

**GOVERNMENT OF INDIA, MINISTRY OF DEFENCE**

**5121 ASC BN (MT) (CIV (GT)**

**RECRUITMENT NOTICE 01/2015**

**APPLICATIONS ARE INVITED FROM ELIGIBLE INDIAN NATIONALS TO  
FILL UP FOLLOWING VACANCIES: GROUP 'C' (ERSTWHILE GROUP 'D')**

**Note :** Please read instructions carefully before filling up of Application Form. Non completion of any one / or more instruction(s) will entail outright rejection of application.

Name of Post	Pay Band & Grade Pay (Rs)	Essential Qualification and Experience	Category			
			Gen (UR)	SC	OBC	Total Posts
Safaiwala (Multi Tasking staff) (For male candidate only)	PB-1(5200-20200 GP-1800.00	(a) Matriculation Pass or equivalent from a recognized Board. (b) Conversant with the duties of the respective trade with one year's experience in the trade.	01	-	-	01
Lower Division Clerk (LDC) (For male & female candidate)	PB-1(5200-20200 GP-1900.00	(a) 12 <sup>th</sup> Class or equivalent qualification from a recognized Board or University. (b) Must pass English Typing @ 35 w.p.m or Hindi Typing @ 30 w.p.m on computer (35 words per minute and 30 words per minute corresponding to 10500/9000 KDPH on an average of 5 key depressions for each word.	-	-	01	01
Cook (For male candidate only)	PB-1(5200-20200 GP-1900.00	(a) Matriculation or Equivalent from a Recognized Board. (b) Must have knowledge of Indian cooking and proficiency in trade.	-	-	02	02
Cleaner (For Vehicles) (For male candidate only)	Pay Band-1 Rs.5200-20200 with Grade Pay of Rs 1800.00	(a) 10 <sup>th</sup> Standard pass or equivalent from a recognised Board. (b) Should be proficient in trade.	-	01	01	02
Civilian Motor Driver (Ordinary Grade) (For male candidate only)	PB-1(5200-20200 GP-1900.00	(a) Matriculation Pass or Equivalent from a Recognized Board. (b) Must possess the Civil Driving License for Heavy Motor Vehicles and have minimum two years experience of driving such vehicles thereafter. (c) Two years driving experience must commence after date of issue of Civil Heavy Motor Vehicles Driving License.	48	26	20	94@ @ (09 posts reserved for Ex-Servicemen)*

Npte - 1. Weightage for written test, practical test and interview will be in the ratio 40:40:20 for the post of Cook, Cleaner, Civil Motor Driver and for the post of LDC weightage for written test and interview will be in the ratio 80:20.

2. All post applicable for male candidate only except for LDC.

**Abbreviations :** Gen (UR) – General (Unreserved), SC - Scheduled Caste, OBC – Other Backward Classes.

**Note :** Above vacs are provisional and indicative of the number of vacancies and subject to change (increase/decrease) at a later stage without any further notification.

1. **Age Limit** (For the post LDC, Cleaner, Safaiwala & Cook) :-

- (a) 18 to 25 yrs for UR Candidates.
- (b) 18 to 28 yrs for OBC Candidates.
- (c) 18 to 30 yrs for SC Candidates.

2. **Age Limit** (For the post Civilian Motor Driver (Ordinary Grade)) :-

- (a) 18 to 27 yrs for UR Candidates.
- (b) 18 to 30 yrs for OBC Candidates.
- (c) 18 to 32 yrs for SC Candidates.

3. **Age Limit for** :-

(a) **Ex-Servicemen**. Resultant age after deducting period of service from actual age should not exceed prescribed age limit by more than 3 years. Calculation of age shall be as per the category for which the application has been made. No physical test will be conducted for Ex-Servicemen. On selection, Ex-Servicemen will be adjusted against respective category i.e Gen/SC/OBC.

(b) **Meritorious Sports Persons**. The age limit is 18 to 30 yrs for UR, 18 to 33 yrs for OBC and 18 to 35 yrs for SC category. Meritorious sports persons should be in possession of certificate of the competition awarded by following authorities :-

- (i) **International competition** – Secretary of the National Federation of the game concerned.
- (ii) **National competition** – Secretary of the National Federation OR Secretary of the State Sports Association of the game concerned.
- (iii) **Inter University Tournament** - Dean of sports OR other officer in overall charge of sports of the University concerned.
- (iv) **Physical Efficiency Drive** – Secretary or the officer in overall charge of physical efficiency in the Govt of India, Ministry of Education and Social Welfare.

