



Government of India
Department of Atomic Energy
Directorate of Construction, Services and Estate Management
Vikram Sarabhai Bhavan, 2nd floor, North Wing, Anushaktinagar, Mumbai – 400 094.

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ADVERTISEMENT NO. DCSEM/ 01 /2022

LAST DATE OF RECEIPT OF APPLICATION: 29.04.2022

“GOVERNMENT STRIVES TO HAVE A WORKFORCE WHICH REFLECTS GENDER BALANCE AND WOMEN CANDIDATES ARE ENCOURAGED TO APPLY”

Directorate of Construction, Services and Estate Management (DCSEM), a constituent unit of Department of Atomic Energy (DAE) is responsible for providing infrastructural support and executing construction works for various Units of DAE including its Aided Institutions. DCSEM is responsible for operation and maintenance of various services, estate management for the housing colonies of DAE at Mumbai. This Directorate also takes up project management consultancy for other Government Departments.

Applications are invited in the attached format from young, dynamic and dedicated candidates fulfilling the qualifications, having minimum age of 18 years and maximum age as prescribed against each post as on **29.04.2022** for the following posts in DCSEM.

I. Technical Officer/C (Group A post - Level 10 in the Pay Matrix-Entry pay: Rs.56100 plus DA and other allowances as admissible to Central Government Employees)

No. of vacancies: 3 (SC-1 / OBC-2)

Post Code	Post	Number of posts	SC	ST	OBC	EWS	UR	Educational Qualifications										
1	Technical Officer/C (Civil)	2	1	0	1	0	0	B.E. / B.Tech. in Civil Engineering from a recognized University with a minimum of 60 % marks. <u>Maximum age limit</u> <table border="1"><thead><tr><th>SC</th><th>ST</th><th>OBC</th><th>EWS</th><th>UR</th></tr></thead><tbody><tr><td>40</td><td>Not Eligible</td><td>38</td><td>Not Eligible</td><td>Not Eligible</td></tr></tbody></table>	SC	ST	OBC	EWS	UR	40	Not Eligible	38	Not Eligible	Not Eligible
SC	ST	OBC	EWS	UR														
40	Not Eligible	38	Not Eligible	Not Eligible														
2	Technical Officer/C (Mechanical)	1	0	0	1	0	0	B.E. / B.Tech. in Mechanical Engineering from a recognized University with a minimum of 60 % marks. <u>Maximum age limit</u> <table border="1"><thead><tr><th>SC</th><th>ST</th><th>OBC</th><th>EWS</th><th>UR</th></tr></thead><tbody><tr><td>Not Eligible</td><td>Not Eligible</td><td>38</td><td>Not Eligible</td><td>Not Eligible</td></tr></tbody></table>	SC	ST	OBC	EWS	UR	Not Eligible	Not Eligible	38	Not Eligible	Not Eligible
SC	ST	OBC	EWS	UR														
Not Eligible	Not Eligible	38	Not Eligible	Not Eligible														

SELECTION PROCEDURE:

In case the response is more, DCSEM reserves the right to restrict the number of candidates to be called for interview by conducting screening test of the eligible candidates. Final selection will be on the basis of performance in personal interview alone.

II. Scientific Assistant/B (Group B post-Level 6 in the Pay Matrix-Entry pay: Rs.35400 plus DA and other allowances as admissible to Central Government Employees)

No. of vacancies: 10 (ST-2 / OBC-3 / EWS-1 / UR-4)

Post Code	Post	Number of posts	SC	ST	OBC	EWS	UR	Educational Qualifications										
3	Scientific Assistant/B (Civil)	6	0	1	2	1	2	<p>Diploma in Civil Engineering from a recognized University with a minimum of 60% marks (3 years after S.S.C. OR 2 years after H.S.C)</p> <p><u>Maximum age limit</u></p> <table border="1"> <thead> <tr> <th>SC</th> <th>ST</th> <th>OBC</th> <th>EWS</th> <th>UR</th> </tr> </thead> <tbody> <tr> <td>30*</td> <td>35</td> <td>33</td> <td>30</td> <td>30</td> </tr> </tbody> </table> <p>*Post is not reserved for SC</p>	SC	ST	OBC	EWS	UR	30*	35	33	30	30
SC	ST	OBC	EWS	UR														
30*	35	33	30	30														
4	Scientific Assistant/B (Mechanical)	2	0	0	1	0	1	<p>Diploma in Mechanical Engineering from a recognized University with a minimum of 60% marks (3 years after S.S.C. OR 2 years after H.S.C)</p> <p><u>Maximum age limit</u></p> <table border="1"> <thead> <tr> <th>SC</th> <th>ST</th> <th>OBC</th> <th>EWS</th> <th>UR</th> </tr> </thead> <tbody> <tr> <td>30*</td> <td>30*</td> <td>33</td> <td>Not Eligible</td> <td>30</td> </tr> </tbody> </table> <p>*Post is not reserved for SC/ST</p>	SC	ST	OBC	EWS	UR	30*	30*	33	Not Eligible	30
SC	ST	OBC	EWS	UR														
30*	30*	33	Not Eligible	30														
5	Scientific Assistant/B (Electrical)	2	0	1	0	0	1	<p>Diploma in Electrical Engineering from a recognized University with a minimum of 60% marks (3 years after S.S.C. OR 2 years after H.S.C)</p> <p><u>Maximum age limit</u></p> <table border="1"> <thead> <tr> <th>SC</th> <th>ST</th> <th>OBC</th> <th>EWS</th> <th>UR</th> </tr> </thead> <tbody> <tr> <td>30*</td> <td>35</td> <td>30*</td> <td>Not Eligible</td> <td>30</td> </tr> </tbody> </table> <p>*Post is not reserved for SC/OBC</p>	SC	ST	OBC	EWS	UR	30*	35	30*	Not Eligible	30
SC	ST	OBC	EWS	UR														
30*	35	30*	Not Eligible	30														

SELECTION PROCEDURE:

Selection will be on the basis of performance in personal interview. This Directorate reserves the right to restrict the number of candidates to be called for interview by conducting a Screening Test of eligible candidates. Candidates will be called for interview on the basis of merit of marks obtained in Screening test in the ratio 1:5. Marks secured in Screening Test shall not be taken into account for the final selection.

Test will consist of 50 multi choice questions (choice of 4 answers) of one hour duration in the respective discipline.

Marking Scheme: 3 marks will be awarded for each correct answer and 1 mark will be deducted for each incorrect answer.

