

**FULL TEXT OF THE ADVERTISEMENT**  
**MILITARY ENGINEER SERVICES**

**EMPLOYMENT NOTICE NO : 34303/LRS 12-13/E1B(S)**  
**LAST DATE OF RECEIPT OF APPLICATION:03 JAN 2015(1700 HRS) FOR ALL**  
**CANDIDATES AND 10 JAN 2015 (1700 HRS) FOR CANDIDATES BELONGING TO**  
**ASSAM, MEGHALAYA, ARUNACHAL PRADESH, MIZORAM, MANIPUR, NAGALAND,**  
**TRIPURA, SIKKIM, LADAKH DIVISION OF J&K STATE, LAHAUL & SPITI DISTT AND**  
**PANGI SUB DIV OF CHAMBA DISTT OF HP, A&N ISLANDS AND LAKSHADWEEP.**

1. Applications are invited in the prescribed format as per Annexure 'I' for the under mentioned posts from Indian Citizens as declared eligible by the Govt of India, Min of Defence.
2. **DATE FOR WRITTEN EXAMINATION.** Tentatively written examination will be conducted on **14 Feb2015**. However, final date, time, venue will be intimated in the Call letter and same also will be available on MES Website at **mes.gov.in**.
3. **VACANCIES/RESERVATION:**The vacancy position may vary & firm number of vacancies will be determined in due course.

(a) **TENTATIVE VACANCIES.**

Sl No	Category/Command	Total vacs	Availability of vacs
(i)	Draughtsman (D'Man)	7	(EC, WC, NC, SC, CC & SWC)
(ii)	Supervisor Barrack & Store (Supvr B/S)	64	(EC, WC, NC, SC, CC & SWC)
(iii)	Store Keeper Gde-II (SK-II)	11	(EC, WC, NC, SC, CC & SWC)
(iv)	Civil Motor Driver (OG) (CMD (OG))	100	(EC, WC, NC, CC & SWC)
(v)	Peon	86	(EC & SWC)
(vi)	Chowkidar	58	(EC)
(vii)	Safaiwala	26	(SWC)
(viii)	Chowkidar (Khansama)	1	(SC)
(ix)	Meter Reader	18	(WC, NC)
(x)	Caneman	22	(EC, WC, NC, SC, CC & SWC)
(xi)	Mate (SSK)	2265	(EC, WC, NC, SC, CC & SWC)

**Note** : EC-Eastern Command, WC-Western Command, NC-Northern Command, SC-Southern Command, CC-Central Command, SWC-South Western Command.

(b) Reservation for SC/ST/OBC/Ex-Serviceman/PH etc. categories is available as per extant Govt Orders. PH( Physical Handicap) category will be considered for persons suffering from disabilities of forty percent and above only.

(c) The posts carry All India Service Liability (AISL) i.e. the candidate on selection may be asked to serve anywhere in the country.

4. **NATIONALITY / CITIZENSHIP.**

(a) A candidate must be either:-

(i) A citizen of India, or

(ii) A subject of Nepal, or

(iii) A subject of Bhutan, or

(iv) A Tibetan refugee who came over to India before the 1<sup>st</sup> January 1962 with the intention of permanently settling in India, or

(v) A person of Indian origin who has migrated from Pakistan, Burma, Sri-Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (Formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India.

(b) Provided that a candidate belonging to categories (ii), (iii), (iv) and (v) above shall be a person in whose favor a certificate of eligibility has been issued by the Government of India.

(c) A candidate in whose case a certificate of eligibility is necessary may be admitted to the Examination but the offer of appointment will be given only after the necessary eligibility certificate has been issued to him by the Government of India.

5. **AGE LIMIT.** Age limit for General candidates will be 18 to 27 Years. The crucial date for determining the age limit shall be the closing date for receipt of application from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti Distt and Pangi Sub Div of Chamba Distt of HP, A&N Islands and Lakshadweep).

**Note-I:** Candidate should note that only the Date of Birth as recorded in the Matriculation Secondary Examination Certificate or an equivalent certificate available on the date of submission of application will be accepted for determining the Age eligibility and no subsequent request for its change will be considered or granted.

**Note-II :** Candidates are advised to opt only for such posts for which they are within prescribed age limits.

6. Categories for claiming age relaxation:-

Sl No.	Category	Age Relaxation Permissible beyond the Upper age limit
(a)	SC/ST	5 Years
(b)	OBC	3 Years
(c)	PH (OH/HH)	10 Years
(d)	PH (OH/HH) + OBC	13 Years
(e)	PH (OH/HH) + SC/ST	15 Years

(f)	Ex-Serviceman	5 Years
(g)	Ex-Serviceman (OBC)	8 Years
(h)	Ex-Serviceman (SC/ST)	10 Years
(j)	Central Govt. Civilian Employees (General/Unreserved) who have rendered not less than 3 years regular and continuous service as on Closing date	Upto 35 years
(k)	Central Govt. Civilian Employees (OBC) who have rendered not less than 3 years regular and continuous service as on Closing date	Upto 38 years
(l)	Central Govt. Civilian Employees (SC/ST) who have rendered not less than 3 years regular and continuous service as on Closing date	Upto 40 years
(m)	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir (Unreserved/General)	5 Years
(n)	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir (OBC)	8 Years
(o)	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir (SC/ST)	10 Years
(p)	Defence Personal disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof (Unreserved/General)	3 Years
(q)	Defence Personal disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof (OBC)	6 Years
(r)	Defence Personal disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof (SC/ST)	8 Years

**Note-I:** The period of "Call up Service" of an Ex-Serviceman in the Armed Forces shall also be treated as service rendered in the Armed Forces for purpose of age relaxation.

**Note-II :** The post of D'Man&Supvr B/S being Group 'B' post, there is no reservation for Ex-Serviceman category. However, benefit of age relaxation will be admissible to Ex-Serviceman candidates, as per extant Govt Orders.

7. **EXPLANATION-I.** An Ex-Serviceman means a person who has served in any rank whether a combatant or non-combatant in the Regular Army, Navy, Air Force of the Indian Union and

(a) who retired from such service after earning his/her pension. This would also include persons who are retired / retire at their own request but after having earned their pension; or

(b) who has been released from such service on medical grounds attributable to military service/circumstances beyond his control and awarded medical or other disability pension; or

(c) who has been released, otherwise than on his own request from such service as a result of reduction in establishment; or

(d) who has been released from such service after completing the specific period of engagements, otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency, and has been given a gratuity and includes personnel of the Territorial Army of the following categories; namely:-

- (i) Pension holders for continuous embodied service.
- (ii) Person with disability attributable to military service; and
- (iii) Gallantry award winners.

8. **EXPLANATION-II:**The persons serving in the Armed Forces of the Union who on retirement from service, would come under the category of “Ex-Serviceman” may be permitted to apply for re-employment one year before the completion of the specified terms of engagement and avail themselves of all concessions available for Ex-Serviceman but shall not be permitted to leave the uniform until they complete the specified term of engagement in the Armed Forces of the Union.

**Note:** AGE CONCESSION IS NOT ADMISSIBLE TO SONS, DAUGHTERS AND DEPENDENTS OF EX-SERVICEMEN.

9. **DEPARTMENTAL CANDIDATES.**

(a) Eligible candidates serving in MES can apply directly; however, application shall be countersigned by OC of the unit.

(b) The Departmental candidate shall be treated at par with the outsiders in all respects except age relaxation as per orders/instructions issued by the Govt of India from time to time.

(c) The Departmental candidates to be considered for selection shall be only those who have rendered not less than three years of continuous service in the organisation in the same line or allied cadres and where a relationship could be established that service rendered in the Dept will be useful for efficient discharge of duties in their new post.

10. **PROCESS OF CERTIFICATION FOR RESERVE CATEGORY:**

(a) Candidates who wish to be considered against vacancies reserved or seek age relaxation must submit requisite certificate from the competent authority in the prescribed format whenever such certificates are sought by concerned Regional/Sub Regional Offices, Otherwise, their claim for SC/ST/OBC/PH/Ex-Serviceman status will not be entertained and their candidature/applications will be considered under General (UR) category. The formats of the certificates are annexed. OBC certificates with creamy layer status issued by the competent authority as prescribed by DOPT in the prescribed proforma should have been obtained within three years before the closing date of receipt of application.

(b) Candidates claiming reservation/concessions against SC/ST/OBC and other reserved categories shall ensure that attested copy of the certificate as issued by the competent authority is enclosed. Candidate should ensure that the seal of the attesting

officer clearly indicates rank and office to which he is attached. The competent authorities for issue of Caste Certificate 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.
- (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tehsildar.
- (iv) Sub Divisional Officer of the area where the candidate and /or his family normally resides.