(c) Age relaxation upto five years is available for candidates who have originally been domiciled in the State of Jammu & Kashmir during the period from 01-01-1980 to 31-12-1989 or as per Govt Policy/Orders as applicable. Photocopy of certificate to this effect issued either by District Magistrate concerned within whose jurisdiction the candidate is ordinarily residing or other authority designated in this behalf by the Govt of Jammu & Kashmir be attached with Application and original one to be produced at the time of Interview.

(d) Age relaxable for government servants for the post LDC, Cleaner & Cook upto the age of 40 years in the case of Gen/UR candidates and upto 45 years in the case of candidates belonging to the SC/OBC category and for the post of Safaiwala upto the age of 35 years as per orders or instruction issued by the Central Government from time to time.

(e) No age relaxation is admissible to SC/OBC candidates applying against unreserved posts.

4. The lower/upper age limits prescribed for the post i.e cutoff date will be **21 days** from the date of publication of this advertisement i.e the last date of receipt of application by the appointing authority.

### PROBATION PERIOD

5. All posts are temporary but likely to be permanent after a probation period of two years from the physical date of appointment.

6. Candidates after selection will be subject to All India Service Liability Rule, Field Service Rules and Army Act 1950. (All India Liability – candidates can be transferred to anywhere in India including field area transfer liability).

7. Selection will be subject to the performance of candidates in the undermentioned tests :-

(a) **Test Paper, Stds and Marking System.** The Board of Officers(s), so detailed, shall test the candidates appearing for following tests and mark the candidates as under :-

Ser No	Test	Timings/ Benchmark	Pass Marks/ Weightage Min 33%	Max Marks / Weightage
(i)	<b>Physical Endurance Test</b> (Not applicable for the post of LDC & Ex Servicemen) (aa) 1.6 Kms Run (ab) Bent Knee Situps (ac) Chin Ups (ad) 9" Ditch	7 mins 15 Nos 04 Nos Qualify	Pass / Fail	<b>None</b> of these tests carry any marks toward selection.
(ii)	Written Test	2 hours	66 / 26.4 for the post of LDC & 49.5 / 13.2 for other posts	200 / 80 for the post of LDC & 150 / 40 for other posts
(iii)	Practical Test	-	33 / 13.2 (except for the post of LDC)	100 / 40 (for all posts other than LDC)
(iv)	Interview	-	13.2 / 6.6	40 / 20

8. Unit will not (**WILL NOT**) be responsible to pay for any damages in case of injury/death to / of any candidate during various tests / interview and thereafter.

9. Physical Tests will be carried out as laid out above in sequence. Candidates will be disqualified immediately on failing to qualify any of the event given above and will not (**WILL NOT**) be permitted to appear in next event / subsequent tests. The candidate will be immediately escorted out of unit premises / test venue.

10. **Written Test** The...

candidate will be immediately escorted out of unit premises / test venue.

10. **Written Test.** The written test will comprise of four parts as per the details mentioned below and the Question-Paper-cum-Answer Sheet of Written Test will be bilingual i.e in English and Hindi, However, the questions on the portion of English language will be in English only. Candidates scoring min 33% marks in each part will be considered pass.

(a) **For Lower Division Clerk (LDC)**

Paper	Subject (All parts will be objective Multiple Choice Type)	No of Questions	Marks	Minimum marks required in each part	Negative Marking	Total Duration
Part - I	General Intelligence	50	50	16.50	0.25 marks for each wrong answer	2 hrs
Part - II	English Language	50	50	16.50		
Part - III	Numerical Aptitude	50	50	16.50		
Part- IV	General Awareness	50	50	16.50		
	<b>Total</b>	<b>200</b>	<b>200</b>	<b>66</b>		

(b) **For CMD (OG), Cleaner, Safaiwala, & Cook.**

Paper	Subject (All parts will be objective Multiple Choice Type)	No of Questions	Marks	Minimum marks required in each part	Negative Marking	Total Duration
Part - I	General Intelligence	25	25	8.25	0.25 marks for each wrong answer	2 hrs
Part - II	Numerical Aptitude	25	25	8.25		
Part - III	General English	50	50	16.50		
Part - IV	General Awareness	50	50	16.50		
	<b>Total</b>	<b>150</b>	<b>150</b>	<b>49.50</b>		

