्धारित आयु सीमा, शैक्षिक योग्यता आदि संबंधी पात्रता की सभी शर्तों को पूरा करता / करती हूँ।
I further declare that I fulfill all the conditions of eligibility regarding age limits, educational qualifications etc. prescribed for admission to the examination.

(iii) मैं यह भी घोषणा करता / करती हूँ कि मुझे आज तक कर्मचारी चयन आयोग / संघ लोक सेवा आयोग द्वारा किसी भी परीक्षा में बैठने से नहीं रोका गया है तथा मुझे किसी भी विधि न्यायालय द्वारा कभी भी दोषी नहीं पाया गया है।
I also declare that I do not stand by SSC/UPSC/CPWD/MES/Dept. of Posts as on date and have never been convicted by any court of law.

(iv)* आयु सीमा में छूट चाहने वाले केन्द्र सरकार के असैनिक कर्मचारी के लिए मैं यह घोषणा करता हूँ कि मैं एक केन्द्र सरकार का एक असैनिक कर्मचारी हूँ एवं नियमित आधार पर 3 वर्ष की सेवा या सेवाकाल अवधि जैसा की परीक्षा नोटिस में निर्धारित है, आउट्रिडन पत्र जमा करने की अंतिम तिथि या उससे पूर्व, पूर्ण कर ली है।
For Central Govt. Civilian Employees seeking age relaxation
I declare that I am a Central Govt. Civilian Employee and completed 3 years regular service stipulated in the notice of the examination on or before date of closing of submitting application form given in the notice.

(v)* अन्य पिछड़ा वर्ग से संबंधित अभ्यर्थी के लिए
मैं यह घोषणा करता / करती हूँ कि मैं उस समुदाय से संबंधित हूँ जिसे कार्मिक एवं प्रशिक्षण विभाग के दिनांक 8.9.1993 के का.ज्ञा.सं. - 36012/22/93 स्था (एससीटी) में विहित आदेशों के अनुसार भारत सरकार द्वारा सेवाओं में आरक्षण के प्रयोजन हेतु पिछड़ा वर्ग माना गया है। यह भी घोषणा की जाती है कि मैं भारत सरकार, कार्मिक एवं प्रशिक्षण विभाग के विभिन्न संशोधनों जो कि नोटिस में उल्लिखित हैं, उसके तहत उपरोक्त कार्यालय ज्ञापन ... कॉलम 3 में उल्लिखित व्यक्तियों / वर्गों (क्रीमिलेयर) से संबंधित नहीं हूँ। मैं यह भी घोषणा करता / करती हूँ कि मेरे पास परीक्षा नोटिस में निर्धारित प्रारूप में अन्य पिछड़ा वर्ग का प्रमाणपत्र है या नोटिस में प्रावधान के अनुसार मैं अन्य पिछड़े वर्ग का वैध प्रमाण पत्र टंकण परीक्षा / कौशल परीक्षा के समय प्रस्तुत करूंगा / करूंगी।
For Candidate belonging to OBC
I declare that I belong to the community which is recognized as a backward class by the Govt. of India for the Purpose of reservation in services as per orders contained in Deptt. of Personnel and Training Office Memorandum No. 36012/22/93-Esst.(SCT) dated 8.9.1993. I also declare that I do not belong to the person/sections (creamy layer) mentioned in Column 3 of the Schedule of the OM mentioned above and modified vide Govt. of India DOPT Oms mentioned in the notice. I further declare that I am in possession of OBC Certificate in the prescribed format given in the Notice of the Examination or will sub, it valid OBC Certificate at the time of Skill test / Typing test as per the provision of the Notice.

(vi) भूतपूर्व सैनिकों के लिए
मैं घोषणा करता / करती हूँ कि मैं परीक्षा विज्ञप्ति के अनुसार भू.पू. सैनिक संबंधित पात्रता की सभी शर्तों को पूरा करता / करती हूँ।
For Candidate belonging to Ex-Serviceman
I declare that I fulfill all the eligibility condition relating to Ex-Serviceman as per notice of exam.

(vii) मैं एतद्वारा घोषणा करता / करती हूँ कि इस आवेदन पत्र में दिए गए सभी विवरण मेरी अधिकतम जानकारी और विश्वास के अनुसार सत्य, पूर्ण एवं सही है। मैं समझता / समझती हूँ कि परीक्षा से पहले या बाद में कोई भी सूचना छुपाई हुई / झूठी या असत्य पाई जाने पर मेरी अभ्यर्थिता / निरस्त की जा सकती है।
I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being detected before or after the examination, my candidature/appointment is liable to be cancelled.

