

**GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
MILITARY HOSPITAL DHRANGADHRA - 363310**

RECRUITMENT NOTICE (DEFENCE CIVILIAN)

1. Applications are invited from Indian Citizens for the following posts:-

| Ser No | Name of Post | Number of vacancies | | Pay Scale(As per 7 th CPC) |
|--------|--------------------|---------------------|-----|---|
| | | GEN | ESM | |
| (a) | CHOWKIDAR | 1 | 1 | Basic Pay Rs.18000 in Pay Level 1 in Revised Pay Matrix |
| (b) | SAFAIWALI (FEMALE) | 1 | - | -do- |

2. **Eligibility Criteria.** As per recruitment rules, qualification for the post is as under:-

| Ser No | Name of Post | Essential Qualification | Selection criteria |
|--------|--------------------|---|---|
| (a) | Chowkidar | Male candidates Matriculation pass or equivalent from recognized Board <u>Desirable</u> Conversant with the duties of the respective trades with one year's experience in the trade | (i) Written test (ii) Skill/Trade test (only qualifying in nature and carries no marks). (Those who qualify written test will only be called for skill/trade test in the ratio of 1:10) on merit basis. |
| (b) | Safaiwali (Female) | Female candidates Matriculation pass or equivalent from recognized Board <u>Desirable</u> Conversant with the duties of the respective trades with one year's experience in the trade | (i) Written test (ii) Skill/Trade test (only qualifying in nature and carries no marks). (Those who qualify written test will only be called for skill/trade test in the ratio of 1:10) on merit basis. |

3. The above posts are subject to All India Service liability including field service.

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4. Age limit, age relaxation & Cut off age:-

| Ser No | Name of the Post | Age limit | Age relaxation | Cut off age |
|--------|------------------|-------------|---|---|
| (a) | Chowkidar | 18-25 years | Age relaxation for Ex-Servicemen vacancy will be provided as per the rules of Govt. of India. No age relaxation for Unreserved vacancy | Cut off age limit will be the last date for receipt of application as per Para 6 below. |
| (b) | Safaiwali | 18-25 years | No age relaxation being Unreserved vacancy | |

5. Candidates will fwd application properly sealed, in an envelope to the address mentioned against the post applied for, through Ordinary/Registered Post/Speed Post. Application in person by hand or courier services will not be accepted. Candidates are requested to superscribe the words “**APPLICATION FOR THE POST OF THE CHOWKIDAR/SAFAIWALI**” as applicable on the top of envelope while sending the application.

6. **Last date for receipt of application.** The last date for receipt of application is 21 days from the date of publication of the advertisement in the local newspaper.

7. **REJECTION/DISQUALIFICATION CRITERIA.** Applications received after the due date (even due to postal delay) will be rejected and no correspondence will be entertained. The following acts/omissions will render **candidature disqualified**:-

- (a) Applications not as per prescribed proforma or incomplete or unsigned or undated.
- (b) Furnishing of false, inaccurate or dubious information.
- (c) Without self-addressed envelope/postage stamps/self-attested recent photographs.
- (d) Application not accompanied by self-attested copies of prescribed certificates in support of age, qualification, caste, disability, discharge etc.
- (e) More than one application submitted by the candidate for the same post.
- (f) Any other deemed irregularity or reason as observed by the Board of Officers.
- (g) Canvassing on application form in any and/or bringing in any influence, political or otherwise.
- (h) In case the candidate is found using unfair means or adopting any malpractice at any stage of selection process.
- (j) If underage or overage on closing date of receipt of application.
- (k) If the candidate not found to possess the essential qualification.
- (l) Candidature is liable to be cancelled at any stage of selection, if documents / certificates / other testimonials submitted are found to be incorrect / false.

8. Candidates should specifically note that the late delivery of test/examination intimation due to postal delay (such as envelopes wrongly addressed, delivered elsewhere etc) will not be entertained and no correspondence will be made in this regard.

9. Certificate of experience in the trade where experience is desirable be produced.
10. Following documents/certificates to be attached along with application:-
 (a) Two passport size recent photographs duly self attested, one over right corner of duly filled application form and one on Admit cum Acknowledgement Card.
 (b) Self attested copies of following certificates :-
 (i) Education qualification.
 (ii) Date of Birth.
 (iii) Discharge certificate for Ex-Serviceman.
- (c) Self addressed envelope of size 25x10 cms duly affixed postal stamp of Rs 25/-.

Note - I: Central Government Civilian Employees must furnish "No Objection Certificate" from their employer/competent office at the time of the skill test else their candidature will be cancelled.

11. Place of Practical Test/Trade Test/Written examination: Military Hospital, Army Area, Dhrangadhra - 363310

12. Application should be forwarded to Commanding Officer, MILITARY HOSPITAL Army Area, DHRANGADHRA – 363310.

13. Percentage obtained in the Matriculation may be considered as cut off marks for eligibility of candidate for written/trade test. Only short listed candidates will be called for the written examination followed by skill/trade test.