(c) **Syllabus for LDC (Commensurate to Educational Standard of 12<sup>th</sup> Class or Equivalent)**

(d) **Syllabus for CMD (OG), Cleaner, Safaiwala & Cook (Commensurate to Educational Standard of 10<sup>th</sup> Class or Equivalent)**

(e) **Writer Test Part-I,II,III & IV Details.**

(i) **Part I - General Intelligence** : It would include questions of both verbal and non-verbal type. The test will include questions on analogies, similarities and differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, verbal and figure classification, arithmetical number series, non-verbal series etc. The test will also include questions designed to test the candidate's abilities to deal with abstract ideas and symbols and their relationship, arithmetical computation and other analytical functions.

(ii) **Part II - English Language**: In addition to the testing of candidates understanding of the English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage, etc his / her writing ability would also be tested.

(iii) **Part III - Numerical Aptitude**. This paper will include questions on problems relating to Number Systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental arithmetical operations, Percentages. Ratio and Proportion, Averages, Interest, Profit and Loss, Discount, use of Tables and Graphs, Mensuration, Time and Distance, Ratio and Time, Time and Work etc.

(iv) **Part IV - General Awareness**. Questions will be designed to test the ability of the candidate's general awareness of the environment around him and its application to society. Questions will also be designed to test knowledge of current events and of such matters of everyday observation and experience in their scientific aspects as may be expected of an educated person. The test will also include questions relating to India and its neighbouring countries especially pertaining to Sports, History, Culture, Geography, Economic scene, General Polity including Indian Constitution, and Scientific Research etc. These questions will be such that they do not require a special study of any discipline.

**NOTE - I** : Only those candidates who secure at least the minimum qualifying marks ie 33% in the written examination, will be called for skill /practical test without disclosing their marks in the said test. Candidates failing to qualify the written test will not (WILL NOT) be permitted to appear in next event / subsequent tests and the marks obtained will not be disclosed to them either.

(d) **Skill Test for LDCs.** Typing test will be of qualifying nature only. English typing @ 35 w.p.m OR Hindi typing @ 30 w.p.m (Time allowed 10 minutes). Typing test will only be conducted for those candidates who qualify in the Written Examination.

11. Selection will also be subject to the following conditions :-

- (a) Medical Fitness tests.
- (b) Verification of Character and Antecedents.
- (c) Verification of SC and OBC status (Belonging / Not belonging to creamy layer)
- (d) Verification of Education qualification certificates & Experience certificates.
- (e) Verification of all Certificates/document from issuing Authority.

12. Verification of all documents mentioned at Para 11 (b) to (e) are required to be verified within 90 days of initial despatch of letters to various departments / agencies etc for document verification. In case any / some / all such letters draw no response within this stipulated time the candidature of the candidate(s) will stand terminated. 90 days time is sufficient for despatching reminders & leveraging provisions of RTI Act 2005.

13. It may be noted that document verification is just another stage in the selection process. Merely being called for verification of documents does not indicate that his/her name will also appear in the final merit list. There may occur changes in the merit position including exclusion from the zone of consideration. Candidature of a candidate may be cancelled at any stage of the recruitment in case of violation of necessary instruction/conditions/eligibility.

**CENTRE FOR TESTS/INTERVIEW**

14. Test/Interview will be held at 5121 ASC Bn (MT) (Nearest Railway Station, Pathankot Cantt / Pathankot, Punjab) or at a place decided and promulgated by Appointing Authority on dates mentioned in the Acknowledgement Card (Appx B). Applicants should report to 5121 ASC Bn (MT) or as directed on the date and time of test/interview as mentioned therein. No separate letter will be issued for the same. Acknowledgement Card will be dispatched by Registered Post to only those applicants whose applications and all supporting documents are found complete and correct in terms of age, mandatory educational qualification and other parameters as mentioned above. Incomplete applications will be rejected and no correspondence will be made / entertained in this regard. Candidates not in possession of the Acknowledgement Card will stand automatically disqualified. The tests will be conducted over a period of six to eight (6-8) days and candidates should be prepared for the same. No lodging and boarding or traveling allowance will be provided by this unit.