**Note-I :** Candidates are warned that they may be permanently debarred from the examination in case they fraudulently claim SC/ST/OBC/Ex-S/PH status.

11. **MINIMUM ESSENTIAL EDUCATIONAL QUALIFICATIONS** (As on last date of receipt of application):

Ser No	Post	Educational and other Qualification
(a)	D'Man	<b>Essential.</b> Must have passed three years Diploma in Architectural Assistantship from a recognized Institution. <b>Desirable.</b> One year experience in working of Auto- Cad, operation of Xerox, Printing and Lamination machine.
(b)	Supvr B/S	Degree of a recognized university in Arts or Science preferably with diploma in Material Management or Three years diploma in Civil or Mechanical or Electrical engineering from a recognized Institute.
(c)	SK-II	Matriculation or equivalent exam from recognized University/Board.
(d)	Civil Motor Driver (CMD) (Ordinary Grade)	Matriculation or equivalent exam from recognized University/Board. and Should possess valid civil driving license for all type of vehicle from State Government.
(e)	Peon	Matriculation or equivalent exam from recognized University/Board.
(f)	Chowkidar	<b>Essential.</b> Matriculation or equivalent exam from recognized University/Board. <b>Desirable.</b> Should be conversant with duties of Chowkidar and should be physically fit.
(g)	Safaiwala	Matriculation or equivalent exam of recognized University/Board.

(h)	Chowkidar (Khansama)	Matriculation or equivalent exam from recognized University/Board. and Diploma in cooking / catering from any recognized institution.
(j)	Meter Reader	(10+2) examination or equivalent from recognized University/Board.
(k)	Caneman	Matriculation or equivalent exam of recognized University/Board .or  Industrial training institute pass certificate from a recognized institute.
(l)	Mate	Matriculation or equivalent exam of recognized University/Board. or Industrial Training Institute pass certificate from a recognized Institute.

**Note-I** : As per Ministry of Human Resource Development Notification No 44 dated 01.03.1995 published in Gazette of India edition dated 08.04.1995, the Degree obtained through/open Universities/Distance Education Mode needs to be recognized by Distance Education Council, IGNOU. Accordingly, unless such Degrees had been recognized for the period when the candidates acquired the relevant qualification, they will not be accepted for the purpose of Educational Qualification.

**Note-II** : Candidates who have not acquired/will not acquire the educational qualification as on the closing date of receipt of application will not be eligible and need not apply.

**Note-III** : All candidates will be required to produce the relevant Certificates in Original such as Marks sheet, Provisional Degree/Diploma Certificate, etc. as proof of having acquired the minimum educational qualification on or before the last date of receipt of application failing which the candidature of such candidates will be cancelled.

**Note-IV** : Ex-Serviceman who have done various courses from Armed Forces which are certified by competent Authority as equivalent to prescribed qualification, are eligible to appear in the Examination.

**Note-V** : The prescribed essential qualifications are minimum and the mere possession of the same does not entitle candidates to be called for written test.

**Note-VI** : Where the number of applications received in response to an advertisement is large and it will not be convenient or possible for the Deptt to call for written test all the candidates, the Deptt at their discretion may restrict the number of candidates, to a reasonable limit based on the marks obtained in the qualifying examination. In case of grading system, the candidate must furnish conversion formula duly approved by the respective Board/Institute.

12. All applicants must fulfill the essential educational requirements of the post, age, health and other conditions as stipulated in the advertisement. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for the relevant post. No enquiry for advice regarding eligibility will be entertained.

13. The candidate should mention all the qualifications and experience in the relevant field over and above the minimum qualifications and should attach attested copies of the certificate in support thereof.

14. **CENTRES OF EXAMINATION**.A candidate must indicate the centre in the Application Form in respect of the Examination. A candidate must submit his/her application only to the addresses as given below:-

Ser No	Name of post	Scale of pay and Grade Pay	Exam Centre	Applications to be fwd to (full postal address with telephone number)
(i)	D'Man	Rs 9300-34800 with grade pay Rs 4200/-	Allahabad	Chief Engineer (AF) Allahabad PIN-900137, c/o 56 APO Tele : 0532- 2580403
(ii)	Supervisor Barrack/ Stores	Rs 9300-34800 with grade pay Rs 4200/-	Chennai	Chief Engineer Chennai Zone Island Grounds Chennai-600009 Tele : 044- 25360871
(iii)	Store Keeper Grade-II	Rs 5200-20200 with grade pay Rs 1900/-	Bangalore	Chief Engineer (AF) Bangalore No 2 DC Area MES Road Yeshwanthapur Post Bangalore-560022 Tele : 080- 23374476
(iv)	Civil Motor Driver (Ordinary Grade) (CMD(OG))	Rs 5200-20200 with grade pay Rs 1900/-	Bathinda	Military Engineer Services Headquarters Chief Engineer, Bathinda Zone Bathinda Mil Stn (Punjab) PIN-151004 Tele : 0164-2240078
(v)	Peon	Rs 5200-20200 with grade pay Rs 1800/-	Gandhi-nagar	Chief Engineer (AF) Military Engineer Services LekawadaPatia, Chiloda PO : CRPF Campus Gandhinagar-382 042 Tele : 079-23200247
(vi)	Chowkidar	Rs 5200-20200 with grade pay Rs 1800/-	Kolkata	Chief Engineer Kolkata Zone BallygungeMaidan Camp, Gurusada Road, Kolkata – 700019 Tele : 033- 24865275/ 24864566
(vii)	Safaiwala	Rs 5200-20200 with grade pay Rs 1800/-	Bathinda	Military Engineer Services Headquarters Chief Engineer, Bathinda Zone Bathinda Mil Stn (Punjab) PIN-151004 Tele : 0164-2240078
(viii)	Chowkidar (Khansama)	Rs 5200-20200 with grade pay Rs 1900/-	Secunderabad	Commander Works Engineer (Air Force) Bowenpally-Post Secunderabad, Andhra Pradesh Tele : 040-2775992, 2775994
(ix)	Meter Reader	Rs 5200-20200 with grade pay Rs 1900/-	Nagpur	Chief Engineer (AF) Nagpur Vayusena Nagar, Nagpur-440007 Tele : 0712- 2512882

(x)	Caneman	Rs 5200-20200 with grade pay Rs 1800/-	Allahabad	Military Engineer Services Chief Engineer Jalandhar Zone Jalandhar Cantt, PIN-901209 Tele : 0181-2265054
			Silliguri	
			Jalandhar	
			Jaipur	
			Pune	
			Bangalore	
			Udhampur	
(xi)	Mate(Easter n Command)	Rs 5200-20200 with grade pay Rs 1800/-	Shillong	Command Works Engineer, (CWE) Spread Eagle Falls, Shillong, Dist-East Khasi Hills Meghalaya, Shillong-793 011 Tele : 0364- 2534615
			Tezpur	Command Works Engineer, (CWE) Tezpur, Post-Dekargaon, Dist-Sonitpur, Assam-784 501 Tele : 03712- 258690
			Dimapur	HQ 137 Works Engineer, PIN-314137 c/o 56 APO Tele : 03862- 249225
			Bengdubi / Sevok Road	Command Works Engineers, Bengdubi, PO-Bengdubi, Dist-Darjeeling, West Bengal-734424 Tele : 0353- 2480225
(xii)	Mate(Western Command)	Rs 5200-20200 with grade pay Rs 1800/-	Delhi	Military Engineer Services Command Works Engineer (Utility) Delhi Cantt-10 Tele : 011-25687850
			Delhi	Military Engineer Services Command Works Engineer New Delhi, Delhi-10 Tele : 011-25693739
			Yol	Military Engineer Services Command Works Engineer Yol, YolCantt, Distt-Kangra, State Himachal Pradesh PIN-176052 Tele : 01892-235344
			Palam	Military Engineer Services Command Works Engineer (Air Force) Palam, Delhi Cantt-10 Tele : 011-25675321
			Chandigarh	Military Engineer Services Command Works Engineer (Air Force) Chandigarh, PIN-160003 Tele : 0172-2642245
(xiii)	Mate(Northern Command)	Rs 5200-20200 with grade pay Rs 1800/-	Udhampur	HQ CWE Udhampur PIN-900386, c/o 56 APO Tele : 01992-242181
			Akhnoor	HQ 135 Works Engrs (Akhnoor) PIN-314135, c/o 56 APO Tele : 01924-253211
			Srinagar	HQ 134 Works Engrs (Srinagar) PIN-314134, c/o 56 APO Tele : 0194-2305251
			Leh	HQ 138 Works Engrs (Leh) PIN-314138, c/o 56 APO Tele : 01982-253064



