

DIRECT RECRUITMENT OF CIVILIAN GROUP 'C' HQ SOUTHERN COMMAND

1. Applications from eligible Indian Citizens are invited for the posts as indicated below. Application form as duly completed in all respects along with all requisite documents duly self attested, should reach, Presiding Officer (BOO-V), **HQ Southern Command (BOO-V)** within 45 days from the date of publication of this advertisement in the employment news. HaryanaJobs.in

Sr. No.	Name of the Post / Unit	No. of Posts	Category wise distribution							Pay Matrix	Age	Qualification
			UR	SC	ST	OBC	EWS	ESM Quota	PH			
1.	Safaiwali	46	20	09	03	07	07	-	01VH 01ID	L-1	18-25 Yrs	Essential: Matriculation pass or equivalent from recognized Board Desirable: Conversant with the duties of the respective trades with one year's experience in the trade.
2.	Safaiwala	01	01	-	-	-	-	-	-	L-1		
3.	Driver Ord Gde	02	01	-	-	01	-	01	-	L-2	18-25 Yrs	Essential: 1. Matriculation 2. Must possess the Civilian Driving license for heavy vehicles and have two years experience of driving such vehicles
4.	LDC	09	06	01	-	01	01	04	01HH	L-2	18-25 Yrs	(I) 12th Class or equivalent qualification from a recognized Board or University. (ii) English <u>Typing@35w.p.m.</u> on computer Or Hindi Typing @ 30 w.p.m on computer (35 words per and 30 words per minute corresponding to 10500/9000 KDPH on an average of 5 key depressions for each word
Total		58	28	10	03	09	08	05	03			

Note 1 : Selected Candidate can be posted anywhere in any AMC unit under HQ Southern Command.

Note 2 : Abbreviation used : UR- Unreserved, SC-Scheduled Caste, ST-Scheduled Tribes, OBC-Other Backward Cast, EWS- Economically Weaker Section, ESM Quota- Ex Serviceman Quota, PH-Physically Handicapped, VH-Visually Handicapped, HH-Hearing Handicapped, OH-Orthopadically Handicapped, ID-Intellectual Disability.

Note 3 : Disability of a person should not be less than 40% or as per Govt of India Order till last date of application. Disability certificate should be issued from the competent authority as prescribed by the Govt of India.

2 Place and date of examination : will be intimated later. 3 The candidates will be put through a selection process. Selection will be made as per existing Govt. Rules & regulations. Selection will be made strictly on the basis of merit in the written exams and quality in the skill/trade test if any. 4 Important instruction to the Candidates/Applicants:-

Sr No	Important Instructions
(a)	Closed date for receiving of application will be 45 days from the date of publication of the advertisement
(b)	Unit/Estt will not be responsible for any postal delay or failure
(c)	Persons working in Central/State/PSU must apply through proper channel along with the certificate from their establishment that no disciplinary action is contemplated/pending against them and that they have no objection in releasing them in case of selection.
(d)	New entrants to Government service, entering on or after 01 Jan 2004 are governed by the New Defined Contribution Pension Scheme (Known as New Pension Scheme).
(e)	Number of posts is likely to change no extra weitage will be given to additional/extra or higher qualification for recruitment.
(f)	It may also be made clear that merely fulfilling the basic selection criteria does not automatically entitle a person to be called for written or skill/trade test.
(g)	The posts carry the all India service liability i.e the individual can be posted anywhere in India.
(h)	All candidates must enclose self addressed Envelope and fee in the form of Postal Order of Rs.100/- in favour of "Commandant, Command Hospital (SC), Pune" and two recent passport size photos in addition to affixing in the application. Fee will be exempted as per Government of India provision. The postal Order should be issued on or after the date of publication of advertisement. The application fee is non-refundable. However, Sponsor candidates by the local Employment Exchanges, the ZSWO Office, Army Welfare placement Org or any other Government of India Agency etc have to pay the fee.
(j)	Copy of all educational certificates, caste certificate, Copy of PPO & discharge book in case of Ex-servicemen will be attached after self attestation. For the purpose of Indian Nationality any one of the following document must should also be enclosed with application. (i) Birth Certificate (ii) Domestic Certificate (iii) Nationality Certificate (iv) Indian Passport (v) Permanent Residence certificate
(k)	If the number of application received in response to the advertisement is large and it will not be convenient or possible to arrange examination for all the candidates. The Unit, reserves the right to restrict the number of candidates to reasonable limit on the basis of either percentage of marks obtained in the prescribed in advertisement or experience.
(l)	The Candidates must clearly superscribe "Application for the post of..... on the top of the Envelope and category in Capital letter. The reserved category candidate should also write their category on the left hand corner of the envelope.
(m)	Every applicant must apply separate for each post.
(n)	Incomplete or unsigned application and without Left/Right thumb Impression or application not accompanied by self attested copies of certificate or application received at unit after the last date of receipt of application or without additional photographs duly self attested will be summarily rejected and No correspondence in this regard will be entertained.
(o)	The application can be filled by the candidates either in English/Hindi.
(p)	No boarding or lodging/expenses on travelling for any post will be provided. Candidates must make their own arrangements.
(q)	Application will be accepted only through Registered Post or speed post. The application should be addressed to (Presiding Officer BOO-V), HQ Southern Command C/o. Command Hospital (SC) Pune Cantonment, Wanwadi PIN : 411040 (Maharashtra)
(r)	Usage of unfair means during the exam will be considered as misconduct and will lead to disqualification of the candidature. There may be negative marking in the written exams.
5	Rejection: The following acts/omission would render a candidate/application disqualified. (a) Famishing of false inaccurate or tampered information (b) Improper filling of application (c) Any other reason as observed by the Board of Officer (d) Obtaining supports for his/her candidature through unfair means
6.	The crucial date for determining the age limit will be the closing date for receipt of application from the candidate be 45 days from the date of publication and extra 07days (i.e. 52 days from the date of publication) for candidate in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Nagaland, Tripura Sikkim, Ladak sub-division of Jammu and Kashmir State, Lahaul and Spiti District of Pangi Sub-division of Himachal Pradesh Andaman and Nicobar Islands and Lakshadweep from the area of publication of the advertisement in Employment News. HaryanaJobs.in
7.	Unit will not be responsible for any injury which may occur during the written/physical/Trade test.
8.	Some unscrupulous elements may approach you with the assurance of procuring appointment for you through illegal gratification. You must not fall prey to such false assurance or exploitation and must not entertain or encourage such elements in any way it is emphasized and reassured that selection test will be done on merit only in a transparent manner.