- 4 -

### How to Apply

15. Candidates fulfilling the conditions can submit their application only by **REGISTERED / SPEED POST** as per the format given at **Appendix 'A' to 'B'** in this advertisement and must attach duly attested photocopies of undermentioned documents from (a) to (g) as applicable duly attested. The photograph and document should be attested **by the same Serving Group A / B Gazetted Officer** (as per DOPT's Order No **S.O.946(E)** dated **09 Apr 2009**) ([www.persmin.nic.in/dopt.asp](http://www.persmin.nic.in/dopt.asp)) alongwith the application. **If applying for more than one post, separate applications in separate envelopes should be sent for each post.** Original certificates are not (NOT) to be dispatched with application form, and should be brought in person on the day of the written test. Despatch of original documents will entail outright rejection :-

- (a) Education Qualification Certificate.
- (b) Caste Certificate (as per **Appendix 'C'** or **Appendix 'D'** as applicable).
- (c) Discharge Certificate where applicable (for Ex-serviceman).
- (d) Birth Certificate.
- (e) Heavy Motor Vehicle Driving Licence issued by RTO (for Civilian Motor Driver (OG) post only).
- (f) Experience Certificate.
- (g) Domicile Certificate.

Note for For Ex-servicemen - (i) **Soldiers Served as Driver (MT)**. Civil heavy motor vehicle driving Licence and minimum two years experience certificate, discharge book mentioning experience as driver required alongwith above mentioned documents.

(ii) **Soldiers Served as Soldier (GD)**. Civil heavy motor vehicle driving Licence and minimum two years experience certificate required alongwith above mentioned documents. Experience cert issued by unit will be accepted.

(iii) Minimum two years **heavy motor vehicle driving experience** should be after the Date of issue of civil heavy motor driving licence.

16. Candidates will enclose a self addressed envelope, affixing postal stamps of Rs. 25/- alongwith the application required for despatch of Acknowledgement / Admit Card if screened successfully so as to reach **Commanding Officer, 5121 ASC BN (MT), PIN: 905121 C/O 56 APO within 21 (TWENTY ONE) days** from the date of publication of this advertisement. The candidates are required to superscribe on the top of envelope **"APPLICATION FOR THE POST OF " " ALONG WITH SELF & FATHER's NAME**. Acknowledgement/Admit Card and Certificate from Attesting Authority to be typed on separate A4 size plain papers as per **Appendix 'B'**. Application will not (**WILL NOT**) be entertained without Appendix 'B' or non receipt of separate envelope duly affixed with postal stamps of Rs.25/- and after closing date i.e. 21 days from the date of publication of this advertisement notice in Employment News and / or other Newspapers.

17. Individual who has furnished wrong information in the application form, false certificate to avail benefits / reservation, false/wrong information in the application form regarding relatives or who have fully or partially suppressed any material information shall be liable to cancellation of candidature at any stage of recruitment process and / or termination of service, if the candidate has been selected.

- 5 -

Appendix 'A'

**FORM OF APPLICATION**  
**(Form should be filled in only blue ink by ball point pen in own hand)**  
**APPLICATION FOR THE POST OF**  
**IN 5121 ASC BN (MT) CIV (GT)**

1. (a) Post applied for \_\_\_\_\_

(b) Have you also applied for any other post featured in this advt : **(Yes/No)**  
**Safaiwala/Lower Division Clerk/Cleaner/Cook/Civilian Motor Driver.** (If yes tick the post /posts applied for).

2. Name of the candidate \_\_\_\_\_  
(IN BLOCK LETTERS)

3. Father's Name \_\_\_\_\_

4. Date of birth \_\_\_\_/\_\_\_\_/\_\_\_\_ (As per Birth Certificate & attach photocopy duly stamped & attested by Serving Gazetted Officer Group A/B or equivalent) .

5. Age as on last date prescribed for receipt of application (Years \_\_\_\_\_ Months \_\_\_\_\_ Days \_\_\_\_\_)

6. Identification Mark \_\_\_\_\_

7. Address for Correspondence :-  
House No/Street/Village \_\_\_\_\_ Post Office \_\_\_\_\_  
Tehsil \_\_\_\_\_ Distt \_\_\_\_\_ State \_\_\_\_\_  
PIN Code \_\_\_\_\_

8. Permanent Address :-  
House No/Street/Village \_\_\_\_\_ Post Office \_\_\_\_\_  
Tehsil \_\_\_\_\_ Distt \_\_\_\_\_ State \_\_\_\_\_  
PIN Code \_\_\_\_\_

9. Caste (Gen (UR)/OBC/SC) \_\_\_\_\_ (Attach photocopy duly stamped & attested by Serving Gazetted Officer Group A/B **(applicable for OBC/SC candidate only)** or equivalent .