स्थान / Place :

तारीख /Date :

D	D	M	M	Y	Y

*यदि लागू न हो तो लाईन काट दे।

*Strike off this sentence if not applicable

उम्मीदवार के हस्ताक्षर
Signature of Candidate



अहस्ताक्षरित आवेदन पत्र को रद्द कर दिया जायेगा
Unsigned application will be rejected.

OBC DECLARATION

I _____ son/daughter of Shri _____ resident of village/town/city _____ district _____ state _____ hereby declare that I belong to the _____ community which is recognized as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Deptt. of Personnel and Training Office Memorandum No. 36012/22/93-SCT) dated 8.9.1993. It is also declared that I do not belong to creamy layer section of persons of OBC as mentioned in Column 3 of Government of India, Deptt. of Personnel and Training O.M. No. 36012/22/93-Estt. (SCT) dated 8.9.1993 and modified vide DOPT's O.M. No. 36033/3/2004-Estt. (Res) dated 9.3.2004 and 14.10.2008.

(Full Signature of Applicant)

Place:

Date:

Note: The closing date for receipt of application will be treated as the date of reckoning for OBC status of the candidate and also, for assuming that the candidate does not fall in the creamy layer. The candidate should furnish the relevant OBC Certificate in the format prescribed for Central Government Jobs as per Appendix –VIII issued by the competent authority on or before the closing date as stipulated in the Notice.

(Undertaking to be given by the candidate covered under Para 12 (D) of Notice for the examination)

I Understand that, if selected on the basis of the recruitment/examination to which the application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the appointing authority that, I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to ex-servicemen in terms of the Ex-servicemen (Re-employment in Central Civil Services & Posts) Rules, 1979 as amended from time to time.

2. I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-S in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalized Banks etc.) by availing of the concession of reservation of vacancies admissible to Ex-S.

I further submit the following information:

- a. Date of appointment in Armed Forces.....
 - b. Date of discharge.....
 - c. Length of service in Armed Forces.....
 - d. My last Unit/Corps (with full address and Tel.No.):.....
3. If re-employed, Name and address of Employer with Tel.No.....

Signature of Candidate

Place:

Date:

**CGCE DECLARATION
(EXCLUSIVELY FOR CGCE APPLICANTS)**

(PLEASE See NOTE AT PARA -12(E) AND 14 OF THIS NOTICE)

[Here' central government civilian employee' means any person to whom the Central Civil Service (Conduct) Rules, 1964, apply]

I declare that I have already informed my Head of Office/Department/Ministry in writing that I have applied for this examination. I further submit the following information:

- a. Date of Appointment
- b. Holding present post and Pay Scale
- c. Name and Address of Employer with Tel No.

Place and Date:

(Full Signature of the applicant)

APPENDIX - IV

FORM OF CERTIFICATION TO BE SUBMITTED BY CENTRAL GOVT.
EMPLOYEES/DEPARTMENTAL CANDIDATES SEEKING AGE-RELAXATION UNDER PARA 7 OF
THE NOTICE OF EXAMINATION

(To be filled by the Head of the office or Departmental in which the candidate is serving)

It is certified that Shri/Smt./Km. _____ is a
Central Govt. employee holding the post of _____ in
the pay scale of Rs. _____ with 3 years regular
service in this post as on _____.

Signature _____

Name _____

Office seal _____

Place _____

Date _____

Form of Certification for Serving Defence Personnel
(please see para 12(D) of this Notice)

I hereby Certify that according to the information available
with me (No.) _____ rank) _____ (Name) _____
_____ is due to complete the specified term of his
engagement with the Armed Forces on The (Date) _____.

Signature of Commanding
Officer

Place:

Office Seal

Date:

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribes should submit in support of his claim an attested/certified copy of the certificate in the form given below from the district officer or 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 Government 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 candidate himself ordinarily resides otherwise than for the purpose of his own education.

Wherever photograph is an integral part of the certificate the Commission would accept only photo copy of such certificate and not any other attested or true copy.

The form of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India.

This is to certify that Shri/Shrimati/Kumari _____ son/daughter of _____ of village/town/District/Division in _____ of the State/Union Territory _____ belongs to the _____ Caste/ Tribe _____ which is recognised as a Scheduled Caste/Scheduled Tribe under:

The Constitution (Scheduled Castes) Order, 1950 @ _____ the Constitution (Scheduled Tribes) Order, 1950 @ _____ the Constitution (Scheduled Caste) (Union Territories) Order, 1951. The Constitution (Scheduled Tribes) (Union Territories) Order, 1950. @

As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) Order, 1956 the Bombay Organisation Act @ 1960 Act. & the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North-Eastern Area (Reorganisation) Act, 1971 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976)

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956 @

The Constitution (Andaman & Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes

Order (Amendment Act), 1976. @

The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962. @

The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962. @

The Constitution (Pondicherry) Scheduled Castes Order 1964. @

The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967. @

The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968. @

The Constitution (Goa, Daman & Diu) Scheduled Tribes Order, 1968. @

The Constitution (Nagaland) Scheduled Tribes Order, 1970. @

The Constitution (Sikkim) Scheduled Castes Order, 1978. @

The Constitution (Sikkim) Scheduled Tribes Order, 1978. @

The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989. @

The Constitution (SC) Orders (Amendment) Act, 1990. @

The Constitution (ST) Orders (Amendment) Ordinance, 1991. @

The Constitution (ST) Orders (Second Amendment) Act, 1991. @

The Constitution (ST) Order (Amendment) Ordinance, 1996.