(xiv)	Mate(Southern Command)	Rs 5200-20200 with grade pay Rs 1800/-	Pune	Commander Works Engineer General Cariappa Road Pune, Maharashtra-411001 Tele : 020-26361619
			Deolali	Commander Works Engineer Onslow Road Deolali, Maharashtra-422401 Tele : 0253-2491768
			Mumbai	Commander Works Engineer (Subs) Pawai, Bhandup-Post Office Mumbai, Maharashtra-400078 Tele : 022-25784197
			Ahmedabad	Commander Works Engineer Camp Hanuman Cantt Ahmedabad-380003 Tele : 079-22863711
			Jodhpur	Commander Works Engineer (Air Force) Jodhpur, Rajasthan-342011 Tel No : 0291-2642425
			Kochi	Commander Works Engineer (Naval Works) Kataribagh, Naval Base (PO), Kochi, Kerala- 682004 Tele : 0484-2669428
			Visakhapatnam	Commander Works Engineer Station Road, Visakhapatnam, Andhra Pradesh-530004 Tele : 0891-2747010
			Bangalore	Commander Works Engineer (Air Force) (South) Gangamma Circle, Opposite Main Guard Room 410, Air Force Station, Jalahalli Bangalore, Karnataka-560013 Tele : 080-23453274
			Secunderabad	Commander Works Engineer (Air Force) Bowenpally-Post Secunderabad, Andhra Pradesh Tele: 040-2775992, 2775994
Port Blair	Commander Works Engineer Military Engineer Services Minniebay, Junglighat-PO Port Blair, Andaman & Nicobar-744103 Tele : 03192-225941			

(xiv)	Mate (Central Command)	Rs 5200-20200 with grade pay Rs 1800/-	Bareilly	Commander Works Engineer Military Engineer Services Station Road, Bareilly Cantt PIN-900496, c/o 56 APO Tele : 0581- 2421353
			Dehradun	Commander Works Engineer Military Engineer Services Dehradun Cantt, PIN-900461 Tele : 0135- 2754151
			Meerut	Commander Works Engineer Military Engineer Services 29 J The Mall Road , MeerutCantt Tele : 0121- 2645092
			Pithoragarh	Commander Works Engineer (Hills) Pithoragarh, PIN-900236, c/o 56 APO Tele : 05964- 266086
			Lucknow	Commander Works Engineer Lucknow, MG Road, Lucknow-900450, c/o 56 APO Tele : 0522- 2483662
			Agra	Commander Works Engineer 112, Tej Road Agra Cantt-01 Tele : 0562- 2227297
			Jhansi	Commander Works Engineer Military Engineer Services Jhansi Cantt-284001 Tele : 0510- 2470020
			Bhopal	Commander Works Engineer Military Engineer Services PIN-900236, c/o 56 APO Tele : 0755- 2646736
			Bamrauli	Commander Works Engineer Military Engineer Services PIN-900137, c/o 56 APO Tele : 0532- 2580570
			Jabalpur	Commander Works Engineer PIN-901124, c/o 56 APO Tele : 0761- 2625873
(xv)	Mate (South Western Command)	Rs 5200-20200 with grade pay Rs 1800/-	Jaipur	Military Engineer Service Headquarters Chief Engineer, Jaipur Zone Power House Road Bani Park, Jaipur (Rajasthan) PIN-302006 Tele : 0141-2202191

**Note-I :** Attention is invited to the applicants of Mate category to note that the Area for which the applicant wishes to apply for Mates needs to be specified in the applicable Column in the Application Form. The applicant will be considered only for that particular CWE Area which he has applied for. Applicant can apply only for one CWE Area and no second choice will be entertained. Selection of candidates will be made CWE Area wise.

**Note-II :** No change of Centre of Examination will be allowed under any circumstances. Hence, the candidates should select the Centre carefully and indicate the same correctly in their applications.

**Note-III:** The Recruiting Authority reserves the right to cancel any Centre and ask the candidates of that Centre to appear from another Centre. Recruiting Authority also reserves the right to divert candidates of any Centre to some other Centre to take the examination.

15. **PREFERENCE FOR PLACE OF POSTING.** A candidate is required to indicate in the application form, name of Command for which individual would like to be considered for FINAL ALLOTMENT in order of preference in case individual is recommended by Recruiting Authority. Allocation of Command to the selected candidates will be made strictly keeping in view their position in the merit list and the order of preference, subject to number of vacancies available in that Command.

SI No	Command	States/UTs forming part of Command
(a)	Eastern Command (EC)	West Bengal, Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Tripura, Orissa, Andaman & Nicobar.
(b)	Western Command (WC)	Punjab, Haryana, Chandigarh, Delhi&Himachal Pradesh.
(c)	Northern Command (NC)	Jammu & Kashmir
(d)	Southern Command (SC)	Maharashtra, Goa, Daman & Diu, Karnataka, Kerala, Ladshadweep, Tamil Nadu, Puducherry, Andhra Pradesh, Orissa, Madhya Pradesh, Gujarat, Dadra & Nagar Haveli.
(e)	Central Command (CC)	Uttar Pradesh, Uttarakhand, Bihar, Chhattisgarh & Madhya Pradesh.
(f)	South Western Command (SWC)	Rajasthan, Punjab, Haryana, Chandigarh, Gujarat, Dadra & Nagar Haveli, Maharashtra&Uttar Pradesh.

16. **SCHEME OF EXAMINATION& SYLLABUS**

(a) **DRAFTSMAN** :

(i) **SCHEME OF EXAMINATION:** The examination will consist of a written examination for the post of **D'Man (Three years Diploma in Architectural assistantship with desirable experience in working of Auto CAD/ Xerox / Printing / Lamination machine)**

(ii) **SCHEME OF THE WRITTEN EXAMINATION AND SYLLABUS** : The written examination will consist of **one objective type** paper as shown below:

Part	Subject	Maximum Marks	Total Duration / Timing for General Candidates	Total duration / Timing for Visually Handicapped candidates
I	General Intelligence & Reasoning ( 25questions)	25	2 Hours 10.00 A.M. to 12.00 Noon	2 Hours 10.00 A.M. to 12.20 Noon
II	Numerical Aptitude ( 25 questions)	25		
III	General English & General Awareness (30 questions)	30		
IV	<u>Specialized Topic</u> (50 questions)	50		

**Note-I** : The Paper will consist of Objective Type- Multiple choice questions only. The questions will be set both in English & Hindi, except Part III.

**Note-II**: There will be negative marking of 0.25 marks for each wrong answer. Candidates are, therefore, advised to keep this in mind while answering the questions.

(iii) **SYLLABUS**

(a) **General Intelligence & Reasoning.** It would include questions of both verbal and non-verbal type. The test will include questions on analogies, similarities and differences, visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, arithmetical reasoning, verbal analysis 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, etc.

(b) **Numerical Aptitude.** Questions will cover number system including questions on simplification, decimals, fractions, LCM, HCF, Ratio and Proportion, Percentage, Average, Profit and Loss, Discount, Simple and Compound Interest, Measurement, Time and Work, Ratio and Time, Time and Distance, Tables and Graphs, etc.

(c) **General English**. Testing of candidates on understanding of the English Language and its correct usage, vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage. Questions on Paragraph Writing / Report Writing / Letter writing etc may be included.

(d) **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 and educated persons. The test will also include questions relating to India and its neighboring 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, etc.

(e) **Specialised Topic**: Importance of lettering and numbering – Figures and Proportions IS standard Practice. Construction of Plan Geometric Figures (Lines Angles, Triangle, Rhombus, Quadrilaterals, Polygon etc. Orthographic projection – Recommended methods of projections as per IS code. Construction of ordinary scale – Plain & comparative diagonal, vernier and scale of chords. Drawing plan and elevation of points, lines and surfaces & solids. Conventional signs and symbols as per IS code for engineering drawings and building drawings. Drawing and detailing of (a) Brick arrangements – various types of bonds, (b) Stone masonry & stone joints (c) Foundations – various types (d) Damp proof course & plinth protection (e) Roof types – reinforced Concrete, Madras Terrace & Jack Arch, (f) Flooring types- Timber flooring, Steel flooring, Tile flooring, (g) Arches & Lintels Carpentry joints, framing, paneling and moulding (h) Doors types – Paneled, glazed and flush door, (j) Window & ventilators (k) Pitched Roof , various types king post & queen post, (l) Steel Roof Trusses (m) Stairs – various types – wooden, steel and reinforced concrete-spiral, Doglegged and open well (n) Single storied residential house – plan, elevation and section. (o) Cross section showing different types of roads, railway track, embankment and layout of platforms (p) Different types of irrigation structures (q) Pipelines joints drainage works, manholes, sanitary fittings, Forms of rivet heads, types of riveted joints standard steel section, standard connections. AUTO CAD, etc.