Paste a passport size coloured photograph duly stamped & attested by a Serving Group A / B Gazetted Officer

10. Category for which applied (Gen/OBC/SC/Ex Serviceman) \_\_\_\_\_
11. Education Qualification \_\_\_\_\_ (Attach photocopy duly stamped & attested by Serving Gazetted Officer Group A/B) or equivalent.
12. Experience Certificate (For the post of Safaiwala only) for one year with date of issue (must be after passing 10<sup>th</sup> class) (Attach photocopy duly stamped & attested by Serving Gazetted Officer Group A/B) or equivalent.
13. Civil Driving Licence (for the post of Civilian Motor Driver (OG) only) No \_\_\_\_\_ dated \_\_\_\_\_ for heavy vehicle valid upto \_\_\_\_\_ (with date) issued by \_\_\_\_\_ (Attach photocopy duly stamped & attested by Serving Gazetted Officer Group A/B) or equivalent.
14. Driving Experience Certificate (for heavy vehicles) (for the post of Civilian Motor Driver (OG) only) for two years with date of issue (must be after the date of issue of Driving Licence & attach photocopy duly stamped & attested by Serving Gazetted Officer Group A/B or equivalent.
15. Choice / option for Typing Test (for the post of Lower Division Clerk (LDC) only) : **(ENGLISH / HINDI)**.
16. Domicile Certificate \_\_\_\_\_ (Attach photocopy duly stamped & attested by Serving Gazetted Officer Group A/B) or equivalent
17. Option for the reservation category of OBC/SC (tick any one only) - Signature \_\_\_\_\_

(a) **Option – I.** I am OBC / SC candidate but have applied against the vacancy of general category, I will not avail the relaxation/service benefits/promotional benefits etc as admissible to the candidates belonging to OBC & SC categories.

**OR**

(b) **Option – II.** I am OBC / SC candidate and have applied against the vacancy of OBC / SC category, I will avail the relaxation/service benefits/promotional benefits etc as admissible to the candidates belonging to OBC & SC categories.

19. I hereby certify that above particulars mentioned in the application are correct and true to the best of my knowledge and belief, if particulars mentioned by me are found false at any stage then I shall be liable to be terminated without any notice.

Date \_\_\_\_\_

LEFT HAND THUMB IMPRESSION (For Male)

RIGHT HAND THUMB IMPRESSION (For Female)

(Signature of the candidate)

**FOR OFFICIAL RECORDS ONLY**

1.	Received on	
2.	Accepted/Rejected	
3.	Reasons for rejection	Underage/Overage/ Incomplete Documents/Any other reason to be specified
4.	Index No	
5.	Date of Test/Interview	

Presiding Officer

6-



- 6 -

**ACKNOWLEDGEMENT / ADMIT CARD**  
**(Form should be filled in only blue ink by ball point pen in own hand)**  
**(IN DUPLICATE)**

**TO BE FILLED IN BY CANDIDATE**

1. Post applied for \_\_\_\_\_

2. Name \_\_\_\_\_

3. Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

4. Father's Name \_\_\_\_\_

5. Category : OBC/SC/Gen(UR)/Ex-Servicemen \_\_\_\_\_

6. Address for Correspondence  
{(To be filled same as per Column 7 of application form (Appx 'A'))}

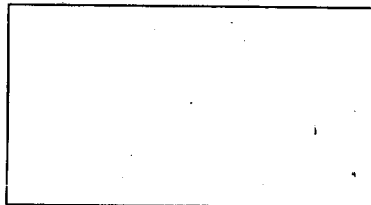
House No/Street/Village \_\_\_\_\_

Post Office \_\_\_\_\_ Tehsil \_\_\_\_\_

Distt: \_\_\_\_\_ State \_\_\_\_\_

PIN Code \_\_\_\_\_

7. Identification Mark \_\_\_\_\_



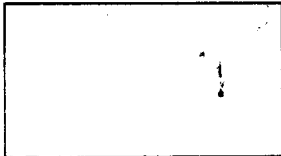
LEFT HAND THUMB IMPRESSION (FOR MALE)  
RIGHT HAND THUMB IMPRESSION (FOR FEMALE)