9. Examination Paper and their distribution:-

Paper	Subject	No of Questions	Marks	Duration of Examination
Paper-I	General Intelligence & Reasoning (Objective Multiple Choice Type)	25	25	2 Hours
Paper-II	General Awareness (Objective Multiple Choice Type)	50	50	
Paper-III	General English (Objective Multiple Choice Type)	50	50	
Paper-IV	Numerical Aptitude (Objective Multiple Choice Type)	25	25	CO/OC

The question papers of Written Test will be bilingual i.e. English & Hindi. However, the questions on the portion of English Language subject will be in English only. The question will be of 12th standard for the post of (LDC) and of 10th standard for the post of (Safaiwali, Driver Ord Gde). There may be negative marking also. 10. Relaxation of Age / Fee/Medical Examination/Standard of suitability. Any kind of relaxation to any candidate of any category will be as per DoP&T orders till last date of application.

Station

APPLICATION FORM

Annexure 'A'

Application for the post of _____ Ref Emp News Paper _____ Advertisement No _____ Dated _____

To
The Concerned units



- 1 Full Name (in Block letters) (a) (In Hindi): _____ (in English) _____
- 2 Father's/Husband's Name (in Block letters) _____ Mother's Name (in Block letters) _____
- 3 Date of Birth (as per School Certificate) _____
- 4 Age as on last date of receipt of application _____ Years _____ months _____ days
- 5 Category (tick the correct option) (**Gen/OBC/SC/ST/EWS/PH**) _____ (enclosed certificate)
- 6 (a) Nationality _____ (b) Religion _____
- 7 Address in full with PIN Code and Mobile Number: (a) Communication Address: Village/Mohalla/House No _____ Post Office _____ Tehsil _____ Police Station _____ District _____ State _____ Pin Code _____ Mobile Number _____
(b) Permanent Address: Village/Mohalla/House No _____ Post Office _____ Tehsil _____ Police Station _____ District _____ State _____ Pin Code _____ Mobile Number _____ (c) E-mail ID _____

8 Details of Academic/Technical & Professional Qualifications.

Name of the Exam Passed	Year of Passing	Name of Recognised University/Board of examination	% of marks obtained	Division	Remarks

(Attested copies of certificate in support of above are to be enclosed)

- 9 Experience/if any (please attach certificate) _____
- 10 Whether Govt Servant. if yes, give details of office address, post held, Pay Scale and Date of entry / Govt Service _____

DECLARATION

- 1 I undertake that the above informations furnished is correct and true to the best of my knowledge.
मैं जिम्मेदारी लेता हूँ कि उपरोक्त दी गई जानकारी, मेरी जानकारी के अनुसार पूर्ण सत्य है। अगर If at any stage it is found that informations furnished is wrong or important relevant information was hide किसी भी वक्त यह पाया गया कि उपरोक्त जानकारी गलत है या कोई महत्वपूर्ण जानकारी छुपाई गई है तो then my candidature will be cancelled immediately without any notice. If I am holding any post then my मेरा/मेरी उम्मीदवारी तत्काल प्रभाव से रद्द कर दी जायेगी और अगर मैं पदस्थ हूँ तो मेरी सेवा तत्काल service will be terminated immediately without notice. प्रभाव से, बिना किसी भी सूचना के निरस्त कर दी जायेगी।
- 2 I can be transfer anywhere in India and I am ready to serve at the posted place willingly and मेरा स्थानांतरण भारत में कहीं भी किया जा सकता है और मैं स्वेच्छा और बिना शर्त से स्थानांतरित जगह without any condition. पर अपनी सेवा देने को तैयार हूँ।
- 3 I am aware and I have no objection that number of vacancies advertised for which I have मुझे पता है और मुझे कोई आपत्ती नहीं है कि विज्ञापित पद, जिसके लिये मैंने आवेदन किया है, कि रिक्त applied can be abolished/decreased/increased without any notice before declaration of final result. संख्या कभी भी बिना पूर्व सूचना के, परिणाम घोषित होने से पहले, रद्द/घटाई/बढ़ाई जा सकती है।

Signature of the Candidate
Name _____

Encl : 1. Three Self Attested Photographs 2. Postal Order/DD in favour of " _____ " Postal Order/DD No. _____ & Date _____ for Rs 100/-
3. Attested copies of certificate: (_____) sheets



(Left Thumb Impression of Male Candidate Right Thumb impression in case of Female Candidate)

Signature of the Candidate
Name _____

Details should be promptly/boldly given in the advertisement.