%2. Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Caste/Scheduled Tribes Certificate issued to Shri/Shrimati _____ Father/Mother* _____ of Shri/Shrimati/Kumari* _____ of village/town* _____ in District/Division* _____ of the State/Union Territory* _____ who belong to the _____ Caste/Tribe which is recognised as a Scheduled Caste/Scheduled Tribe in the State/Union Territory issued by the _____ dated _____.

%3. Shri/Shrimati/Kumari* and/or* his/her* family ordinarily reside(s) in village/town* _____ of _____ District/Division of the State/Union Territory* of _____

Signature _____

** Designation _____

State/Union Territory

Place : _____

Date : _____

* Please delete the words which are not applicable

@ Please quote specific Presidential Order

% Delete the paragraph which is not applicable

NOTE :

The term ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

**List of Authorities Empowered to issue Caste/Tribe Certificates :

(i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy commissioner/Dy.Collector/1st Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.

(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

(iii) Revenue Officers not below the rank of Tehsildar.

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

Note : ST candidates belonging to Tamil Nadu state should submit caste certificate ONLY from the REVENUE DIVISIONAL OFFICER.

**(FORMAT OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING
FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA)**

This is to certify that Shri/Smt./Kumari. _____ Son/Daughter of
_____ of Village/Town _____ District/Division
_____ in the State / Union Territory _____ belongs to the
_____ Community which is recognized as a backward class under the Government
of India, Ministry of Social Justice and Empowerment's Resolution No.
_____ dated _____. Shri / Smt / Kumari _____
and/or his/her family ordinarily reside(s) in the _____ District/Division
of the _____ State / Union Territory. This is also to certify that he /she does
not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the
Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt (SCT)
dated 8.9.1993**

Dated :
Magistrate

Seal:

District
Deputy Commissioner, etc.

*The Authority issuing the certificate may have to mention the details of Resolution of
Government of
India, in which the caste of the candidate is mentioned as OBC.

** As Amended from time to time.

NOTE-I:- The term "Ordinarily" used here will have the same meaning as in Section 20 of the
Representation of the People Act, 1950.

(FORMAT OF THE CERTIFICATE TO BE SUBMITTED BY THE PH PERSONS)

NAME AND ADDRESS OF THE INSTITUTE/HOSPITAL

Certificate No.-----

Date:-----

DISABILITY CERTIFICATE

This is to certify that Shri/Smt/Kum_____ son/ wife/
daughter of Shri_____ Age_____ Sex_____
identification mark(s)_____ is suffering from permanent disability of following category:

Recent photograph of the
applicant showing the
disability duly attested by the
Chairperson of the Medical
Board.

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.

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 is not recommended/is recommended after a period of _____ months/years.*

3. Percentage of disability in his/her case is percent.

4. Shri/Smt./Kum. meets the following physical requirement 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

(DOCTOR)
Seal

(DOCTOR)
Seal

(DOCTOR)
Seal

*Strike out which is not applicable.

Countersigned by
Medical Superintendent/CMO Of Hospital(With seal)

Codes for filling up column No.12.1 of application.

Code No.	Category
01	SC/ST
02	OBC
03	PH
04	PH + OBC
05	PH + SC/ST
06	EX-Servicemen (Unreserved/General)
07	Ex-Servicemen (OBC)
08	Ex-Servicemen (SC & ST)
09	Central Govt. Civilian Employees (General/Unreserved) who have rendered not less than 3 years regular and continuous service as on closing date.
10	Central Govt. Civilian Employees(OBC) who have rendered not less than 3 years regular and continuous service as on closing date.
11	Central Govt. Civilian Employees(SC/ST) who have rendered not less than 3 years regular and continuous service as on closing date.
12	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir(Unreserved/General)
13	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir(OBC)
14	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir (SC/ST)
15	Departmental candidates (Unreserved/General) who have rendered not less than 3 years regular and continuous service as on closing date
16	Departmental candidates (OBC) who have rendered not less than 3 years regular and continuous service as on closing date
17	Departmental candidates (SC/ST) who have rendered not less than 3 years regular and continuous service as on closing date