Paste a passport size  
coloured photograph  
duly stamped &  
attested by a Serving  
Group A / B Gazetted  
Officer

(Signature of Candidate)

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

8. Index No \_\_\_\_\_
9. Date and Time of Written Test / Practical Test/ Interview \_\_\_\_\_
10. Venue of Written Test / Practical Test/ Interview \_\_\_\_\_
11. Candidate should report to above venue at \_\_\_\_\_ hrs on \_\_\_\_\_ alongwith the ORIGINAL documents / Certificates as mentioned in Para 16 (How to Apply) of this advertisement.
12. Production of this letter in original is mandatory for entry. Entry will be denied in case not produced or reported late on above given date & time.



(Signature of Presiding Officer)

**Chest No**

(To be filled on reporting of individual)



- 7 -

## GENERAL INSTRUCTIONS

1. All part of the application to be filled the candidate in their own hand by blue pall point pen only.
2. Before applying for the post, the candidates should ensure that he fulfills the eligibility and other criteria. Recruitment authorities would be free to reject application not fulfilling the requisite criteria, at any stage of recruitment, and if erroneously appointed, such candidates shall be liable to termination from service if appointed.
3. No **(NO)** application will be accepted in person by hand or through any representative. The application must be posted to the addressee only under **REGISTERED / SPEED POST**. Application posted through Normal Post & Courier etc will not **(WILL NOT)** be accepted. The unit will not **(WILL NOT)** be responsible for any kind of postal delay either in receipt of application or in dispatch of acknowledgement cards. Two applications will not **(WILL NOT)** be accepted in a single envelope.
4. No **(NO)** travelling allowance will be admissible for the test/interview. Candidates will make their own boarding/lodging arrangement for test/interview. Unit 5121 ASC Bn (MT) will not **(WILL NOT)** be responsible to pay for any damages in case of injury/death of candidate during various tests / interview.
5. Date, time and place of test/interview will be mentioned in the Acknowledgement Card. No separate letter except Acknowledgment Card will be issued. **'At the time of test / interview' the candidates should be in possession of original stamped Acknowledgment / Admit Card sent by this unit, all ORIGINAL certificates in support of age, educational qualification, experience, caste, and registration certificate from their local Employment Exchange names already registered with them. Individuals who are not in possession of Acknowledgement / Admit Card or original certificates will not be entertained.**
6. Application which is incomplete, incorrect, wrongly filled, without signature, without photograph, photo with wearing cap and goggles/coloured glasses, or without enclosing attested copies of photograph / documents by same serving Group A / B Gazetted Officer or equivalent if applicant is found under / over age on last date of receipt of application will be rejected on the spot without any reasons/notice. Application can also be rejected by any other reason as observed by the Board of Officers.
7. Candidates living with more than one spouse or married another spouse while the first spouse is alive are not eligible to apply, if such case(s) comes to light at any stage of recruitment or post appointment stage the appointing authority will terminate the appointment.
8. Candidates already employed in Centre/State Govt offices/PSU should submit their application through proper channel duly submitting service certificate and **'No Objection Certificate'** from the employer.
9. The number of candidates to be called for written test/interview will be restricted to ten times of the number of vacancies. A bench mark percentage will be fixed for the same depending on the number of applicants. Since the applications may be short-listed, mere fulfillment of essential qualifications and experience does not vest any right in a candidate for being called for written/physical test/interviews. All applications received will be scrutinized / screened and Selection Board / Board of Officers(s) so detailed will organize a written test and subsequently for practical test and interview. The Selection Board / Board of Officers reserves the right to call for Test/interview only screened-in candidates and will not entertain any correspondence in this regard.
10. A select panel equal to the number of vacancies notified and based on the performance of candidates in written test, practical test and interview will be drawn up. All the candidates on the select panel will be offered an appointment subject to medical fitness test, Police verification, Education and Caste certificate verification before actual appointments. The reserve panel will be operated strictly as per merit only in case a candidate from the select panel refuses appointment or is disqualified. The reserve panel will not be operated for any subsequent recruitment i.e. additional vacancies in the same year or next year.