14. It is made clear that merely fulfilling the basic essential qualification/requirements does not automatically entitle a person for selection/appointment for the post. The selection will be made strictly on merit basis. The decision of appointing authority regarding selection/rejection will be final. It is also made clear that the number of post/vacancies is tentative and recruitment process can be cancelled/suspended/terminated by Appointing Authority at any stage due to administrative reasons.

15. The question papers of Written Test (objective type) will be bilingual (both English and Hindi for all posts). The syllabus for written examination for above mentioned post is as under:-

| Subject | No of Questions | Maximum Marks | Duration | Remarks |
|------------------------------------|-----------------|---------------|----------|--|
| General intelligence and reasoning | 25 | 25 | 2 hour | The standard of questions will be of matriculation. 0.25 marks for each wrong answer will be deducted as negative marking. |
| Numerical aptitude | 25 | 25 | | |
| General English | 50 | 50 | | |
| General Awareness | 50 | 50 | | |

16. **WARNING.** All candidates are warned to be careful from the self-styled agents and also requested to inform the Commanding Officer, Military Hospital, Dhrangadhra against any malpractice seen/observed by them during recruitment process.

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17. The selected candidates will be on “probation for two years”. The appointment of the selected candidates will be made on the satisfactory report from concerned authority on verification of character and antecedents/education certificates with date of birth/caste certificate and medical fitness examination.

18. Any “dispute” in the recruitment will be settled within jurisdiction of Court /Tribunal at Dhrangadhra.”

19. All appointment initially will be on temporary basis but likely to be made permanent.

20. No TA/DA is admissible for appearing in the test. Candidates will make their own arrangements for lodging/boarding during the test. Any injury/accident sustained by the candidates during test, authorities will not be held responsible for any compensation whatsoever.

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To
Commanding Officer,
Military Hospital Dhrangadhra,
Army Area, Dhrangadhra – 363310

Affix recent
passport size
photograph
with self
attestation

APPLICATION

1. Post applied for.....
2. Name of candidate (in block letters).....
3. Father's Name.....
4. Date of Birth

| | | | | | | | |
|----------|----------|----------|----------|----------|----------|----------|----------|
| <u>D</u> | <u>D</u> | <u>M</u> | <u>M</u> | <u>Y</u> | <u>Y</u> | <u>Y</u> | <u>Y</u> |
| | | | | | | | |

5. Correspondence Address:-
House No./Street/Village.....
Post Office.....
District.....State.....
Pin Code.....

6. Permanent Address:-
House No./Street/Village.....
Post Office.....
District.....State.....
Pin Code.....

7. Educational Qualification

| Sr No | Qualification | Name of School / College | Name of Board / University | % of marks obtained |
|-------|---------------|--------------------------|----------------------------|---------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

8. Category:-

| | |
|-----|-----|
| Gen | ESM |
| | |

9. In case of Ex-serviceman:-

Date of enrolment (In Army/Navy/Air force).....Date of retirement

Total service Yrs.....Month..... days (attach copy of discharge certificate)

10. Whether registered with any employment exchange? (Yes/No).....
(if yes, mention registration No. and name of Employment exchange)

| Registration No | Name of Employment exchange |
|-----------------|-----------------------------|
| | |

11. (a) Have you ever been involved in any criminal case? (Yes / No)
 (b) Have you ever been arrested/ prosecuted? (Yes / No)
 (c) Have you ever been convicted by any Court? (Yes / No)
 (d) Is any case pending against you in any Court? (Yes / No)
 (e) Is any case pending against you in any Police Station? (Yes / No).
 (f) Have you been ever debarred from appearing any exam by UPSC/
 Govt of India/State Govt/University/Board or any other educational
 institution? (Yes / No)
 (g) Whether employed in central govt services? (Yes / No)
 If yes, give details as under:-

| Name of employer | Office address | Name of the post | Date of appointment |
|------------------|----------------|------------------|---------------------|
| | | | |

DECLARATION

12. I hereby certify that above particulars mentioned in the application are correct and true to the best of my knowledge and belief. I understand that in the event of my information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements of the advertisement, my candidature/appointment is liable to be cancelled/terminated. I am willing to serve anywhere. I agree that department has the right to transfer me to anywhere in India.

Place :

Date :

(Signature of Candidate)

FOR OFFICE RECORD ONLY

1. Application received on.....
2. Application accepted/rejected.....
3. (i) Reason for rejection : Underage/Overage/Documents incomplete/Photo or documents not attested/Any other reasons to be specified:-

OR

- (ii) Roll No Allotted.....Date of test

ADMIT CUM ACKNOWLEDGEMENT CARD

Part A (To be filled by the candidate)

1. Name_____
2. Date of Birth _____
3. Father's Name _____
4. Correspondence Address:-
House No./Street/Village -----
Post Office -----
District-----State-----
Pin Code -----

| |
|--|
| Affix recent passport size photograph with self attestation |
|--|

Part B (For office use)

5. Application accepted/rejected (with reason) -----
6. Date and time of reporting for test -----
7. Venue of test -----