III. Technician/B (Group C post-Level 3 in the Pay Matrix-Entry pay: Rs.21700 plus DA and other allowances as admissible to Central Government Employees)

No. of vacancies: 20 (ST-3 / OBC-8# / EWS-2 / UR-7)

#Includes 3 backlog vacancies.

One post each is reserved for HH (Hearing Handicapped) and OH (Orthopedically Handicapped) as given below. Physical disability should not be less than 40%.

Post Code	Post	Number of posts	SC	ST	OBC	EWS	UR	Educational Qualifications										
6	Technician/B (Plumbing)	4	0	1	2	0	1	<p>Minimum 60% marks in SSC (with Science and Maths) plus Trade certificate in Plumbing.</p> <p><u>Maximum age limit</u></p> <table border="1"> <thead> <tr> <th>SC</th> <th>ST</th> <th>OBC</th> <th>EWS</th> <th>UR</th> </tr> </thead> <tbody> <tr> <td>25*</td> <td>30</td> <td>28</td> <td>Not Eligible</td> <td>25</td> </tr> </tbody> </table> <p>*Post is not reserved for SC</p>	SC	ST	OBC	EWS	UR	25*	30	28	Not Eligible	25
SC	ST	OBC	EWS	UR														
25*	30	28	Not Eligible	25														
7	Technician/B (Carpentry)	4	0	1	1	0	2	<p>Minimum 60% marks in SSC (with Science and Maths) plus Trade Certificate in Carpentry.</p> <p><u>Maximum age limit</u></p> <table border="1"> <thead> <tr> <th>SC</th> <th>ST</th> <th>OBC</th> <th>EWS</th> <th>UR</th> </tr> </thead> <tbody> <tr> <td>25*</td> <td>30</td> <td>28</td> <td>Not Eligible</td> <td>25</td> </tr> </tbody> </table> <p>*Post is not reserved for SC</p>	SC	ST	OBC	EWS	UR	25*	30	28	Not Eligible	25
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25*	30	28	Not Eligible	25														
8	Technician/B (Masonry)	2	0	0	1	0	1	<p>Minimum 60% marks in SSC (with Science and Maths) plus Trade Certificate in Masonry.</p> <p><u>Maximum age limit</u></p> <table border="1"> <thead> <tr> <th>SC</th> <th>ST</th> <th>OBC</th> <th>EWS</th> <th>UR</th> </tr> </thead> <tbody> <tr> <td>25*</td> <td>25*</td> <td>28</td> <td>Not Eligible</td> <td>25</td> </tr> </tbody> </table> <p>*Post is not reserved for SC/ST</p>	SC	ST	OBC	EWS	UR	25*	25*	28	Not Eligible	25
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25*	25*	28	Not Eligible	25														
9	Technician/B (Fitter)	2	0	0	1	1	0	<p>Minimum 60% marks in SSC (with Science and Maths) plus Trade Certificate in Fitting.</p> <p><u>Maximum age limit</u></p> <table border="1"> <thead> <tr> <th>SC</th> <th>ST</th> <th>OBC</th> <th>EWS</th> <th>UR</th> </tr> </thead> <tbody> <tr> <td>Not Eligible</td> <td>Not Eligible</td> <td>28</td> <td>25</td> <td>Not Eligible</td> </tr> </tbody> </table>	SC	ST	OBC	EWS	UR	Not Eligible	Not Eligible	28	25	Not Eligible
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10	Technician/B (Air-Conditioning)	2 (1 post reserved for HH)	0	0	1	0	1	<p>Minimum 60% marks in SSC (with Science and Maths) plus Trade Certificate in Air-Conditioning.</p> <p><u>Maximum age limit</u></p> <table border="1"> <tr> <td>SC</td> <td>ST</td> <td>OBC</td> <td>EWS</td> <td>UR</td> </tr> <tr> <td>25*</td> <td>25*</td> <td>28</td> <td>Not Eligible</td> <td>25</td> </tr> </table> <p>For PWD candidates, the maximum age limit is given below.</p> <table border="1"> <tr> <td>SC</td> <td>ST</td> <td>OBC</td> <td>EWS</td> <td>UR</td> </tr> <tr> <td>35*</td> <td>35*</td> <td>38</td> <td>Not Eligible</td> <td>35</td> </tr> </table> <p>*Post is not reserved for SC/ST</p>	SC	ST	OBC	EWS	UR	25*	25*	28	Not Eligible	25	SC	ST	OBC	EWS	UR	35*	35*	38	Not Eligible	35
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11	Technician/B (Electrical)	6 (1 post reserved for OH)	0	1	2	1	2	<p>Minimum 60% marks in SSC (with Science and Maths) plus Trade Certificate in Electrical.</p> <p><u>Maximum age limit</u></p> <table border="1"> <tr> <td>SC</td> <td>ST</td> <td>OBC</td> <td>EWS</td> <td>UR</td> </tr> <tr> <td>25*</td> <td>30</td> <td>28</td> <td>25</td> <td>25</td> </tr> </table> <p>For PWD candidates, the maximum age limit is given below.</p> <table border="1"> <tr> <td>SC</td> <td>ST</td> <td>OBC</td> <td>EWS</td> <td>UR</td> </tr> <tr> <td>35*</td> <td>40</td> <td>38</td> <td>35</td> <td>35</td> </tr> </table> <p>*Post is not reserved for SC</p>	SC	ST	OBC	EWS	UR	25*	30	28	25	25	SC	ST	OBC	EWS	UR	35*	40	38	35	35
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Candidates should meet any of the following requirements as regards Trade Certificate:

1. NTC (ITI pass out) of two year duration.
OR
2. NAC of Two years duration under Apprenticeship Training Scheme
OR
3. NTC (ITI pass out) of one year duration plus one year work experience after the completion of course.
OR
4. NTC (ITI pass out) of one-year duration plus NAC of minimum one year duration under Apprenticeship Training Scheme.

SELECTION PROCEDURE:

Selection process consists of the following:

Stage-1 - Preliminary Test:

Test will be common for all disciplines and consist of 50 multi choice questions (choice of 4 answers) of one hour duration in the following proportion.

- a. Mathematics (20 Questions)
- b. Science (20 Questions)
- c. General Awareness (10 Questions).

Marking Scheme: 3 marks will be awarded for each correct answer and 1 mark will be deducted for each incorrect answer.

Note: Candidates scoring <40% in General Category will be screened out. For reserved candidates, the lowest cutoff will not be fixed below 30%.