11. Candidate who apply against OBC category shall attach and produce "Other Backward Class" certificate applicable for Central Government service and not the "Backward Class" Certificate duly signed by the appropriate authority.
12. Commanding Officer, 5121 ASC Bn (MT) reserves the right to withdraw the vacancies and terminate the appointment during the period of probation without assigning any reasons.
13. Medium of writing in application form and test etc will be in Hindi / English only.
14. The date of publication will be the first day towards the accounting of number of days for submission of applications.
15. The recruitment process can be cancelled / suspended / postponed without assigning any specific reasons. The decision of Appointing Authority will be final and no (NO) appeal will be entertained. Recruitment will be carried out as per latest amendments and all prevailing Government Rules and Regulations.
16. All candidates considered for selection should have passed in each test. The candidates not passing in any test will not (WILL NOT) be permitted to appear in the subsequent test(s). The minimum standard for passing in each test will be as under :-
- |     |                |   |  |
|-----|----------------|---|--|
| (a) | Written Test   | - | Minimum 33% in each Part.                |
| (b) | Practical Test | - | Minimum 33% out of total marks allotted. |
| (c) | Interview      | - | Minimum 33% out of total marks allotted. |
17. Any dispute with regards to the recruitment will be subject to jurisdiction of Pathankot Civil Courts.
18. Candidates application will be rejected if "POST APPLIED FOR" column & SELF & FATHER's name is left blank on the envelope submitted by the candidate alongwith application.
19. SC/OBC candidates who apply against un-reserved post will not be given any age or other concession meant for SC/OBC. Similarly, SC/OBC candidates selected on merit vis-à-vis the general candidates would not be counted towards SC/OBC quota.
20. Ex-Servicemen and Meritorious Sportsmen will be selected first and will occupy the slot of SC/OBC/Gen(UR) i.e from any category they belong to and will be adjusted horizontally against the particular category as per post based reservation roster. Reservation for rest of the category will be worked out after filling up vacancies for Ex-serviceman and Meritorious sportsman.

**WARNING:-**

21. All the candidates are warned to be careful from **self styled agents/touts** and also requested to report the same to the Commanding Officer 5121 ASC Bn (MT) against any malpractice seen / observed by them.
22. Any mis-representation of facts or other details shall invite rejection of candidature and registration of criminal proceedings against such candidate(s).

File No:251/Rect/ST-12 (Civ)

Date : Jan 2015

Commanding Officer



FORM OF CERTIFICATE PRESCRIBED

Form of Certificate as prescribed in M.H.A., O.M. No. 42/21/49-N.G.S., dated 28-1-1952 as revised Dept. of Per, & A.R, Letter No 36012/6/76-Estt. (S.C.T). dated 29-10-1977, to be produced by a candidate belonging to a Scheduled Caste or Scheduled Tribe in support of his claim.

FORM OF CASTE CERTIFICATE

1. This is to certify that Shri/Shrimati \*/Kumari\*..... Son/daughter \* of  
..... Of village/ town \* ..... In District/ Division \* .....  
the State/ Union Territory \* ..... belongs to the .....

Caste/ Tribe \* which is recognized as a Scheduled Caste

Scheduled Tribe \*

Under:

The Constitution (Scheduled Castes) Order, 1950.

\*The Constitution (Scheduled Tribes) Order, 1950.

\*The Constitution (Scheduled Castes) (Union Territories) Order, 1951.

\*The Constitution (Scheduled Tribes) (Union Territories) Order, 1951.

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

\*The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956.

\*The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959, as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976.

\*The Constitution (Dadra and Nagar Haveli) Scheduled Castes Orders, 1962.

\*The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Orders, 1962.

\*The Constitution (Pondicherry) Scheduled Castes Orders, 1964.

\*The Constitution (Uttar Pradesh) Scheduled Tribes Orders, 1967.

\*The Constitution (Goa, Daman and Diu) Scheduled Castes Orders, 1968.

\*The Constitution (Goa, Daman and Diu) Scheduled Tribes Orders, 1968.

\*The Constitution (Nagaland) Scheduled Tribes Orders, 1970.

\*The Constitution (Sikkim) Scheduled Castes Orders, 1978.

\*The Constitution (Sikkim) Scheduled Tribes Orders, 1978.

\*The Constitution (Jammu and Kashmir) Scheduled Tribes Orders, 1989.

\*The Constitution (Scheduled Castes) Orders (Amendment), Act, 1990.