**Note: If relevant** For VH candidates of 40% and above visual disability and opting for SCRIBE there will be no component of Maps/Graphs/Diagrams/Statistical Data in the General Intelligence & Reasoning / General Awareness Paper. In case these type of questions are there, they shall be deemed to be not applicable to these candidates and total number of questions shall be reduced to that extent and total marks derived accordingly.

(b) **SUPERVISOR B/S**

(i) **SCHEME OF EXAMINATION**: The examination will consist of a written examination for the post of **Supervisor BS(of the level of Degree in Arts/**

**science with Diploma in Materials Management or Diploma in Civil/Mech/Elect Engineering**

(ii) **SCHEME OF THE WRITTEN EXAMINATION AND SYLLABUS** : The written examination will consist of **one objective type** paper as shown below:

Part	Subject	Maximum Marks	Total Duration / Timing for General Candidates
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IV	<u>Specialized Topic</u> (50 questions)	50	

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**Note-II:** There will be negative marking of 0.25 marks for each wrong answer. Candidates are, therefore, advised to keep this in mind while answering the questions.

(iii) **SYLLABUS**

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

(b) **Numerical Aptitude.** Questions will cover number system including questions on simplification, decimals, fractions, LCM, HCF, Ratio and Proportion, Percentage, Average, Profit and Loss, Discount, Simple and Compound Interest, Measurement, Time and Work, Ratio and Time, Time and Distance, Tables and Graphs, etc.

(c) **GeneralEnglish.** Testing of candidates on understanding of the English Language and its correct usage, vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage. Questions on Paragraph Writing / Report Writing / Letter writing etc may be included.

(d) **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 and educated persons. 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, etc.

(e) **Specialised Topic:** Materials Mgmt tools, ABC analysis, Safe upkeep and preservation of various kinds of engineering stores and basic knowledge of computer based data management.

**Note:** If relevant For VH candidates of 40% and above visual disability and opting for SCRIBE there will be no component of Maps/Graphs/Diagrams/Statistical Data in the General Intelligence & Reasoning / General Awareness Paper. In case these type of questions are there, they shall be deemed to be not applicable to these candidates and total number of questions shall be reduced to that extent and total marks derived accordingly.

(c) **STORE KEEPER**

(i) **SCHEME OF EXAMINATION:** The examination will consist of a written examination for the post of **Store Keeper, Grade-II ( of the level of Matriculation or equivalent)**

(ii) **SCHEME OF THE WRITTEN EXAMINATION AND SYLLABUS :** The written examination will consist of **one objective type** paper as shown below:

Part	Subject	Maximum Marks	Total Duration / Timing for General Candidates	Total duration / Timing for Visually Handicapped candidates
I	General Intelligence & Reasoning ( 25questions)	25	2 Hours 10.00 A.M. to 12.00 Noon	2 Hours 10.00 A.M. to 12.20 Noon
II	Numerical Aptitude ( 25 questions)	25		
III	General English &General Awareness (30 questions)	30		
IV	<u>Specialized Topic</u> (25 questions)	50		

**Note-I :** The Paper will consist of Objective Type- Multiple choice questions only. The questions will be set both in English & Hindi, except Part III.

**Note-II:** There will be negative marking of 0.25 marks for each wrong answer. Candidates are,therefore, advised to keep this in mind while answering the questions.

(iii) **SYLLABUS**

(a) **General Intelligence & Reasoning.** It would include questions of both verbal and non-verbal type. The test will include questions on analogies, similarities and differences, visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, arithmetical reasoning, verbal analysis 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, etc.

(b) **Numerical Aptitude.** Questions will cover number system including questions on simplification, decimals, fractions, LCM, HCF, Ratio and Proportion, Percentage, Average, Profit and Loss, Discount, Simple and Compound Interest, Measurement, Time and Work, Ratio and Time, Time and Distance, Tables and Graphs, etc.

(c) **General English.** Testing of candidates on understanding of the English Language and its correct usage, vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage. Questions on Paragraph Writing / Report Writing / Letter writing etc may be included.

(d) **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 and educated persons. The test will also include questions relating to India and its neighboring 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, etc.

(e) **Specialized Topic:** A special approach of questions shall be included from Basic knowledge of accounting of stores matters, general awareness about methods of care and preservation of various kind of material.

**Note:** If relevant For VH candidates of 40% and above visual disability and opting for SCRIBE there will be no component of Maps/Graphs/Diagrams/Statistical Data in the General Intelligence & Reasoning / General Awareness Paper. In case these type of questions are there, they shall be deemed to be not applicable to these candidates and total number of questions shall be reduced to that extent and total marks derived accordingly.

(d) **CMD (OG)**

(i) **SCHEME OF EXAMINATION:** The examination will consist of a written examination for the post of **For CMD(OG) (Of the level of Matriculation or equivalent )**



(ii) **SCHEME OF THE WRITTEN EXAMINATION AND SYLLABUS** : The written examination will consist of **one objective type** paper as shown below:-

Part	Subject	Maximum Marks	Total Duration / Timing for General Candidates
I	General Intelligence & Reasoning ( 25questions)	25	2 Hours 10.00 A.M. to 12.00 Noon
II	Numerical Aptitude ( 25 questions)	25	
III	General English &General Awareness (30 questions)	30	
IV	<u>Specialized Topic</u> (50 questions)	50	

**Note-I** : The Paper will consist of Objective Type- Multiple choice questions only. The questions will be set both in English & Hindi, except Part III.

**Note-II**: There will be negative marking of 0.25 marks for each wrong answer. Candidates are,therefore, advised to keep this in mind while answering the questions.

(iii) **SYLLABUS**

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

(b) **Numerical Aptitude.** Questions will cover number system including questions on simplification, decimals, fractions, LCM, HCF, Ratio and Proportion, Percentage, Average, Profit and Loss, Discount, Simple and Compound Interest, Measurement, Time and Work, Ratio and Time, Time and Distance, Tables and Graphs, etc.

(c) **GeneralEnglish.** Testing of candidates on understanding of the English Language and its correct usage, vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage. Questions on Paragraph Writing / Report Writing / Letter writing etc may be included.

(d) **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 and educated persons. The test will also include questions relating to India and

its neighboring 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, etc.

(e) **Specialised Topic:** Test driving specific skills as required for a qualification of driver by licensing authorities with adequate skill level to operate in different geographical terrains.

(e) **PEON, CHOWKIDAR & SAFAIWALA**

(i) **SCHEME OF EXAMINATION:** The examination will consist of a written examination for the post of **Peon, Chowkidar & Safaiwala** (level of Matriculation or equivalent).

(ii) **SCHEME OF THE WRITTEN EXAMINATION AND SYLLABUS :** The written examination will consist of **one objective type** paper as shown below:-

Part	Subject	Maximum Marks	Total Duration / Timing for General Candidates	Total duration / Timing for Visually Handicapped candidates
I	General Intelligence & Reasoning ( 25questions)	25	2 Hours 10.00 A.M. to 12.00 Noon	2 Hours 10.00 A.M. to 12.20 Noon
II	Numerical Aptitude ( 25 questions)	25		
III	General English (25 questions)	25		
IV	General Awareness (55 questions)	55		

**Note-I :** The Paper will consist of Objective Type- Multiple choice questions only. The questions will be set both in English & Hindi, except Part III.

**Note-II:** Each correct answer will be given 1 Mark. There will be negative marking of 0.25 marks for each wrong answer. Candidates are, therefore, advised to keep this in mind while answering the questions.

(iii) **SYLLABUS**

(a) **General Intelligence.** It would include questions of both verbal and non-verbal type. The test will include questions on analogies, similarities and differences, visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, arithmetical reasoning, verbal analysis 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, etc.

(b) **Numerical.** Questions will cover number system including questions on simplification, decimals, fractions, LCM, HCF, Ratio and Proportion, Percentage, Average, Profit and Loss, Discount, Simple and Compound Interest, Measurement, Time and Work, Ratio and Time, Time and Distance, Tables and Graphs, etc.

(c) **English language.** Testing of candidates on understanding of the English Language and its correct usage, vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage. Questions on Paragraph Writing / Report Writing / Letter writing etc may be included.

(d) **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 and educated persons. The test will also include questions relating to India and its neighboring 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, etc.

**Note: If relevant** For VH candidates of 40% and above visual disability and opting for SCRIBE there will be no component of Maps/Graphs/Diagrams/Statistical Data in the General Intelligence & Reasoning / General Awareness Paper. In case these type of questions are there, they shall be deemed to be not applicable to these candidates and total number of questions shall be reduced to that extent and total marks derived accordingly.