Stage-2 - Advanced Test:

All candidates screened in Stage-1 will be allowed to undertake an Advanced Test for the said post. The test will comprise 50 multi choice questions (choice of 4 answers) of two hours duration.

Marking Scheme: 3 marks will be awarded for each correct answer and 1 mark will be deducted for each incorrect answer.

Note: Candidates scoring <30% in General Category will be screened out. For reserved candidates, the lowest cutoff will not be fixed below 20%.

Stage-I and II tests will be conducted on the same day.

Merit list of candidates will be prepared after Stage-2 based upon the scores obtained in Stage-2 only.

In the event of tie, following criteria will be adopted in sequence for deciding position in merit list:

- Candidate with lower negative marks in Stage-2 to be placed higher on the merit list.
- Candidate with higher marks in Stage-1 to be placed higher on the merit list.
- Candidate with lower negative marks in Stage 1 to be placed higher on the merit list.
- Candidate with higher positive marks in Mathematics in Stage-1 to be placed higher on the merit list.
- Candidate with higher positive marks in Science in Stage-1 to be placed higher on the merit list.

Stage-3 - Trade/Skill Test:

Based upon the Merit List prepared after Stage-2, candidates will be shortlisted for Skill Test.

The number of candidates shortlisted for Skill Test would depend upon the number of candidates qualifying for Stage-2 but will not exceed 4-5 times the number of vacancies for the said post. The skill test will be conducted on a Go/No-Go basis for qualifying the candidates.

Candidates clearing the Trade/Skill Test will be shortlisted and empanelled in order of merit based on marks secured in Stage-2

NOTE:

Recruitment Norms for Scientific Assistant/B and Technician/B prescribe the eligibility criteria in terms of minimum qualification and percentage of marks. However, if candidates with higher qualifications opt for selection to the posts prescribed for lower qualification, they will not be denied in principle the opportunity of their recruitment, subject to their possessing the essential qualifications. Such candidates who are already overqualified or likely to complete the process of acquiring higher qualification after their recruitment with not less than 60% marks, will not be considered for promotion on the basis of Additional Qualification for the specified period as indicated below:

- | | | |
|-----------------------------------|---|----------|
| a) B.Sc. / Diploma in Engineering | - | 6 years |
| b) B.E. / B. Tech. / AMIE / M.Sc | - | 8 years |
| c) M.E. / M. Tech. / Ph.D. | - | 10 years |

AGE RELAXATION:

The upper age limit prescribed will be relaxable as given below:

1. Relaxation of 5 years in the upper age limit if a candidate belongs to SC/ST (for reserved posts only).
2. Relaxation of 3 years in the upper age limit if a candidate belongs to OBC category (for reserved posts only).
(Age relaxation is **not applicable** for SC/ST/OBC candidates **applying for Un-reserved posts**).
3. Relaxation of 10 years in upper age limit over and above the maximum age prescribed, is admissible to Persons with Disabilities, with percentage of disability not less than 40%, subject to production of certificate from the Govt. Hospital/Medical Board consisting of at least one specialist in the particular field, in support of their claim of disability.
4. Relaxation in the upper age limit of 5 years shall be admissible to all persons who had ordinarily been domiciled in Kashmir Division of the state of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989 provided that the relaxation in the upper age limit for appearing at any examination shall be subject to the maximum number of chances permissible under the relevant rules.

5. Relaxation in the Upper age limit of 5 years shall be admissible to children/family members of those who died in the 1984 Riots.
6. Relaxation in upper age limit to Ex-servicemen over and above the maximum age prescribed in the advertisement to the extent of service rendered in Defence plus three years.
7. Relaxation in upper age limit to Widows, Divorced women and Women judicially separated from their husbands and not re-married, upto the age of 35 years of age (40 years for SC/ST).
8. Relaxation in upper age limit to Departmental candidates with 3 years continuous service in the Central Government in the same line or allied cadre,
 - a. For appointment to Group C posts, upto 40 years of age (45 years for SC/ST).
 - b. For appointment to Group A and B posts, by 5 years for posts which are in the same line or allied cadres and where a relationship could be established that the service already rendered in a particular post will be useful for the efficient discharge of the duties of the post.

ADDITIONAL BENEFITS:

In addition to the normal Pay and Allowances as admissible under rules, the employees of the Department of Atomic Energy are entitled for:

- Exciting working environment
- Promotion avenues.
- Attractive performance related incentives.
- Attractive professional update allowance.
- Healthcare for self and family members.
- Leave Travel Concession for self and family.
- Reimbursement of Tuition fee, Departmental Accommodation etc. as per Government of India Orders.

APPLICATION FEES:

A non-refundable application fee is payable by candidates applying for the posts, by demand draft in favour of "Pay and Accounts Officer, DCSEM", payable at Mumbai, as indicated below.

Post Code	Post Name	Fee
1 to 2	Technical Officer / C	Rs. 500
3 to 5	Scientific Assistant / B	Rs. 300
6 to 11	Technician / B	Rs. 250

The following candidates are **exempted** from payment of Application fee:

- 1.) Candidates belonging to SC/ST
- 2.) Female Candidates
- 3.) Ex-Servicemen
- 4.) Persons with Disability (PWD)

HOW TO APPLY

- i. Application should be made on good quality white A-4 size plain paper and should be in conformity with the format prescribed in this advertisement. Candidates are advised to ensure that the application is legible, preferably typed in English or Hindi only. At this stage, only application has to be sent. Copies of certificates need not be sent.
- ii. The Application and the outer cover should be superscribed as "Application for the post of _____ Post Code. _____ against Advertisement No.DCSEM/01/2022.
- iii. The application should be addressed to
Assistant Personnel Officer,
Recruitment Section,
Directorate of Construction, Services & Estate Management,
2nd floor, Vikram Sarabhai Bhavan,
Anushaktinagar,
Mumbai – 400 094
- iv. Separate application should be submitted for each post, if a candidate wishes to apply for more than one post.
- v. **PHOTOGRAPH** : A recent passport size colour photograph with white background with name and date should be affixed on the right hand top corner of the application. The face in the photo should be straight and both ears are visible. Two additional copies of passport size photograph should also be sent along with the application.