\*The Constitution (Scheduled Tribes) Orders (Amendment), Act, 1991.

\*The Constitution (Scheduled Tribes) Orders Second Amendment Act, 1991.

2. \*\*This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes Certificate issued to Shri/Shrimati\*..... Father/ Mother\* of Shri/Shrimati/Kumari\* ..... of village/town\*..... In the District/Division\*..... of the State/Union Territory\* ..... Who belong to the Caste/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 .....

---

\* Please delete the words which are not applicable.

\*\* Applicable in the case of SCs, STs persons who have migrated from one State/UT

---

**AUTHORITIES EMPOWERED TO ISSUE CASTE CERTIFICATE**

(G.I., Dept. of Per & Trg., O.M. No. 36012/6/88-Estt.(SCT), (SRD, III) dated 24-4-1990)

The undermentioned authorities have been empowered to issue Caste Certificates of verification :-

1. District Magistrate/ Additional District Magistrate/ Collector / Deputy Commissioner/ Additional deputy Commissioner/ Deputy collector/ Ist Class Stipendiary Magistrate/ Sub Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner.
2. Chief Presidency, Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.
3. Revenue Officer not below the rank of Tehsildar.
4. Sub-Divisional Officer of the area where the candidate and/ or his family normally resides.

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING  
FOR APPOINTMENT TO POSTS UNDER THE  
GOVERNMENT OF INDIA

(G.I., Dept. of Per & Trg., O.M. No. 36033/28/94-Estt.(Res), dated 2-7-1997)

This is to certify that ..... son of ..... of village  
..... District/ Division..... in the ..... State  
..... Belongs to the ..... Community which is recognized as a  
Backward Class under \_\_\_\_\_

- \*(i) Government of India, Ministry of Welfare, Resolution No 12011/68/93-BCC(c), dated the 10<sup>th</sup> September, 1993, published in the Gazette of India, Extraordinary, Part-I, Section I, No 186, dated the 13<sup>th</sup> September, 1993.
- \*(ii) Government of India, Ministry of Welfare, Resolution No 12011/9/94-BCC, dated the 19<sup>th</sup> October, 1994, published in the Gazette of India, Extraordinary, Part-I, Section I, No 163, dated the 20<sup>th</sup> October, 1994.
- \*(iii) Government of India, Ministry of Welfare, Resolution No 12011/7/95-BCC, dated the 24<sup>th</sup> May, 1995, published in the Gazette of India, Extraordinary, Part-I, Section I, No 88, dated the 25<sup>th</sup> May, 1995.
- \*(iv) Government of India, Ministry of Welfare, Resolution No 12011/44/96-BCC, dated the 6<sup>th</sup> December, 1996, published in the Gazette of India, Extraordinary, Part-I, Section I, No 210, dated the 11<sup>th</sup> December, 1996.

Shri..... and/ or his family ordinarily reside(s) in the ..... District/ Division of the ..... State. 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 and Training, O.M. No. 36012/22/93-Estt, (SCT), dated 8-9-1993.

District Magistrate,  
Deputy Commissioner, etc

Dated :

SEAL



\* Strike out whichever is not applicable.

N.B. – (a) The term 'Ordinarily' used here will have the same meaning as Section 20 of the Representation of the People's Act 1950.

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

(i) District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/ First Class Stipendiary Magistrate/ Sub Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner (Not below the rank of First Class Stipendiary Magistrate).

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

(iii) Revenue Officer not below the rank of Tehsildar ; and

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

Extract of Dte General of Supply & Transport Quarter Mater General's Branch Integrated HQ of MoD (Army) letter No 78855/DR/Q/ST-12 (Civ) dt 10 Nov 11.

1 to 8 x-x-x-x-x

**Notification of Vacancies**

9. Following the instructions issued by Department of Personnel and Training, vide their OM No 14024/2/96-Estt (D) dated 18 May 1998, all vacancies to be filled on regular basis, except those which fall within the purview of UPSC/Staff Section Commission, are to be notified to the local Employment Exchange. In addition, the vacancies are also required to be given wide publicity on an all India basis for which it is advised that the same may be published in the Employment News/Local Newspapers. Such recruitment notices are also to be displayed on the Notice Boards of the units concerned. A specimen copy of advertisement is attached as Annexure 1.

10 to 23 x-x-x-x-x-x

day 10602/11/0101/1415