(f) **CHOWKIDAR (KHANSAMA)**

(i) **SCHEME OF EXAMINATION:** The examination will consist of a written examination for the post of **For Chowkidar(Khansama)** (of the level of Matriculation or equivalent)

(ii) **SCHEME OF THE WRITTEN EXAMINATION AND SYLLABUS** : The written examination will consist of **one objective type** paper as shown below:

Part	Subject	Maximum Marks	Total Duration / Timing for General Candidates
I	General Intelligence & Reasoning ( 25questions)	25	2 Hours 10.00 A.M. to 12.00 Noon
II	Numerical Aptitude ( 25 questions)	25	
III	General English &General Awareness (30 questions)	30	
IV	<u>Specialized Topic</u> (50 questions)	50	

**Note-I :** The Paper will consist of Objective Type- Multiple choice questions only. The questions will be set both in English & Hindi, except Part III.

**Note-II:** There will be negative marking of 0.25 marks for each wrong answer. Candidates are, therefore, advised to keep this in mind while answering the questions.

(iii) **SYLLABUS**

(a) **General Intelligence & Reasoning.** It would include questions of both verbal and non-verbal type. The test will include questions on analogies, similarities and differences, visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, arithmetical reasoning, verbal analysis 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, etc.

(b) **Numerical Aptitude.** Questions will cover number system including questions on simplification, decimals, fractions, LCM, HCF, Ratio and Proportion, Percentage, Average, Profit and Loss, Discount, Simple and Compound Interest, Measurement, Time and Work, Ratio and Time, Time and Distance, Tables and Graphs, etc.

(c) **General English.** Testing of candidates on understanding of the English Language and its correct usage, vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage. Questions on Paragraph Writing / Report Writing / Letter writing etc may be included.

(d) **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 and educated persons. The test will also include questions relating to India and its neighboring 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, etc.

(e) **Specialised Topic:** Understanding and general awareness of all the related aspects of managing a guest house including various type of Indian and Continental foods, importance of hygiene and cleanliness, Knowledge of modern kitchen gadgets for preparation, cooking and preservation of food.

**Note: If relevant** For VH candidates of 40% and above visual disability and opting for SCRIBE there will be no component of Maps/Graphs/Diagrams/Statistical Data in the General Intelligence & Reasoning / General Awareness Paper. In case these type of questions are there, they shall be deemed to be not applicable to these

candidates and total number of questions shall be reduced to that extent and total marks derived accordingly.

(g) **METER READER**

(i) **SCHEME OF EXAMINATION**: The examination will consist of a written examination for the post of **Meter Reader** (Must have passed Class XII from a recognized institution / Board).

(ii) **SCHEME OF THE WRITTEN EXAMINATION AND SYLLABUS** : The written examination will consist of **one objective type** paper as shown below:-

Part	Subject	Maximum Marks	Total Duration / Timing for General Candidates	Total duration / Timing for Visually Handicapped candidates
I	General Intelligence & Reasoning ( 25questions)	25	2 Hours 10.00 A.M. to 12.00 Noon	2 Hours 10.00 A.M. to 12.20 Noon
II	Numerical Aptitude ( 25 questions)	25		
III	General English &General Awareness (30 questions)	30		
IV	<u>Specialized Trade Topic</u> (50 questions)	50		

**Note-I** : The Paper will consist of Objective Type- Multiple choice questions only. The questions will be set both in English & Hindi, except Part III.

**Note-II**: There will be negative marking of 0.25 marks for each wrong answer. Candidates are, therefore, advised to keep this in mind while answering the questions.

(iii) **SYLLABUS**

(a) **English language**. Testing of candidates on understanding of the English Language and its correct usage, vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage. Questions on Paragraph Writing / Report Writing / Letter writing etc may be included.

(b) **General Intelligence**. It would include questions of both verbal and non-verbal type. The test will include questions on analogies, similarities and differences, visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, arithmetical reasoning, verbal analysis figure classification, arithmetical number series, non-verbal series etc. The test will also include questions designed to test the candidate's abilities to deal

will abstract ideas and symbols and their relationship, arithmetical computation and other analytical functions, etc.

(c) **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 and educated persons. The test will also include questions relating to India and its neighboring 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, etc.

(d) **Arithmetic.** Questions will cover number system including questions on simplification, decimals, fractions, LCM, HCF, Ratio and Proportion, Percentage, Average, Profit and Loss, Discount, Simple and Compound Interest, Measurement, Time and Work, Ratio and Time, Time and Distance, Tables and Graphs, etc.

(e) **Specialized Topic:** A special approach of questions shall be included from Basic knowledge of meter reading and connected aspects.

**Note: If relevant** For VH candidates of 40% and above visual disability and opting for SCRIBE there will be no component of Maps/Graphs/Diagrams/Statistical Data in the General Intelligence & Reasoning / General Awareness Paper. In case these type of questions are there, they shall be deemed to be not applicable to these candidates and total number of questions shall be reduced to that extent and total marks derived accordingly.

(h) **CANE MAN**

(i) **SCHEME OF EXAMINATION:** The examination will consist of a written examination for the post of **Caneman (Of the level of Matriculation or ITI in corresponding trade).**

(ii) **SCHEME OF THE WRITTEN EXAMINATION AND SYLLABUS :** The written examination will consist of **one objective type** paper as shown below:-

Part	Subject	Maximum Marks	Total Duration / Timing for General Candidates	Total duration / Timing for Visually Handicapped candidates
I	General Intelligence & Reasoning ( 25questions)	25	2 Hours 10.00 A.M. to 12.00 Noon	2 Hours 10.00 A.M. to 12.20 Noon
II	Numerical Aptitude ( 25 questions)	25		
III	General English (30	25		

	questions)			
IV	General Awareness(55 questions)	55		

**Note-I :** The Paper will consist of Objective Type- Multiple choice questions only. The questions will be set both in English & Hindi, except Part III.

**Note-II:** There will be negative marking of 0.25 marks for each wrong answer. Candidates are, therefore, advised to keep this in mind while answering the questions.

(iii) **SYLLABUS**

(a) **English language.** Testing of candidates on understanding of the English Language and its correct usage, vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage. Questions on Paragraph Writing / Report Writing / Letter writing etc may be included.

(b) **General Intelligence.** It would include questions of both verbal and non-verbal type. The test will include questions on analogies, similarities and differences, visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, arithmetical reasoning, verbal analysis 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, etc.

(c) **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 and educated persons. The test will also include questions relating to India and its neighboring 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, etc.

(d) **Arithmetic.** Questions will cover number system including questions on simplification, decimals, fractions, LCM, HCF, Ratio and Proportion, Percentage, Average, Profit and Loss, Discount, Simple and Compound Interest, Measurement, Time and Work, Ratio and Time, Time and Distance, Tables and Graphs, etc.

**Note:** **If relevant** For VH candidates of 40% and above visual disability and opting for SCRIBE there will be no component of Maps/Graphs/Diagrams/Statistical Data in the General Intelligence & Reasoning / General Awareness Paper. In case these type of questions are there, they shall be deemed to be not applicable to these

candidates and total number of questions shall be reduced to that extent and total marks derived accordingly.

(j) **MATE**

(i) **SCHEME OF EXAMINATION**: The examination will consist of a written examination for the post of **Mate (of the level of Matriculation or ITI in Corresponding trade)**

(ii) **SCHEME OF THE WRITTEN EXAMINATION AND SYLLABUS** : The written examination will consist of **one objective type** paper as shown below:-

Part	Subject	Maximum Marks	Total Duration / Timing for General Candidates	Total duration / Timing for Visually Handicapped candidates
I	General Intelligence & Reasoning ( 25questions)	25	2 Hours 10.00 A.M. to 12.00 Noon	2 Hours 10.00 A.M. to 12.20 Noon
II	Numerical Aptitude ( 25 questions)	25		
III	General English & General Awareness (30 questions)	30		
IV	<u>Specialized Trade Topic</u> (50 questions)	50		

**Note-I :** The Paper will consist of Objective Type- Multiple choice questions only. The questions will be set both in English & Hindi, except Part III.

**Note-II:** There will be negative marking of 0.25 marks for each wrong answer. Candidates are, therefore, advised to keep this in mind while answering the questions.

(iii) **SYLLABUS**

(a) **English language.** Testing of candidates on understanding of the English Language and its correct usage, vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage. Questions on Paragraph Writing / Report Writing / Letter writing etc may be included.

(b) **General Intelligence.** It would include questions of both verbal and non-verbal type. The test will include questions on analogies, similarities and differences, visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, arithmetical reasoning, verbal analysis 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, etc.



(c) **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 and educated persons. The test will also include questions relating to India and its neighboring 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, etc.