GENERAL INSTRUCTIONS:

1. Candidates are advised to submit duly filled in application available on our website www.dcsem.gov.in.
2. Only one application should be submitted for one post. If the candidate desires to apply for more than one post, separate application should be submitted for each post and pay fees for each post separately.
3. Candidates are required to have a valid Email ID and Mobile Number.
4. The candidate belonging to SC/ST/OBC/EWS should clearly indicate the same in the application (even when applying for unreserved vacancy).
5. In case the Universities / Board, award grades / CGPA / OGPA, the same will have to be indicated as equivalent percentage of marks as per the norms adopted by that University / Board. In the absence of the same, the candidature will not be considered.
6. The eligibility criteria as prescribed in the advertisement will be determined with reference to the last date of receipt of application. Before applying, candidates should ensure that he/she fulfills all the eligibility conditions and required educational/technical qualifications mentioned in the advertisement. Candidates who are still pursuing the educational/technical qualifications prescribed in the advertisement as on the last date of receipt of applications, are not eligible to apply.
7. Mere fulfillment of requirements as laid down in the Advertisement does not entitle a candidate to be called for Written Test/Skill/Trade Test/Interview.
8. Candidates working under the Central / State Government, Public Sector Undertakings, Autonomous Bodies etc., after the submission of the application, should submit the hard copy of the application routed through proper channel to Assistant Personnel Officer, Recruitment Section, Directorate of Construction, Services & Estate Management, 2nd floor, Vikram Sarabhai Bhavan, Anushaktinagar, Mumbai – 400 094. They are also required to submit "NO OBJECTION CERTIFICATE". Department will not act upon advance copy of application.

9. Application which is illegible, incomplete, unsigned, not in prescribed format, without photo of candidate, without application fees, except from those candidates who are exempted from payment of application fees, is liable to be rejected. If the post applied for is not indicated on the top of the envelope and the application, the same will not be entertained.
10. At the time of Written Test/Skill/Trade Test/ Interview, candidates must bring identity proof (Aadhar Card/ PAN Card/ Driving Licence/Voter Card/**Passport** in original), original and self-attested copies of all relevant documents as mentioned in the advertisement.
11. Compensatory time for persons with benchmark disabilities shall be provided as per the extant orders of the Government of India.
12. SC/ST outstation candidates called for Written Test/Skill/Trade Test/Interview which will be held in Mumbai shall be paid to and fro Travelling Allowance of second class railway fare by the shortest route (subject to production of tickets) as per rules. However, Travelling Allowance is not admissible to those SC/ST candidates who are already in Central/ State Government services, Central/State Government Corporations, Public Sector Undertakings, Local Government Institutions and Panchayat and/or availing the concession from Railways, if any, for undertaking journey for attending Screening/Written Test/Skill/Trade Test/Interview. TA reimbursement will be subject to production of self-attested copy of SC/ST Caste Certificate and Paper Tickets/e-ticket. The amount towards reimbursement of TA will be remitted into the bank account of the candidates electronically. Accordingly, candidates called for written test / skill test / interview will be required to submit their bank account details in the prescribed form. The TA reimbursement form is available on the website www.dcssem.gov.in
13. Those who have been empanelled under **WAITING LIST** will be offered appointment **ONLY** in case the candidate in the main select list does not join. The validity of operation of wait list will be one year from the date of preparation of select panel or after notifying any such recruitment whichever is earlier.
14. Posting of the selected candidates will be at the discretion of the Competent Authority and subject to the availability of vacancy and they are liable to serve in any part of India and in any constituent units of the Department of Atomic Energy.
15. The nature of duties to be performed by the above categories involves working in round the clock shift duties, in operational sites and areas.
16. This Directorate reserves the right to fill up the post or even to cancel/ restrict/ modify/ alter the whole process of recruitment without issuing any further notice or assigning any reasons thereof.
17. Candidates must regularly check the website. All information relating to the recruitment shall be made available on the website. Information displayed on the website shall be deemed as intimation to the candidates.
18. The vacancies shown above are provisional and subject to variation. The filling up of vacancies indicated in the advertisement is also subject to the approval of the Competent Authority and may not be filled up if decided otherwise in terms of the orders issued by Government from time to time.
19. Selected candidates, on their appointment, will be governed by the National Pension System (NPS).

COPIES OF SELF-ATTESTED CERTIFICATES TO BE SUBMITTED ONLY AT THE TIME OF SCREENING / WRITTEN TEST, SKILL / TRADE TEST / INTERVIEW.

- i. Educational & Technical qualifications supported by appropriate certificates and mark sheets indicating the subjects offered in the examinations.
- ii. Date of birth/ Proof of age. **Only date of birth indicated in School Leaving Certificate/Matriculation Certificate/Municipal Birth Certificate or equivalent certificate will be accepted.**

- iii. SC/ST category (certificate should have been issued by an authorized authority in the prescribed format). The community should have been included in the Presidential orders in relation to the concerned state.
- iv. OBC category certificate should have been issued by an authorized authority in the prescribed format with non-creamy layer certificate. The caste/community should have been included in the Central list of Other Backward Class. The crucial date for determining the OBC non-creamy layer certificate will be the **closing date of application**. The OBC candidates should also enclose self-declaration of non-creamy layer status in the prescribed format. OBC for the purpose of AGE RELAXATION AND RESERVATION will mean “persons of OBC categories not belonging to the Creamy Layer” as defined in Government of India, Department of Personnel & Training OM No. 36012/22/93-Estt.(SCT) dated 08.09.1993 and modified vide Government of India, Department of Personnel & Training OM No. 36033/3/2004-Estt.(Res.) dated 09.03.2004, OM No. 36033/3/2004 –Estt.(Res.) dated 14.10.2008, OM No. 36033/1/2013-Estt (Res.) dated 27.05.2013 and latest modification vide Government of India, Department of Personnel and Training OM No. 36033/1/2013-Estt (Res.) dated 13.09.2017.
- v. Discharge Certificate (applicable to Ex-Servicemen only).
- vi. Claim to the effect that they have been affected by 1984 riots (if claiming age relaxation).
- vii. Claim regarding domiciled in Kashmir Division from 01.01.1980 to 31.12.1989 (if claiming age relaxation for Kashmir Division).
Certificate regarding proof of residence– any person intending to avail this relaxation of age limit admissible under rule 3 shall submit a certificate from the District Magistrate in the Kashmir division within whose jurisdiction he had ordinarily resided; or any other authority designated in this behalf by the Government of Jammu & Kashmir to the effect that he had ordinarily been domiciled in the Kashmir division of the State of Jammu & Kashmir during the period from the 1st day of January, 1980 to the 31st day of December, 1989.
- viii. Economically Weaker Section (EWS) Reservation Candidates who are not covered under the scheme of reservation for SC/ST/OBC and whose family gross annual income is below Rs. 8 Lakh (Rupees Eight Lakh only) are to be identified as EWS for benefit of reservation under EWS. The income shall also include income from all sources i.e. salary, agriculture, business, profession etc. for the financial year prior to the year of application.

