

GOVERNMENT OF INDIA
DEPTT. OF DEFENCE PRODUCTION (DGQA)
SENIOR QUALITY ASSURANCE ESTABLISHMENT (SMALL ARMS)
PO: ICHAPUR – NAWABGANJ, DIST : 24 PARGANAS (NORTH)
WEST BENGAL – 743 144

1. Applications are invited from Indian Nationals for filling up the post of Technician (Skilled) a Central Service Group 'C' Non-Gazetted, Industrial, Non-Ministerial Post from candidates fulfilling the undermentioned qualitative requirements.

- (a) Name of post : Technician (Skilled)
- (b) Place of work : Ichapur-Nawabganj, 24 Pgs.(N)
- (c) No. of post : 08 (UR - 04, OBC - 03 & ST - 01)
- (d) Pay Scale : Pay Band-1 i.e. Rs.5200–20,200/- plus Grade Pay Rs.1900/-
- (e) Educational Qualifications : Essential
- (i) Matriculation (10th Class Pass) from a recognized Board.
- (ii) ITI Pass Certificate in the Fitter/ Machinist Trade or its equivalent Defence Services Tradesman Course approved by the Central Govt. or State Govt.
- (iii) One year experience in the specified trade from a recognized Organisation or Undertaking.
- (f) Age limit : 18 to 27 years as on the closing date for receipt of Applications.

RELAXATION

- (i) 30 years in case of candidates belongs to OBC and 32 years in case of candidates belongs to the ST.
- (ii) Departmental Candidates upto the age of 40 years in case of General Candidates, 43 years in case of OBC and 45 years in case of ST.
- (g) Probation Period : Two years.

2. Applications should be addressed to the Senior Quality Assurance Officer, Senior Quality Assurance Estt.(Small Arms), PO : Ichapur-Nawabganj, Dist : 24 Pgs(N), W.B. Pin 743 144 clearly super-scribing "Application for the Post of Technician(Skilled)" on the top of the envelop and the same should reach within 21 days from the date of publication of the advertisement.

Contd.....P/2

IMPORTANT INSTRUCTIONS TO THE CANDIDATES / APPLICANTS

1. The applications in the proforma given in Appendix-'A' duly typed or neatly handwritten on a plain paper, supported with attested copies of relevant certificates should be forwarded by post only.
2. Incomplete application in any respect will be summarily rejected and no further correspondence will be entertained in this regard. Incomplete or unsigned application without supporting documents or received after due date will be liable to be rejected. The authority reserves the right to reject the candidature of such candidates.
3. Submission of false / incorrect / incomplete information, and / or dubious / bogus documents shall disqualify the candidate.
4. Only selected candidate will be informed of about his / her selection, after completion of selection process.
5. The New Pension Scheme i.e. Defined Contributory Pension Scheme is compulsory for all Central Govt. Employees who are appointed on or after 01-01-2004.
6. The applicant /candidate should ensure that copies of under mentioned list of documents duly attested by serving Central or State Government Gazetted Officer is attached to the application.
 - (a) Matriculation certificate.
 - (b) Date of Birth Certificate from valid registered authority.
 - (c) ITI certificate in the Fitter/Machinist Trade or its equivalent Defence Services Tradesman Course approved by the Central or State Govt. (Provisional Certificate are not acceptable).
 - (d) Caste Certificate in case of Age relaxation.
 - (e) Discharge Certificate in case of Ex-Serviceman.
 - (f) Non-Creamy layer certificate in case of OBC.
 - (g) NOC in case of serving Government employee.
 - (h) Experience certificate (It must contain period with date, name of the post held, salary drawn and nature of work done).
7. Persons working in Central/State/PSUs must apply through proper channel along with a No Objection Certificate (NOC) from their establishment/Unit stating that no disciplinary/vigilance case is pending against the individual.
08. Date, Venue and time of Written Examination and Skill/Trade Test will be intimated to short listed candidates only.
09. No TA will be paid for appearing in the Written Test/Trade Test.
10. Three numbers of photographs, all attested by a serving Gazetted Officer of Central or State Govt. are required i.e. one copy of passport size photo to be affixed on the top right side of the application form, one photo each to be affixed on the Admit Card which is to be submitted in duplicate. Candidates are required to submit a self addressed stamped envelope (Rs.5/-) of size 25x10 cms alongwith the application.
11. Any approach / recommendation in any form will be liable to disqualification and candidature of such candidates will be liable to be cancelled.
12. Mere submission of application will not confer any right on the applicant to be called for written test.

Note :-

All candidates who have applied earlier for the same post against DAVP 10203/11/0031/1516 of Employment News 19-25 Sep 2015, need not apply again.

PROFORMA FOR APPLICATION

Name of the Post applied for : _____

Advertisement No. _____

Employment Exchange Registration No. _____ NCO Code No. _____ Date _____

1. Name of the candidate : _____
(in block letters)

2. Father's Name : _____

3. Whether belongs to UR/SC/ST/OBC/PH/EXSM: _____
(Attach Xerox copy of Certificate duly attested / issued from
Competent Authority)

4. Date of Birth : _____
(in Christian Era)
(Attach certificate duly attested)

5. Nationality : _____

Affix self passport size photograph duly attested by a serving Gazetted Officer

6. Educational Qualifications
(Attested copies of certificate
to be enclosed)

Exam Passed	Year	Division % of marks	Subject	Board/ University

7. Professional/Technical Qualification : _____
(Attach certificate duly attested)

8. Experience
(Attach certificate duly
Attested)

Name of Unit	Post	Period		Pay	Description of work
		From	To		

9. Present Postal Address : _____
for correspondence

10. Any other relevant information : _____

- (a) Sports Achievement (District / State Level)
 - (b) NCC / NSS etc.
- (Attached Certificate duly attested)

DECLARATION

I do hereby declare that the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility detected before or after test / interview, my candidature for appointment will stand automatically cancelled without any notice and all claims for the recruitment will stand forfeited.

Encl : Sheets

Place :

Date :

(Signature of the Applicant) -
Name, in Full :

4-

ADMIT CARD

(On a separate sheet of paper in double space)

(Admit Card should be submitted in duplicate)

Serial No.1, 2 & 3 only to be filled by the candidates)

1. Name (In block letters)
2. Full address for communication (with pin Code)
3. Post applied for
4. Date of Test
5. Time of Test / Trade Test
6. Venue of Test
7. All documents/testimonials in original regarding Date of Birth, Category, Qualification & experience etc. will have to be produced at the time of the written test /skill test, failing which the authority reserves the right to reject the candidature. Provisional Certificate will not be acceptable.

Affix self
passport size
photograph
duly attested
by a serving
Gazetted
Officer.

Signature of the Candidate

Handwritten signature
10203/11/0071/1516