

**HEADQUARTERS, ARTILLERY CENTRE, HYDERABAD, PIN 900398, C/O 56 APO  
EMPLOYMENT NOTIFICATION**

1. Applications are invited from candidates fulfilling the eligibility criteria by Registered/ Speed Post for the under mentioned civil posts at Artillery Centre, Hyderabad :-

Sl. No.	Name of the post & Pay Band with Grade Pay	Essential/Desirable Qualifications, experience and age limits	No of vacancies			
			UR	SC	PH (OH/LD)	PH (LB)
1.	<b>LDC</b> Rs 5200-20200 + Grade Pay Rs 1900/-	<p>(a) <b>Educational qualifications:-</b>                      (i) 12<sup>th</sup> Class or equivalent qualification from a recognized Board or University.                      (ii) <b>Typing Speed:-</b>                      (aa) English typing @ 35 w.p.m on computer, OR                      (ab) Hindi Typing @30.w.p.m. on computer. (35 words per minute and 30 words per minute corresponding to 10500/900 KDPH on an average of 5 Key depressions for each word).</p> <p>(b) Caste Certificate issued by MRO/Tehsildar/competent civil authority.</p> <p>(c) <b>Age Limit:-</b>                      (i) <b>UR Candidates</b> - Between 18 to 25 years                      (ii) <b>Vacancy reserved</b> – Between 18 to 30 years.  <b>for SC Candidates</b>                      (iii) <b>Vacancy reserved for PH (OH/LD) Candidates-</b>                      (aa) UR Candidates - 18 to 35 years                      (ab) SC/ST Candidates - 18 to 40 years                      (ac) OBC Candidates - 18 to 38 years                      (ad) <b>Disability Certificate.</b> Persons would be eligible for reservation in services/posts who suffer from not less than 40 percent of relevant disability. A disability certificate should be submitted as per format attached as <b>Annexure</b> to this advertisement.</p> <p>(d) <b>For Ex-Servicemen.</b> As per extant Govt Rules.                      (e) <b>Probation Period:</b> Two years.</p>	01	01	01	-
2.	Draughtsman Gde-III (Civ Non Gazetted) Rs 5200-20200 + Grade Pay Rs 2400/-	<p>(a) <b>Educational qualifications:-</b>                      (i) Matriculation or equivalent qualification from a recognized university.                      (ii) Diploma in Draughtsmanship from a recognized Institution/universities.</p> <p>(b) <b>Age limit.</b> Between 18 to 25 years.                      (c) <b>Ex-servicemen.</b> As per extant Govt Rules.                      (d) <b>Probation Period.</b> Two years.</p>	01	-	-	-

3.	Multi Tasking Staff (MTS) (Messenger) Rs 5200-20200 + Grade Pay Rs 1800/-	<p>(a) <b>Educational qualifications:-</b></p> <p>(i) Matriculation pass or equivalent from recognized Board.</p> <p>(ii) <b>Desirable:</b> Conversant with the duties of the respective trade with one year's experience in the trade.</p> <p>(b) <b>Age limit For PH (L B only) Candidate:-</b></p> <p>(i) UR Candidates - 18 to 35 years</p> <p>(ii) SC/ST Candidates - 18 to 40 years</p> <p>(iii) OBC Candidates - 18 to 38 years</p> <p>(c) <b>Disability Certificate.</b> Persons would be eligible for reservation in services/posts who suffer from not less than 40 percent of relevant disability. A disability certificate should be submitted as per format attached as <b>Annexure</b> to this advertisement.</p> <p>(d) <b>Ex-servicemen.</b> As per extant Govt Rules.</p> <p>(e) <b>Probation Period.</b> Two years.</p>				01
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**FORMAT OF APPLICATION**