Also candidates whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of family income:

- (i) 5 acres of agricultural land and above;
- (ii) Residential flat of 1000 sq. ft. and above;
- (iii) Residential plot of 100 sq. yards and above in notified municipalities;
- (iv) Residential plot of 200 sq. yards and above in areas other than the notified municipalities. The property held by a “Family” in different locations or different places/cities would be clubbed while applying the land or property holding test to determine EWS status. The term “Family” for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/ her spouse and children below the age of 18 years.

The benefit of reservation under EWS can be availed on production of an Income and Asset Certificate issued by a Competent Authority. The Income and Asset Certificate issued by any one of the following authorities in the prescribed format shall only be accepted as proof of candidate’s claim as belonging to EWS:

- (a) District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / 1st Class Stipendiary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra- Assistant Commissioner.
- (b) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
- (c) Revenue Officer not below the rank of Tehsildar and
- (d) Sub-Divisional Officer of the area where the candidate and/or his family normally resides.

The candidates applying against the vacancies reserved for EWS must possess Income and Asset Certificate as on closing date of receipt of application (29.04.2022). These candidates need to produce valid Income and Asset certificate during document verification. In case of non-compliance to these stipulations, their claim for reserved status under EWS will not be entertained and the candidature / application of such candidates, if fulfilling all the eligibility conditions for General (UR) category, will be considered under General (UR) vacancies only. EWS status as on the closing date for application for this advertisement shall only be considered for availing reservation benefits, if eligible. Any change in the community/ EWS status of the candidate thereafter shall not be entertained.

ix. Important requirements of disability certificate

- i. According to the Persons with Disabilities (Equal Opportunities, Protection of Rights and full Participation) Rules, 1996 notified on 31.12.1996 by the Central Government in exercise of the powers conferred by sub-section (1) and (2) of Section 73 of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participations) Act, 1995 (1 of 1996), a disability certificate shall be issued by a Medical Board duly constituted by the Central or a State Government. The Central/State Government may constitute a Medical Board consisting of at least three members, out of which, at least, one member shall be Specialist in the relevant field.
- ii. The certificate would be valid for a period of 5 years for those whose disability is temporary. The Medical Board shall indicate the period of validity of the certificate where there are chances of variation in the degree of disability. For those who acquired permanent disability, the validity can be shown as Permanent. On representation by the applicant, the Medical Board may review its decision having regard to all the facts and circumstances of the case and pass such orders in the matter as it thinks fit.
- iii. Those SC/ST/OBC persons with disabilities selected on their own merit without relaxed standards along with other candidates, will be considered against unreserved vacancies provided the post is identified for persons with disability of relevant category.

Note: Formats of certificates as mentioned above can be downloaded from our website www.dcssem.gov.in

NATURE OF DUTIES:

Post Code No.	Name of the Post	Nature of duties
01	Technical Officer/C (Civil)	Design, engineering and execution of civil construction / maintenance works pertaining to buildings, roads, landscaping, public health and related infrastructure as per specifications and working drawings, estimation, tendering, evaluation of works / agencies, documentation, maintaining reports, arranging necessary testing of construction materials, preparation of running Account bills, built drawings through concerned sections, co-ordination, etc. and any other work assigned from time to time.
02	Technical Officer/C (Mechanical)	Design, procurement, execution including operation & maintenance of Air-conditioning, Refrigeration & Ventilation systems for various facilities. Also procurement, installation & maintenance of Unitary Air-conditioners.
03	Scientific Assistant/B (Civil)	Supervision of works pertaining to civil construction / maintenance of buildings, roads, landscaping, public health and related infrastructure as per specifications and working drawings, estimation, documentation, maintaining reports, arranging necessary testing of construction materials, preparation of running Account bills, etc. and any other work assigned from time to time.
04	Scientific Assistant/B (Mechanical)	Supervision at site for various mechanical works namely Air-conditioning, Refrigeration & Ventilation systems, Domestic Water & Fire Fighting systems, Cranes and Water, Sewage & Effluent Treatment Plants along with piping network.
05	Scientific Assistant/B (Electrical)	Supervision of works pertaining to construction as well as maintenance of electrical installations, LT/HT electrical equipment including substations, lifts, street lighting, pumping systems, building electrification and other allied works. The responsibilities also include documentation, measurement, testing, inspection of items / works.
06	Technician /B (Plumbing)	All types of Maintenance/Construction of plumbing related works in residential colony, Public Buildings, Plants, flats and pipelines pertaining to domestic and waste water systems at various locations including working at heights, ensuring safety, taking measurements, testing, maintaining various records, etc., as assigned from time to time.
07	Technician /B (Carpentry)	Carpentry related works for Maintenance/Construction of residential and public buildings, offices, houses, etc. at various locations including working at heights, ensuring safety, taking measurements, testing, maintaining various records, etc., as assigned from time to time.
08	Technician /B (Masonry)	Masonry related works for maintenance/Construction of residential and public buildings, offices, houses, drains or any other structure etc. at various locations including working at heights, ensuring safety, taking measurements, testing, maintaining various records, etc., as assigned from time to time.
09	Technician /B (Fitter)	Installation of piping network for various systems namely Air-conditioning, Fire Fighting, Domestic Water, Boilers, Sewage Treatment Plants etc. for various pipe material namely SS, MS, GI, DI, Non-metallic etc. Breakdown repair and maintenance of existing piping network.

10	Technician /B (Air-Conditioning)	Operation & maintenance including project work of Air-conditioning & Refrigeration plants comprising of Package Chillers, Cooling Towers, Pumps, AHU along with associated ducting, piping, valves etc. Also repair and maintenance of unitary air-conditioners, water coolers, deep freezer, refrigerators, etc.
11	Technician /B (Electrical)	Work for installation, testing, commissioning, operation and maintenance of LT/HT electrical equipment, cabling and wiring, indoor/outdoor lighting etc., troubleshooting and fixing electrical problems, in single/ three phase supply systems, working at height, etc. as required. Responsibilities also include ensuring safety, recording measurements, test reports, etc.

Candidates are requested to visit www.dcsem.gov.in for latest updates in this regard from time to time. Any dispute with regard to this recruitment will be subject to the Courts having jurisdiction in Mumbai only. Records of the non-selected candidates shall not be preserved beyond six months from the date of publication of the select list.

