

DRAFT ADVERTISEMENT

RECRUITMENT OF DEF CIVILIAN : 255 TRANSIT CAMP, DELHI CANTT

1. Applications are invited from eligible Indian nationals for following posts; as per format given below on plain paper:-

Ser No	Name of Post	No of vac (s)	Category	Scale of Pay	Qualification
(a).	MTS (Safaiwala)	01	UR-01	Level-1 (18000- 56900)	Essential: Matriculation or equivalent from recognized Board Desirable : Conversant with the duties of the respective trades with one year's experience in the trade
(b).	Washer man	01	UR-01	Level-1 (18000- 56900)	Essential : (i) Matriculation pass or equivalent from recognized Board (ii) Must be able to the wash military/Civilian clothes
(c)	MTS (Messenger)	02	UR-02	Level-1 (18000- 56900)	Essential: (i) Matriculation or equivalent from recognized Board Desirable : Conversant with the duties of the respective trades with one year's experience in the trade
(d)	Cook Special	01	UR-01	Level-2 (19900- 63200)	Essential: (i) Matriculation or equivalent ; and (ii) Must have knowledge of Indian Cooking and proficiency in trade. Desirable Qualification from National Council of Hotel Management and Catering Technology, Ministry of Tourism, Govt of India.
(e)	Mess Cook	01	UR-01		

2. **Age Limit and Relaxation :-** The prescribed age limit for the above post is between 18-25 years as on closing date of receipt of application. Necessary age relaxation as per existing Government Order for SC/ST/OBC, Ex-serviceman is applicable.

3. **Place of Posting :-** The posts are presently located at Delhi Cantt, Lucknow (UP) and Jaipur (Raj). However all the posts carry All India Service liability & selected individuals are liable to be posted anywhere in India.

4. **Screening of The Applications:** In case, a large number of applications are received, the department reserves the right to screen applications on basis of percentage of marks obtained in exam of essential qualification so as to reduce the applicants called for written test. Merely fulfilling the basic criteria does not entitle an individual to be called for written test. Candidates would be intimated separately for appearing in examination. Only candidates who are intimated are required to appear for exam.

5. **Documents Required to Accompany The Applications :** Photocopies of following documents self attested should accompany the application forms :-

- (a) Matriculation / 10th Pass Certificate.
- (b) Birth Certificate.
- (c) Caste Certificate (wherever applicable).
- (d) Educational Qualification Certificate.
- (e) Two self addressed envelopes affixed Rs 5/- postal stamp.
- (a) Two latest passport size photographs.
- (b) NOC from present employer (if the applicant is already a Government Servant).

(Candidates must carry the Originals of all the above documents while appearing for examination for verification)

6. **Scheme of Examination :** A written test will be held which will have questions of the level of Class 10th. Candidates appearing for written test would also be subjected to Practical examination wherever is applicable.
7. **Last Date for Receipt of Applications :** The last date for the receipt of Application would be **21 days** from publication of the advertisement in Employment News. Applications received after due date will not be entertained.
8. **Submission of Applications :** Applications completed in all respects as per the Performa attached and accompanied by requisite documents as stated above should reach CO, 255 Transit Camp, PIN-919255, c/o 56 APO on or before **21 days** of the date of publication of the advertisement in the Employment News & regional news papers.
9. **Place of Written Test & Practical :** The written test & Practical would be held at **255 Transit Camp, Delhi Cantt-10**. Candidates should come prepared to stay for two-three days for completion of the recruitment process. Candidates have to make their own arrangements for boarding / lodging during the period of stay. No TA/DA would be paid to Candidates called for the examination.
10. **Call Letter for Examination :** Shortlisted candidates would be intimated the date, time and venue for conduct of written examination & practical test. Only candidates who receive call letters are required to appear for the examination along with the call letters received. The Department is not responsible for any postal delay that may occur.
11. Applications which are incomplete in any respect not accompanied by requisite documents are liable to be summarily rejected. No correspondence in this regard would be entertained by the Department.
12. **General Conditions :-**
- Appointments are initially on a temporary basis.
 - Department reserves the right to postpone / cancel / suspend / terminate the entire recruitment process without any prior notice / assigning any reason at any stage. No correspondence would be entertained in this regard.

Application Format

- Post applied for _____
- Name (in block letters) _____
- Father's Name _____ Mother's Name _____
- Date of Birth _____
- Age as on (closing date of Application) : _____ Yrs _____ Months _____ Days
- Educational Qualifications : _____
- Category (UR/OBC/SC/ST/ESM) : _____
- (a) Correspondence Address :-

- (b) Permanent Address :-

- I hereby certify that :-

Self attested Passport Size Photograph
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- I am not involved in any criminal case and no proceedings Criminal / Civil are pending / contemplated against me in any court of law.
- The above particulars are true and correct to the best of my knowledge and belief. If any particular is found to be incorrect and false at any stage my selection / appointment / services are liable to be terminated without notice.

Date :

(Signature of Applicant)

Place

DAVP/10610/11/0003/1819