APPLICATION FOR THE POST OF \_\_\_\_\_

Affix recent passport size photograph duly attested by a Gazetted Officer
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- (a) Full name of the candidate (in capital) : \_\_\_\_\_
- (b) Father's/Husband name : \_\_\_\_\_
- (c) Date of Birth : \_\_\_\_\_
- (d) Sex (Male/Female) : \_\_\_\_\_
- (e) Age as on \_\_\_\_\_ 2014 : \_\_\_\_\_ Days \_\_\_\_\_ Months \_\_\_\_\_ Years
- (f) **Qualifications:-**
- (i) Educational : \_\_\_\_\_
- (ii) Technical : \_\_\_\_\_
- (g) Experience(Enclose proof of the same) : \_\_\_\_\_
- (h) Category belongs to (UR/SC/PH) : \_\_\_\_\_  
(for SC & PH Xerox copies of certificates to be enclosed duly attested by a Gazetted Officer)
- (j) Employment registration Card No and date with District, if any : \_\_\_\_\_
- (k) Postal Address (in capital with Pin code) : \_\_\_\_\_
- (l) Permanent address (in full) with Telephone No : \_\_\_\_\_

Date: / /2014

(Signature of the candidate)

**General Instructions:**

- (a) Service liability of candidate is anywhere in India. Field service liability is also applicable.
- (b) New entrants to Central Govt Service will come under New Contributory Pension Scheme.
- (c) Application form duly completed/filled clearly in all respects alongwith attested copies of certificates and employment registration card if any, two self addressed envelopes with requisite postal stamps **should be sent to "The Commandant, Artillery Centre, Hyderabad-500 031**. The envelope containing the application form is to be boldly enfaced on top with "**POST APPLIED FOR**" \_\_\_\_\_ as the case(post) may be in capital letters only.
- (d) The crucial date for determining the age limit shall be the closing date for receipt of application from the candidates.
- (e) **LAST DATE**. The last date of receipt of application duly filled up in all respect at this office is 30 days from/including the date of publication of this advertisement in Employment News Paper only.
- (f) Application received after the due date/incomplete applications will summarily be rejected. No correspondence in this regard will be entertained.
- (g) No TA/DA will be admissible to the candidates appearing for the selection test/interview.
- (h) Written test/practical/interview will also be conducted at Arty Centre, Hyderabad for filling up the post as per the existing rules.
- (j) Merely fulfilling the basic selection criteria does not automatically entitled a person to be called for test/interview.
- (k) The number of candidates called for interview will be 10 times of number of vacancies only.

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**Note:** Posts specified for Physically Handicapped has been mentioned as:-  
(i) Candidates having disability with OH (Orthopedically Handicapped), LD (Locomotor Disability) with one leg affected only. (ii) LB (Low Blindness) only.

Case No. 311001/A4(Civ)

(K Srinivas)

Col

Col Adm

for Commandant

h 5/17 S 5/17 3-

- 3 -

(25)

**NAME AND ADDRESS OF THE INSTITUTE/HOSPITAL**

**ANNEXURE**

Certificate No \_\_\_\_\_

Date \_\_\_\_\_

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

1. This is certified that Shri/Smt/Kum \_\_\_\_\_ son/daughter of Shri \_\_\_\_\_  
Age \_\_\_\_\_ sex \_\_\_\_\_ identification mark(s) \_\_\_\_\_ is suffering from permanent disability  
of following category:-

- (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 of this case is not recommended/is recommended after a period of \_\_\_\_\_ years \_\_\_\_\_ months\*.

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

4. Shri/Smt/Kum \_\_\_\_\_ meets the following physical requirements for discharge of his/her duties:-

- |   |   |        |
|---|---|--------|
| (a) F-can perform work by manipulating with fingers | - | Yes/No |
| (b) PP-can perform work by pulling and pushing      | - | Yes/No |
| (c) L-can perform work by lifting                   | - | Yes/No |
| (d) KC-can perform work by kneeling and crouching   | - | Yes/No |
| (e) B-can perform work by bending                   | - | Yes/No |
| (f) S-can perform work by sitting                   | - | Yes/No |
| (g) ST-can perform work by standing                 | - | Yes/No |
| (h) W-can perform work by walking                   | - | Yes/No |
| (j) SE-can perform work by seeing                   | - | Yes/No |
| (k) H-can perform work by hearing/speaking          | - | Yes/No |
| (l) RW-can perform work by reading and writing      | - | Yes/No |

1. (Dr \_\_\_\_\_) 2. (Dr \_\_\_\_\_) 3. (Dr \_\_\_\_\_)  
Member Medical Board                      Member Medical Board                      Chairperson Medical Board

**COUNTERSIGNED BY**

Medical Superintendent/CMO/Head of Hospital (with seal)

- Strike out which is not applicable.

*dep. 10612/11/0004/1415*