WARNING

Candidates will be shortlisted for Written Test / Skill / Trade Test / Interview on the basis of the information provided by them in their application. They must ensure that such information is true. If at any subsequent stage or at the time of interview, any of the information given by them or any claim made by them in their application is found to be false, their candidature will be liable to be rejected and also liable for any other appropriate action as deemed fit.

CANVASSING IN ANY FORM SHALL BE A DISQUALIFICATION

निर्माण, सेवा एवं संपदा प्रबंध निदेशालय
DIRECTORATE OF CONSTRUCTION, SERVICES & ESTATE MANAGEMENT

आवेदन हेतु प्रपत्र PROFORMA FOR APPLICATION
ADVT NO. DCSEM/01/2022

केवल कार्यालय में प्रयोग हेतु FOR OFFICE USE ONLY

आवेदन संख्या Application No.

प्राप्ति की तिथि Date of Receipt

पासपोर्ट के आकार
हस्ताक्षरित फोटो

Affix signed
passport size
Photograph

1. पोस्ट कोड सं. Post Code No. :
2. आवेदित पद का नाम Post Applied for :
3. आधार संख्या (यदि है) Aadhaar No. (If available) :
4. नाम (बड़े अक्षरों में) एसएससी प्रमाणपत्र के अनुसार
Name (in BLOCK LETTERS) as per SSC
certificate :
- प्रथम नाम First Name: :
- मध्यनाम Middle Name: :
- उपनाम Surname: :
- पिता का नाम Father's Name: :
- माता का नाम Mother's Name: :
5. राष्ट्रियता Nationality :
6. जन्मतिथि Date of Birth :
7. लिंग Gender : Male Female Transgender
8. वैवाहिक स्थिति Marital Status : Married Unmarried
9. धर्म Religion :
10. a) क्या आप अनुसूचित जाति /अनुसूचित जनजाति/ अन्य पिछड़े वर्ग/ आर्थित रूप से
कमजोर वर्ग से है? Whether belongs to Scheduled Caste/ Scheduled
Tribe/ Other Backward Class/ EWS? SC ST OBC
EWS GEN

b) यदि लागू हो, कृपया जाति/ जनजाति के नाम का उल्लेख करें:
Please mention the name of Caste/Tribe, if applicable:

11. क्या आप 1.1.1980 से 31.12.1989 की अवधि के दौरान जम्मू और कश्मीर में अधिवासित हैं? Are you domiciled in Jammu & Kashmir during the period from 1.1.1980 to 31.12.1989? YES NO

12. क्या आप 1984 के दंगों में मरने वालों के परिवार के सदस्य हैं? Are you a Family Member of those who died in 1984 riots? YES NO

13. क्या आप शारीरिक रूप से विकलांग हैं? Do you have any physical disability? YES NO

विकलांगता की प्रकृति Nature of Disability :

विकलांगता का प्रतिशत Percentage of Disability :

14. क्या आप भूतपूर्व सैनिक हैं? (यदि हाँ तो उल्लेख कीजिए) Are you an Ex-service man? (If yes, specify) YES NO

कार्यालय Office	पद Post	प्रवेश की तिथि Date of Entry	कार्यमुक्त होने की तिथि Date of Discharge

15. पता (पिनकोड के साथ बड़े अक्षरों में) Address (in block letters with pin code)

i) पत्राचार के लिए पता For correspondence	ii) स्थायी पता Permanent Address
जिला District:	जिला District:
राज्य State:	राज्य State:
पिनकोड Pin Code:	पिनकोड Pin Code:

iii) ई-मेल E-mail ID:

मोबाइल सं. Mobile No.:

16. शैक्षणिक योग्यताएं Educational Qualification:

परीक्षा Examination	विश्वविद्यालय/ बोर्ड / संस्थान University/ Board/ Institution	उत्तीर्ण होने का वर्ष Year of passing	माध्यम/ विषय Name of Discipline/ Trade	वर्ग / ग्रेड (सीर्फ उत्तीर्ण) Class/ Grade (for passed only)	% अंक % of marks	पाठ्यक्रम की अवधि Duration of Course
S.S.C						
H.S.C						
ITI/Trade Certificate						
NCTVT						
Diploma						
Degree /B.E./B. Tech						
Other						

* यदि प्रमाणपत्र में ग्रेड/सीजीपीए/ओजीपीए का उल्लेख किया गया है, तो अंको के समकक्ष प्रतिशत का संकेत दिया जाना चाहिए।
Equivalent percentage of marks to be indicated, if grade/CGPA/OGPA is mentioned in the Certificates.

17. यदि आवेदक वर्तमान में कोई पढ़ाई कर रहे हैं तो उसका विवरण दें।

Indicate the course of study, if any, the applicant is continuing presently.

पाठ्यक्रम Course of Study	विश्वविद्यालय/ बोर्ड/संस्थान University/ Board/ Institution	पूर्णकालिक/ अंशकालिक Full Time/ Part Time	पाठ्यक्रम की अवधि Duration of course	पूरे कर चुके छमाही/ विषयों की संख्या No. of Semester/ Subjects completed	प्राप्त अंक Marks obtained

18. अनुभव (सभी पिछले और वर्तमान रोजगार का विवरण प्रस्तुत किया जाना है)

Experience (particulars of all previous and present employment are to be furnished)

नियोक्ता का नाम एवं पता Name & Address of Employer	धारित पद Post Held	केंद्र/ राज्य सरकार/ पीएसयू/ स्वायत्त निकाय/ निजी Central or State Government/ PSUs/Autonomous Bodies/ Private	कार्यकाल Period		स्थायी/अस्थायी Permanent/ Temporary	कार्य का स्वरूप Nature of Work	छोड़ने का कारण Reason for leaving
			से From	तक To			

19. क्या आप केंद्रीय / राज्य सरकार / किसी अन्य सार्वजनिक क्षेत्र के उपक्रम / स्वायत्त निकाय की सेवा करने हेतु किसी अनुबंध से बंधे हैं? यदि है तो, कृपया पूरी जानकारी दें। Are you under any contractual obligations to serve the Central/State Government/ any other Public Sector Undertaking/Autonomous Bodies? If so, please furnish full details. YES NO

20. क्या आवेदक ने कभी केंद्र सरकार (रक्षा सेवा सहित) / राज्य सरकार / सार्वजनिक क्षेत्र के उपक्रम/ स्वायत्त निकाय में नौकरी की है तथा पेंशन, उपदान अथवा भविष्य निधि में नियोक्ता का अंश (शेयर) प्राप्त किया है या प्राप्त कर रहा है? यदि है तो, कृपया पूरी जानकारी दें। Whether the applicant has ever served in Government (including Defence(/ State Government/ Public sector undertaking/ Autonomous bodies and in receipt of any pension/gratuity or Employer's share to the Provident Fund? If so, please furnish full details. YES NO

21. उन संबंधियों के विवरण दें जो परमाणु ऊर्जा विभाग या इसकी संघटक इकाईयों में पहले से ही कार्यरत हैं। Details of relatives already employed in Department of Atomic Energy or its Constituent Units.