(d) **Arithmetic.** Questions will cover number system including questions on simplification, decimals, fractions, LCM, HCF, Ratio and Proportion, Percentage, Average, Profit and Loss, Discount, Simple and Compound Interest, Measurement, Time and Work, Ratio and Time, Time and Distance, Tables and Graphs, etc.

(e) **Specialized Topic:** A special approach of questions shall be included from Basic knowledge of different trades as mentioned above.

**Note:** If relevant For VH candidates of 40% and above visual disability and opting for SCRIBE there will be no component of Maps/Graphs/Diagrams/Statistical Data in the General Intelligence & Reasoning / General Awareness Paper. In case these type of questions are there, they shall be deemed to be not applicable to these candidates and total number of questions shall be reduced to that extent and total marks derived accordingly.

## 17. **MODE OF SELECTION.**

(a) Candidates will be short-listed on the basis of their performance in the Written Examination & Interview (if applicable in that category). Candidates who qualify will be recommended for appointment by the Recruiting Authority.

(b) Provided that SC, ST, OBC and PH (OH/HH) candidates, who are selected on their own merit without relaxed standards along with candidates belonging to other communities, will not be adjusted against the reserved share of vacancies. Such SC, ST, OBC and PH candidates will be accommodated against the general/unreserved vacancies as per their position in the overall Merit List. The reserved vacancies will be filled up separately from amongst the eligible SCs, STs, OBCs and PH candidates which will thus comprise of SC, ST, OBC and PH candidates who are lower in merit than the last general candidate on merit list of unreserved category but otherwise found suitable for appointment even by relaxed standard. A physically Handicapped category candidate who qualified on the basis of relaxed standard viz. age limit, experience or qualifications, will be counted against reserved vacancies and not against general vacancies subject to fitness of such candidate for selection. Such candidate may also be recommended at the relaxed standards to the extent the number of vacancies reserved for them to make up for the deficiency in the reserved quota, irrespective of their rank in the order of merit.

(c) Success in the examination confers no right of appointment unless government is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects of appointment to the service/post.

**Note-I.** The candidates applying for the examination should ensure that they fulfill all the eligibility conditions for admission to the examination. Their admission at all the stages of examination will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If, on verification, at any time before or after the written examination, it is found that they do not fulfill any of the eligibility conditions, their candidature for the examination will be cancelled by the Recruiting Authority.

**Note-II.** Candidates, who are appointed on the basis of this examination, shall be on probation for a period of two years and during the period of probation, the candidates would be required to undergo such training or pass such examinations as prescribed as prescribed by the Controlling Authority. On successful completion of the period of probation, the candidates shall, if considered fit for permanent appointment be confirmed to their post by the Controlling Authority.

18. **RESOLUTION OF TIE CASES**. In cases where more than one candidates secure the equal aggregates marks, tie will be resolved by applying the following methods one after another:-

- (a) Total marks in written examination.
- (b) Date of birth, the candidate older in age gets preference.
- (c) Alphabetical order in the first names of the candidates appear i.e. a candidate whose name begins with the alphabet which comes first in the alphabetical order gets preference.

19. **HOW TO APPLY**

(a) Candidates must apply in the application format published alongwith this advertisement and fill up all the columns in their own hand in block letters. Candidate may also apply on plain paper but the format should exactly be the same as published in the advertisement.

(b) Applications on formats other than the one indicated will be summarily rejected.

(c) If any wrong entries are made by the candidates in the application form, their applications shall be rejected and the Deptt will not be responsible for such rejection. No representation against such rejection will be entertained.

(d) Application filled in on the format used for previous recruitment or some other advertisement will not be considered. The candidates should further note that Application Form will **NOT** be supplied by the Dept.

(e) Applications on the prescribed format should be submitted alongwith the documents / certificates given below:-

- (i) Two self-addressed envelopes of size 28 cm x 12 cm with postage stamp of Rs 60/- affixed on each envelope.

(ii) **Admit Card for Written Test.** The admit card for written test shall be submitted in duplicate as per format duly affixed with self-attested pass port size photograph in the space provided for and by duly filling Ser No 1 to 3, **alongwith the application form.** Mere submission of admit card does not imply or convey any assurance that the candidate will be called for the written test.

(iii) Self attested photocopies of educational qualification certificates, caste certificate and certificates in support of any claim / relaxation (wherever applicable) are to be enclosed with the application.

## **SERVICE CONDITIONS**

20. The candidates finally selected for appointment will be for Ministry of Defence (Govt of India) and are likely to be posted to any unit under Military Engineer Services in the States of India & will be liable to be appointed/transferred to any where in India with All India Transfer Liability and also for Field Service Liability (Civilian in Defence) as applicable.

21. **HEALTH.** A candidate must be in sound mental and bodily health and free from any physical illness which is likely to interfere with the efficient discharge of his/her **duties like check for night blindness & colour blindness etc in case of CMD (OG).** A candidate, who, after such medical examination as may be prescribed by the competent authority, is found not to satisfy these requirements will not be appointed. Only such candidates as are likely to be considered for appointment will have to be medically examined. **The candidate has to be declared medically fit for field service by the competent medical authority.**

22. **ADVISORY.** Written exams are likely to be conducted on the same date all over India (in all regions). Hence it is advised that candidates apply only for their preferred place/location to the designated recruiting authority.

23. **Name of the post i.e. D'Man, Supvr B/S, SK-II, CMD(OG), Peon, Chowkidar, Safaiwala, Chowkidar (Khansama), Meter Reader, Canemena & Mate alongwith category (UR/SC/ST/OBC/PH)** must be clearly written in **BLOCK CAPITAL** letters on the top of envelope.

24. The full postal address of the Recruiting Authority to whom application along with documents as specified above for the various categories are to be forwarded as per Para 14 above.

25. Candidates whose applications are found to be complete in all respect along with all necessary documents and found eligible only will be called for written test.

26. Candidates will not be entitled to any TA/DA for attending the written test & interview.

27. **CERTIFICATES TO BE ATTACHED.** Candidates should ensure that they should attach with their application attested/self attested copies of the following documents:-

(a) Matriculation or equivalent certificate in support of their declaration of age.

(b) Education qualification certificates.

(c) If the qualification possessed by the candidate is equivalent, then the authority (which ever is applicable) under which it has been so treated must be indicated.

(d) An attested copy of a certificate in support of any claim / relaxation (wherever applicable) in the prescribed form issued by the competent authority (original to be produced at the time of interview/Practical Test).

(e) Certificate(s) from the Head(s) or Organisation(s)/Department(s) for the entire experience claimed, clearly mentioning the duration of employment (date, month & year) indicating the basic pay and consolidated pay. The certificate(s) should also mention the nature of duties performed/experience obtained in the posts(s) with durations(s)

28. Applications received after last date due to postal delay or any other reason will be summarily rejected. The Recruiting Agency will not be responsible for any postal delay in respect of any communication.

**Note – I.** Candidates should note that only the date of birth as recorded in the Matriculation, Higher secondary examination certificate will only be accepted.

**Note – II.** Application not accompanied by attested photograph, attested copies of civil education certificates or incomplete application form and/or not conforming to the above requirements will be summarily rejected and applicants will have no claim whatsoever.

**Note –III.** **Original certificates should not be sent with the application.** These should be produced at the time of verification of the same.

### **INSTRUCTIONS FOR DEPARTMENTAL CANDIDATES / GOVT EMPLOYEES**

29. Persons already in Government service, whether in permanent or temporary capacity or as work charge employees other than casual or daily rated employees are required to submit the application through proper channel. However, their candidature will be subject to receipt of application by due date.

30. Persons already in Military Engineer Service, whether in permanent or temporary capacity other than casual or daily rated employees are not required to submit the application through proper channel. The date for determining the eligibility of all candidates in every respect shall be the normal closing date prescribed for receipt of application.

### **ADDITIONAL INFORMATION AND GENERAL INSTRUCTIONS FOR ALL CANDIDATES.**

31. Candidates must read the instructions mentioned in the preceding paras before filling the Application Form. He must fill the form strictly according to the instructions.

32. Merely fulfilling the basic selection criteria one does not automatically entitle to be called for test.

33. Candidates must ensure that no column is left blank or wrongly filled as the information furnished there would be used for deciding the eligibility and suitability of the candidate for being called for the written test and / interview. Applications not filled correctly and as per the instructions are liable to be rejected and the onus of such rejection would be on the candidate himself. The Deptt will not entertain any claim after such rejection.

34. Copies of certificate should be attached in support of information given in the form where necessary. Any information contained in the attached certificates shall not be considered unless it is claimed in the application form.

35. The use of mobiles phones, calculators and any other electronic computing and memory devices is banned in Examination hall.

