

HEADQUARTERS 3 EME CENTRE

PIN-900433, C/O 56 APO

**DIRECT RECRUITMENT OF GROUP 'C' VACANCIES IN THE CORPS OF
ELECTRONIC AND MECHANICAL ENGINEERS**

1. Applications are invited for direct recruitment from Indian National for the under mentioned posts at the address mentioned against each posts:-

Address	Place of work	Posts	Vacancies						
			UR	SC	ST	OBC	Total	Including Reservation for	
								PH	ESM
Comdt 3 EME Centre, Pin 900433, C/o 56 APO	Bhopal (MP)	LDC	01	01	01	01	04	-	-
		MTS	03	-	-	03	06	-	-
		Total	04	01	01	04	10	-	-

2. Pay Scale, Minimum educational qualification, Experience, Age limit and suitability for persons with disability are as under:-

S.No	Posts	Qualification & Experience
(a)	LDC	1. 12 th class pass from a recognized Board or University. 2. Typing speed of 35 words per minute in English on computer or a typing speed of 30 words per minute in Hindi on computer.
(b)	MTS	1. Matriculation pass or equivalent from recognized Board. Desirable: Conversant with the duties of the respective trades with one year's experience in the trade.

3. **Pay Scale:**

For LDC:- Pay Band -1 Rs 5200-20200 +Grade Pay Rs 1900/-.

For MTS:- Pay Band -1 Rs 5200-20200 +Grade Pay Rs 1800/-.

4. **Age limit:** 18 to 25 Years

5. **Age relaxation:-**

(a) Government Servant – upto 35 years as per order/instruction issued by the Central Government.

(b) Scheduled Cast and Scheduled Tribe – Five years for the vacancies reserved for the respective category.

(c) Other Backward Class – Three years for the vacancies reserved for this category.

6. Posts mentioned above are subject to all India transfer liability and field service liability Rules.

7. Candidates will fwd application properly sealed in an envelope to the address mentioned against the post applied for through ordinary post. Registered application will not be accepted. Candidates are requested to super scribe the words "APPLICATION FOR THE POST OF" on the top of the envelope while sending the application form. Separate application is required for each post.

8. Last date for receipt of application is 21 days from the date of publication of the advertisement in the Employment News.

9. The crucial date for determining the age limit shall be the closing date for receipt of application.

10. Photocopy of the following Documents/Certificates to be attached alongwith application duly attested by a Gazetted Officer:-

(a) Matriculation certificate/Municipality Birth certificate in support for date of birth.

(b) Mark Sheet of the educational qualification mentioned against the post applied.

(c) ST/SC/OBC (Non creamy layer) certificate if applicable.

(d) NOC in original from their present employer in case of Government Servant.

Note : Original Certificate should not be sent with the application. These should be produced only at the time of verification of document.

11. Incomplete/illegible/ineligible applications will be deemed invalid and rejected without intimation to the candidate. Only the eligible candidates will be called for the written examination provided a self addressed envelope with postal stamp of Rs 5/- is enclosed with the application form.

12. Merely fulfilling the basic selection criterion does not automatically entitle a person to be called for test/interview.

13. Application will be shortlisted on the basis of percentage of marks obtained in the examination for essential qualification.

14. The number of vacancies is subject to change. Further the employer has the right to cancel or modify this notification without assigning any reason thereof.

15. Canvassing in any form shall disqualify the candidate. No enquiry or correspondence will be entertained.

16. Syllabus for written test will be as per essential qualification mentioned against each posts.

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APPLICATION FORM

Affix latest
pass port size
photograph
duly attested
by a Gazetted
officer

- 1. Post applied for :
- 2. Name of the Candidate :
- 3. Father's/Husband Name :
- 4. Date of Birth (Proof enclosed) :
- 5. Correspondence address :
- 6. Permanent home address :
- 7. Category(SC/ST/OBC/Gen /ESM) (Proof enclosed) :
- 8. Nationality :
- 9. Education Qualification (Proof enclosed)
 - (i) Academic :
 - (ii) Experience :

* Certified that the particulars mentioned in the application form are correct and true to the best of my knowledge and belief. If found false at any stage my service may be terminated without notice.

Place:
Date:

(Signature of the applicant)

ACKNOWLEDGEMENT / ADMISSION CARD

Affix latest
pass port size
photograph
duly attested
by a Gazetted
officer

- 1. Post applied for :
- 2. Name of Candidate :
- 3. Signature of candidate :

(FOR OFFICIAL USE ONLY)

- 4. Your application is hereby accepted.
- 5. Index No :
- 6. Trade test (a) Date (b)Time..... (c)Place

Note: Candidate to bring original documents on the date of written examination.

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17. No TA/DA is admissible. Duration of the test can be 02 to 03 days or more. Candidates will make their own arrangement for lodging/Boarding during the test/interview.
18. The decision of appointing authority regarding selection/rejection will be final.
19. The recruitment process can be cancelled/postponed/suspended/terminated without any prior notice/assigning any reasons at any stage.

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