क्र. सं. Sl. No	नाम Name	संबंध Relationship	इकाई जिसमें कार्यरत है Unit in which employed	धारित पद Post Held

22. डिमांड ड्राफ्ट का विवरण Details of Demand Draft

बैंक का नाम Name of Bank	डीडी संख्या DD Number	डिमांड ड्राफ्ट की तिथि Date of Demand Draft	राशि Amount

23. अन्य कोई जानकारी Any other information: _____

घोषणा Declaration:

मैं घोषणा करता हूँ कि मैं विज्ञापन के अनुसार पात्रता शर्तों को पूरा करता हूँ और मेरे आवेदन के सभी विवरण मेरे ज्ञान और विश्वास के अनुसार सत्य, पूर्ण और सही हैं। मैं समझता/ समझती हूँ कि किसी भी स्तर पर किसी भी जानकारी के गलत पाए जाने या विज्ञापन में उल्लिखित आवश्यकताओं के अनुसार पात्रता शर्तों को पूरा नहीं करने की स्थिति में मेरी उम्मीदवारी/ नियुक्ति रद्द/ समाप्त की जा सकती है। I declare that I fulfill the eligibility conditions as per the advertisement and that all the 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 false or incorrect at any stage or not satisfying the eligibility conditions according to the requirements mentioned in the advertisement, my candidature/ appointment is liable to be cancelled/ terminated.

स्थान Place: _____

उम्मीदवार के हस्ताक्षर Signature of the candidate

दिनांक Date: _____

Declaration for candidates seeking reservation as OBC

I, son / daughter of Shri
resident of village / town / city District State
hereby declare that I belong to the Community which is recognized as a
backward class by the Government of India for the purpose of reservation in services as per orders contained in
Department of Personnel and Training Office Memorandum No.36012/22/93-Estt.(SCT), dated 8-9-1993. It is
also declared that I do not belong to persons / sections (Creamy Layer) mentioned in Column 3 of the Schedule
to the above referred Office Memorandum, dated 8-9-1993.

Signature of the candidate :

Name of the candidate :

Application No. :

Date:

Place:

ANNEXURE

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

This is to certify that Shri/Smt./Kumari _____
son / daughter of _____ of village/ town
_____ in District/Division _____ in the
_____ State/Union Territory _____ belongs to the
_____ Community which is recognized as a backward class under the
Government of India, Ministry of Social Justice and Empowerment's Resolution No.
_____ dated _____*.

Shri/Smt./Kumari _____ and/or his/her family
ordinarily reside(s) in the _____ District/ Division of the
_____ State/Union Territory. 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 & Training
O.M. No. 36012/22/93-Estt.(SCT)dated 8.9.1993.**

District Magistrate
Deputy Commissioner etc.

Date:

Seal:

* The authority issuing the Certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

** As amended from time to time.

Note: The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950

Form of Certificate to be produced by a candidate belonging to a Scheduled Caste or Scheduled Tribe in support of his claim

FORM OF CASTE CERTIFICATE

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/Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* 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) 1956, the Bombay Reorganization Act, 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act, 1970, the North-Eastern Areas (Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976.]

- The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956;
- The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959, as amended by the Scheduled Castes and Scheduled Tribes Orders (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 (Pondicherry) Scheduled Castes Order, 1964;
- The Constitution (Uttar Pradesh), Scheduled Tribes Order, 1967;
- The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968;
- The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968;
- The Constitution (Nagaland), Scheduled Tribes Order, 1970;
- The Constitution (Sikkim), Scheduled Castes Order, 1978;
- The Constitution (Sikkim), Scheduled Tribes Order, 1978;
- The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989;
- The Constitution (Scheduled Castes) Orders (Amendment) Act, 1990.
- The Constitution (Scheduled Tribes) Order Amendment Act, 1991.
- The Constitution (Scheduled Tribes) Order Second Amendment Act, 1991.

2. *Applicable in the case of Scheduled Caste/Scheduled Tribe persons who have migrated from one State/Union Territory.***

**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 recognised as a Scheduled Caste/ Scheduled Tribe* in the State/Union Territory* issued by the (Name of the prescribed authority) vide their No. 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)

Place

State

Date

Union Territory

* Please delete the words which are not applicable.

• Please quote specific Presidential Order.

** Delete the paragraph which is not applicable.

Note :- The term "Ordinarily resides" used here will have the same meaning as in Section 20 of the Representation of the People's Act, 1950.

List of authorities empowered to issue Scheduled Caste/Scheduled Tribe Certificates:-

1. District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/Deputy Collector/ 1st Class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).
2. Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.
3. Revenue Officer not below the rank of Tehsildar.
4. Sub-Divisional Officer of the area where the candidate and/or his family normally resides.

FORM OF MEDICAL CERTIFICATE FOR PERSONS WITH DISABILITIES (PWD)

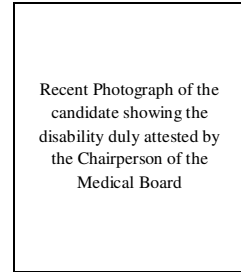
NAME & ADDRESS OF THE INSTITUTE / HOSPITAL:

Certificate No. :

Date

DISABILITY CERTIFICATE

1. This is certified that Shri / Smt. / Kum.*
 Son / wife / Daughter* of Shri
 age sex - Identification mark(s)
 is suffering from permanent disability of following category:



A Locomotor OR Cerebral palsy:

- (i) BL - Both legs affected but not arms
- (ii) BA - Both arms affected (a) Impaired reach (b) Weakness of grip
- (iii) BLA - Both legs and both arms affected
- (iv) OL - One leg affected (right or left) (a) Impaired reach (b) Weakness of grip (c) Ataxic
- (v) OA-One arm affected (right or left) (a) Impaired reach (b) Weakness of grip (c) Ataxic
- (vi) BH - Stiff back and hips(Cannot sit or stoop)
- (vi) MW - Muscular weakness and limited physical endurance.