36. The call for test conveys no assurance whatsoever that the candidate will be selected / appointed.

37. Candidates will be informed of the result of their applications in due course and any interim enquiries about the result are therefore, unnecessary and will not be attended to. The Deptt will not enter into correspondence with the candidates about reasons for their non-selection for appointment. The results will be available on MES website **mes.gov.in**.

38. Incomplete or illegible applications or unsigned or undated or applications without standard passport size photographs and applications of underage/overage aspirants will be rejected.

39. Format for Disability Certificate, Undertaking to be given by the Ex-Servicemen, SC/ST Certificate and OBC Certificate is attached.

### **DISQUALIFICATION**

40. Individual who has entered into or contracted a marriage with a person having a living spouse; or

41. Individual who, having a spouse living, has entered into or contracted a marriage with any person, shall not be eligible for appointment to the service.

**Note** : Central Government may exempt any person from the operation of rules at Para quoted above, if satisfied that such marriage is permissible under the personal law applicable to such person and other party to the marriage and that there are other grounds for so doing.

42. 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/close relatives working in MES, or who have willfully 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.

### **ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT**

43. Candidates are warned that they should not furnish any particulars that are false or suppress any material information in filling up the application form. Candidates are also warned that they should in no case tamper with entry in a documents or its attested /certified copy submitted by them nor should they submit a tampered/fabricated documents. If there is any inaccuracy or any discrepancy between two or more such documents or their attested /certified copies, an explanation regarding the discrepancy should be submitted.

44. A candidate who is or has been declared by the Deptt to be guilty of the acts/omissions specified above including attempt to commit, or abetting, as the case may be, of all or any of

the acts specified in the under mentioned clauses may, in addition to rendering himself / herself liable to criminal prosecution, will also be liable:-

- (a) To be disqualified by the Deptt from selection for which he/she is a candidate, and/or
- (b) To be debarred either permanently or for a specified period:-
  - (i) By the Deptt from any examination or selection held by them.
  - (ii) By the Central Government from any employment under them, and
  - (iii) If he/she is already in service under Government to disciplinary action under the appropriate rules.

45. The acts/omissions which will invite the prosecution mentioned in Para above are:-

- (a) Obtaining support of his/her candidature by any means, or
- (b) Impersonating, or
- (c) Procuring impersonation by any person, or
- (d) Submitting fabricated documents or documents which have been tampered with, or
- (e) Making statements which are incorrect or false or suppressing material information, or
- (f) Resorting to any other irregular or improper means in connection with his/her candidature for the selection
- (g) Using unfair means during the test, or
- (h) Writing irrelevant matter including obscene language or pornographic matter, in the scripts(s), or
- (j) Misbehaving in any other manner in the examination hall, or
- (k) Harassing or doing bodily harm to the staff employed by the Deptt for the conduct of their test, or
- (l) Bringing mobile phone/communication device in the examination hall / interview room.
- (m) Canvassing in any form.

46. **RECRUITING AUTHORITY'S DECISION FINAL.**

The decision of the Recruiting Authority in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination (s) and interviews, allotment of examination centres, selection and allotment of

posts/Command/CsWE to selected candidates will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

**47. COURT JURISDICTION.**

Any dispute in regard to this recruitment will be subject to courts/tribunals having jurisdiction over the concerned Commands/CsWE of the MES where the candidate has submitted the application.

Annexure 'I'

**FORMAT OF APPLICATION FORM FOR POSTS OF  
MILITARY ENGINEER SERVICES (MES)**

Employment Notice No :

Closing date :

Time : 1700 hours

**(FORM TO BE FILLED IN BLOCK LETTERS IN CANDIDATE'S OWN HANDWRITING)  
(PLEASE KEEP ONE BLANK BOX IN BETWEEN WORDS)  
(PLEASE WRITE ONE LETTER ONLY IN ONE BOX)**

1. (a) Post applied for (Tick on one only)
- |                          |                          |                          |                          |                          |                          |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| D'ManSupvr               | B/S                      | SK-II                    | CMD (OG)                 | Peon                     | Chow                     |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Safaiwala                | Chow (Kh)                | Meter Reader             | Caneman                  |                          |                          |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Affix latest passport size Photograph duly pasted and self attested.

(i) SPECIFY COMMAND PREFERENCE FOR(fill 1 to 6 in order of preference)

- |                          |                          |                          |                          |                          |                          |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| EC                       | WC                       | NC                       | SC                       | CC                       | SWC                      |

(b) **MATE ONLY**

(i) **CWE AREA FOR WHICH APPLIED FOR**

2. Name of the candidate:

FIRST NAME	MIDDLE NAME	SURNAME

3. Sex :  (write 'M' for male and 'F' for female in the box)

4. Father's/Husband's Name :

FIRST NAME	MIDDLE NAME	SURNAME

5. (a) Candidates Date of Birth (In figure) :

D	D	M	M	Y	YYY

(b) Candidates Date of Birth (In words) :





- (c) Category to which the candidate belongs :  
(certificate to be attached as per proforma)
- (d) Whether physically Handicapped (Yes/No) :  Y  N  
(if yes, disability certificate to be attached as per proforma)
- (e) Whether Ex-servicemen (Yes/No) :  Y  N  
(if yes, undertaking certificate to be attached as per proforma)

.....3

3

- (f) Whether serving in MES Department (Yes/No) :  Y  N  
(If yes, apply directly)
- (g) Whether serving in other than MES Department :  Y  N  
(Yes/No)(If 'Yes', apply through proper channel)

10. Experience in the subject field of selection :

Name of Organisation	From	To	Duration		Salary drawn
			Year	Month	

11. Identification marks of the candidate : (a)

(b)

12. Whether you were ever debarred or disqualified by any Public Service Commission/recruitment board from any of their examination/selection :  Y  N
13. Whether you have ever been convicted by any Court for any offence :  Y  N
14. Do you have any relative working in MES :  Y  N
15. If Yes, give name, post, relation & official address of the relative :

Place :

Date :

(Signature of the Candidate)

(Name of the candidate in capital letters)

**Note:-**Admit Card for written test and Interview and declaration as attached to be filled and sent with the application form.

## **DECLARATION**

1. I have not submitted other application for this examination. I am aware that if I contravene this rule, my application will be rejected summarily by the Department.
2. I have read the provisions in the Notice of the examination carefully and I hereby undertake to abide by them.
3. I further declare that I fulfill all the conditions of eligibility regarding age limits, educational qualifications, etc prescribed for admission to the examination. I have enclosed attested photocopies of following certificates in support my claim for educational qualifications, age, category(SC/ST/ExServicemen/OBC/Orally handicapped/Hearing handicapped/Visually handicapped) and age relaxation :-
  - (a)
  - (b)
  - (c)
4. I hereby further declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after examination, my candidature/appointment is liable to be cancelled.

Place :

Date :

(Signature of the Candidate)

(Name of the candidate in capital letters)

### **Notes :-**

1. Name of the post applied, and category (Gen/OBC/SC/ST) should be mentioned at the top of the envelope.
2. Attested photocopies of Matriculation or equivalent certificate indicating date of birth, Matriculation marks sheet, essential certificates for category, such as SC/ST/OBC/Widows/Sportsmen/Ex-servicemen etc should be enclosed with the application or else application shall be rejected)
3. Two self addressed envelope of size 28 x 12 cm should also be enclosed with postal stamp of Rs 60/- each with the application.
4. Registration with employment exchange is not mandatory.
5. ORIGINAL CERTIFICATE WILL **NOT** BE ATTACHED WITH THE APPLICATION. ONLY SELF ATTESTED PHOTOCOPIES TO BE ENCLOSED. DEPARTMENT WILL NOT BE RESPONSIBLE FOR LOSS OF ORIGINAL CERTIFICATES IF FORWARDED BY THE APPLICANT.