B Blindness or Low vision:

- (i) B - Blind
- (ii) PB - Partially Blind

C Hearing Impairment

- (i) D - Deaf
- (ii) PD - Partially Deaf

(Delete the category whichever is not applicable)

2. This condition is progressive/ non-progressive / likely to improve/not likely to improve. Re-assessment of this case is not recommended / is recommended after a period of years Months.*

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

4. Shri/Smt./Kum* meets the following physical 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 by 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

Place:

Date:

Counter signed of the
 Medical Superintendent/CMO/Head of Hospital
 (with Seal)

* Strike out the words which are not applicable:

ROLL NO.	
----------	--

निर्माण, सेवा एवं संपदा प्रबंध दिदेशालय
DIRECTORATE OF CONSTRUCTION, SERVICES AND ESTATE MANAGEMENT

लागू बक्से में क्रास करे / Please cross thus in the applicable box.

जाँच परीक्षा हेतु बुलाये गए अभ्यर्थियों की यात्रा व्यय की प्रतिपूर्ति का दावा
CLAIM FOR REIMBURSEMENT OF TRAVELLING EXPENSES OF CANDIDATES CALLED FOR SCREENING TEST

भाग- 1 अभ्यर्थी द्वारा भरा जाए / Part I-To be filled in by the candidate

1. नाम स्पष्ट अक्षरों में / Name in block letters

--

2. जाँच परीक्षा का विवरण / Details of screening test

पद/Post	दिनांक/Date	विज्ञापन संख्या / Advt.No.

3. श्रेणी / Category:

अनुसूचित जाति /Scheduled Caste	
--------------------------------	--

अनुसूचित जनजाति /Scheduled Tribe	
----------------------------------	--

अन्य/Others	
-------------	--

4. आवेदन संख्या / Application No.

--

4.A पता जैसा कि आवेदन में दिया गया है /Address as given in the application
(Email address and Phone number also to be provided)

--

5. विषय /Discipline

--

6. यात्रा का विवरण / Particulars of journey: [All the tickets (copies) related to the journey should be attached]

दिनांक Date	स्टेशन / Station		प्रकार/Mode (रेल/बस/हवाईजहाज) (Rail/Bus/Air)	दूरी Distance	श्रेणी Class	टिकट संख्या /Ticket No. पीएनआर संख्या/PNR No.
	से/From	तक/To				

7. किराये के रूप में भुगतान की गई राशि /Amount paid as fare :

रेलवे/बस/हवाईजहाज किराया Railway / Bus / Air fare	आरक्षण प्रभार/Reservation Charges	कुल प्रभार /Total Charges

7a. बैंक का विवरण/ Particulars of Bank: (Account No. should be in the name of Candidate only)

(i) बचत खाता संख्या /S.B.Ac.No.	
(ii) बैंक का नाम/Name of Bank	
(iii) शाखा एवं पता /Branch&Address	
(iv) आईएफएससी कोड सं./IFSC Code No.	
(v) बिएसआर कोड सं./ BSR Code No.	

*Cancelled Cheque or Xerox copy of first page of Passbook should be brought at the time of interview otherwise TA will not be credited in the account of respective applicant.

8. क्या सेवारत हैं / Whether employed?

No

Yes, as detailed below

नियोक्ता का नाम एवं पता / Name and address of the employer

धारित पद / Post held

मैं प्रमाणित करता/करती हूँ कि उपर दिया विवरण सही है तथा मैंने उपरोक्त विवरण के अनुसार यात्रा की है। मैं यह भी वचन देता हूँ कि उसी श्रेणी से तथा ऊपर मद संख्या (6) में दिए गए रेलवे स्टेशन तक वापसी यात्रा करूंगा। I certify that the particulars given above are correct and that I performed the journey as detailed above. I also undertake to perform the return journey by the same class and to the railway station mentioned in item (6) above.

मैं प्रमाणित करता हूँ/करती हूँ कि इस यात्रा के संबंध में किसी अन्य स्रोत से यात्रा भत्ते या यात्रा भत्ते के लिए किसी अंशदान राशि का दावा नहीं किया गया है। I certify that T.A. or any contribution towards T.A. in respect of this journey has not been claimed from any other source.

दिनांक / Date :

हस्ताक्षर / Signature

भाग II- भर्ती अनुभाग में उपयोग हेतु

Part II - For use in Recruitment Section

1. विनिर्दिष्ट तिथि को अभ्यर्थी जाँच परीक्षा के लिए उपस्थित हुआ।

The candidate has attended the Screening Test on the date specified.

2. भाग 1 के क्रम संख्या 4 ए में अभ्यर्थी द्वारा दिया पता नियुक्ति हेतु आवेदन में दिए पता से मिलता है।

The address given by the candidate at Sl. No.4A of part-I above tallies with that given in the application for employment.

3. अभ्यर्थी यात्रा-भत्ता प्रतिपूर्ति प्राप्त करने का हकदार है क्योंकि

The candidate is eligible for reimbursement of travelling allowance since

 अभ्यर्थी अनुसूचित जाति/अनुसूचित जनजाति का है तथा वह केंद्रीय / राज्य सरकार / निगम/ सार्वजनिक / स्थानीय सरकार संस्था /पंचायत में कार्यरत नहीं है।

The candidate belongs to the SC/ST category and is not employed in Central/State Government/Corporation/Public Sector Undertaking/Local Government Institution/Panchayat

अथवा/OR

 विज्ञापित पद राजपत्रित है।

The post advertised is Gazetted.

प्रशासनिक अधिकारी- III / सहायक कार्मिक अधिकारी (भर्ती)

Adm. Officer-III / Asstt. Personnel Officer (R)

भाग-III लेखा प्रभाग के उपयोग हेतु

Part III - For use in Accounts Division

1. नजदीकी मार्ग से और के बीच का किराया रु.....

Fare between and Rs

by the shortest route.

2. वापसी यात्रा हेतु किराया

रु.

Fare for the return journey

Rs.

कुल/TOTAL

अदा करें

Pay Rs.

लेखा अधिकारी
Accounts Officer

भुगतान प्राप्त किया / Received payment

Revenue
Stamp

अभ्यर्थी का हस्ताक्षर
Signature of the candidate

Government of
(Name & Address of the authority issuing the certificate)

INCOME & ASSETS CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date: _____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____ permanent resident of _____, Village/Street _____ Post Office _____ District _____ in the State/Union Territory _____ Pin Code _____ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her 'family'** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets*** :

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office _____

Name _____

Designation _____

Recent Passport size
attested photograph of
the applicant

*Note1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

***Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.