# **ADMIT CARD FOR WRITTEN TEST**

**TO BE SUBMITTED IN DUPLICATE ON SEPARATE SHEETS IN DOUBLE SPACE**

**(Ser No 1, 2,3 only to be filled by the Candidate) (Without Admit card  
Candidates are not allowed to attend the written test)**

**Admit Card/Roll No :  
(To be filled by issuing Authority)**

**Candidate Copy/Office Copy**

Paste (don't  
staple) your  
recent  
passport size  
photograph  
duly **self**  
**attested**

1. **Name** :
2. **Full Address for Communication** :  
**(with PIN Code)**
3. **Post applied for** :
4. **Date of written test** :
5. **Time of written test** :
6. **Venue of written test** :

**Date & Signature of the Applicant**

**(Signature of Issuing Officer  
with Stamp)**

**Note :**

- (a) **Candidates should bring pen, clip board etc.**
- (b) **D'Man should bring drawing board, drawing instrument, pen clip board etc.**
- (c) **No other electronic gadget like mobile phone, calculators etc are allowed.**

# **ADMIT CARD FOR PRACTICAL TEST/INTERVIEW**

**TO BE SUBMITTED IN DUPLICATE ON SEPARATE SHEETS IN DOUBLE SPACE**

**(Ser No 1, 2,3 only to be filled by the Candidate) (Without Admit card  
Candidates are not allowed to attend the Practical/Interview)**

**Admit Card/Roll No :  
(To be filled by issuing Authority)**

**Candidate Copy/Office Copy**

Paste (don't  
staple) your  
recent  
passport size  
photograph  
duly **self**  
**attested**

1. **Name** :
2. **Full Address for Communication** :  
**(with PIN Code)**
3. **Post applied for** :
4. **Date of Practical test/Interview** :
5. **Time of Practical test/Interview** :
6. **Venue of Practical test/Interview** :

**Date & Signature of the Applicant**

**(Signature of Issuing Officer  
with Stamp)**

**Note : All documents/testimonials in Original regarding date of birth, category, qualification, experience etc will have to be produced at the time of Interview/practical test, failing which the candidature is likely to be cancelled.**

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

Certificate No :

Date :

**DISABILITY CERTIFICATE**

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

This is certified that Shri/Smt/Kum \_\_\_\_\_  
son/wife/daughter of Shri \_\_\_\_\_ age \_\_\_\_\_  
sex \_\_\_\_\_ identification marks \_\_\_\_\_ is  
suffering from permanent disability of following category :-

A. Locomotors 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) BH – 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 :-

B – Blind  
PB – Partially Blind

C. Hearing impairment :-

D- Deaf  
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.

Sh./Smt/Kum \_\_\_\_\_ meets the following physical requirement for discharge of his/her duties :-

- |        |   |         |
|--------|---|---------|
| (i)    | F – can perform work by manipulating with fingers | -Yes/No |
| (ii)   | PP- can perform work by pulling and pushing       | -Yes/No |
| (iii)  | L – can perform work by lifting                   | -Yes/No |
| (iv)   | KC – can perform work by kneeling and crouching   | -Yes/No |
| (v)    | B- can perform work by bending                    | -Yes/No |
| (vi)   | S- can perform work by sitting                    | -Yes/No |
| (vii)  | ST-can perform work by standing                   | -Yes/No |
| (viii) | W- can perform work by walking                    | -Yes/No |
| (ix)   | SE-can perform work seeing                        | -Yes/No |
| (x)    | H-can perform work by hearing/speaking            | -Yes/No |
| (xi)   | RW-can perform work by reading and writing        | -Yes/No |

(Dr \_\_\_\_\_)  
Member  
Medical Board

(Dr \_\_\_\_\_)  
Member  
Medical Board

(Dr \_\_\_\_\_)  
Chairperson  
Medical Board

Countersigned by the  
Medical Superintendent/CMO/  
Head of Hospital(with seal)

\*Strike out which is not applicable

## **UNDERTAKING TO BE GIVEN BY THE EX-SERVICEMEN**

I understand that if selected on the basis of the recruitment/examination to which the application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the appointment, that I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to Ex-servicemen in terms of the Ex-Servicemen(re-employment in Central Civil services and posts rules 1979 as amended from time to time)

I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-Serviceman in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies, Nationalised Banks etc) by availing of the concession of reservation of vacancies admissible to Ex-Servicemen.

I further submit the following informations :-

- (a) Date of appointment in Armed Forces : \_\_\_\_\_
- (b) Date of Discharge : \_\_\_\_\_
- (c) Length of Service in Armed Forces : \_\_\_\_\_
- (d) My last unit/Corps : \_\_\_\_\_

(Signature of candidate)

**Note** : Candidate should attach the copy of discharge certificate alongwith the undertaking above.

## FORMAT FOR SC/ST CERTIFICATE

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribe should submit in support of his claim an attested/clarified copy of a certificate in the form given below, from the District Officer or the sub-divisional officer or any other officer as indicated below of the District in which his parents (or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education. Wherever photograph is an integral part of the certificate, only attest photocopies of such certificates and not any other attested or true copy will be accepted.

(The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India)

1. This is to certify that Shri/Shrimati/Kumari  
\_\_\_\_\_ Son/Daughter of \_\_\_\_\_ of \_\_\_\_\_ village/town/\* in  
District/Division\* \_\_\_\_\_ of the state/union territory\* \_\_\_\_\_ belongs to the  
Caste/tribes\* under \_\_\_\_\_ which is recognized as a scheduled Caste/Scheduled  
Tribes\* 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 1958, the Bombay Reorganization Act 1960 & the Punjab Reorganization Act 1966, the state of Himachal Pradesh Act 1970, the North-Eastern Area (Reorganization) Act 1971 and the Scheduled Castes and Scheduled Tribes Order (Amendment) Act 1976.

The Constitution (Jammu & Kashmir) Scheduled Castes Order 1958 \_\_\_\_\_

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

The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order 1962

The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962 @

The Constitution (Pondichery) Scheduled Caste Order 1964 @

The Constitution (Scheduled Tribes) (Uttar Pradesh) Order 1964 @

The Constitution (Goa, Daman & Diu) Scheduled Castes Order 1968 @

The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968 @

The Constitution (Nagaland) Scheduled Tribes Order 1970 @

The Constitution (Sikkim) Scheduled Caste Order 1978 @

The Constitution (Sikkim) Scheduled Tribes Order 1978 @

The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989 @

The Constitution (SC) Orders (Amendment) 1990 @

The Constitution (ST) Orders (Amendment) Ordinance 1991 @

The Constitution (ST) Orders (Second Amendment) Ordinance 1991 @

The Constitution (ST) Orders (Amendment) Ordinance 1996 @

&2. Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration.



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 District/Division\* \_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_ who belong to the \_\_\_\_\_ Caste/Tribe which is recognized as a Scheduled Caste/Scheduled 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 \_\_\_\_\_.

Signature \_\_\_\_\_

Designation \_\_\_\_\_  
(with seal of office)

State/Union Territory

Place \_\_\_\_\_

Date \_\_\_\_\_

- \* Please delete the words which are not applicable
- @ Please quote specific presidential order.
- & Delete the paragraph which is not applicable

**Note :** The term ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act 1950.

List of authorities empowered to issue Caste/Tribe Certificate ;

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy Collector/Ist Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tehsildar.
- (iv) Sub-Divisional Officer of the area where the candidate and/or his family normally resides.

**Note:** ST candidates belonging to TamilNaduState should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

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

**G.I Dept of Pers&Trg. O.M No 36033/28/04-Estt(Res) dt 02 Jul 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 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 12011/68/94-BCC dated 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 12011/7/93/95-BCC dated 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 6<sup>th</sup> December 1993, 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 08 Sep 1993.

Dated :

(District Magistrate)  
Deputy Commissioner etc)

SEAL

\* Strike out whichever is not applicable

- N.B (a) The term “Ordinarily” used here will have the same meaning as in Section 20 of the Representation of the People’s Act 1950
- (b) The authorities competent to issue caste certificate are indicated below :-
- (i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/First Class Stipendiary Magistrate/Sub Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioners/(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 Teshildar, and
  - (iv) Sub-Divisional Officer of the area where the candidate and/or his family resides.

**CONDENSED VERSION OF THE ADVERTISEMENT**  
**MILITARY ENGINEER SERVICES (MES)**

**EMPLOYMENT NOTICE NO : 34303/LRS 12-13/E1B(S)**

**LAST DATE OF RECEIPT OF APPLICATION : 03 JAN 2015 (1700 HRS) FOR ALL CANDIDATES AND 10 JAN 2015 (1700 HRS) FOR CANDIDATES BELONGING TO ASSAM, MEGHALAYA, ARUNACHAL PRADESH, MIZORAM, MANIPUR, NAGALAND, TRIPURA, SIKKIM, LADAKH DIVISION OF J&K STATE, LAHAUL & SPITI DISTT AND PANGI SUB DIV OF CHAMBA DISTT OF HP, A&N ISLANDS AND LAKSHADWEEP**

1. Applications are invited in the prescribed format for appointment to D'Man, Supvr B/S, SK-II, CMD (OG), Peon, Chowkidar, Safaiwala, Chowkidar (Khansama), Meter Reader, Caneman, and Matein Military Engineer Services(MES) / Ministry of Defence from Indian Citizen as declared eligible by the Government of India. Last date of receipt of application is **03 Jan 2015**. For candidates belonging to Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti Distt and Pangi Sub Div of Chamba Distt of HP, A&N Islands and Lakshadweep, **the last date of receipt of application is 10 Jan 2015**.
2. For details, refer Advertisement No. \_\_\_\_\_ of Employment News Paper dated \_\_\_\_\_ and MES Website **mes.gov.in**.

**davp 10102/11/1738/1415**