

GOVERNMENT OF INDIA, MINISTRY OF DEFENCE

DEPTT OF DEFENCE PRODUCTION (DGQA)

CONTROLLERATE OF QUALITY ASSURANCE (SMALL ARMS)

P.O: ICHAPUR-NAWABGANJ, DIST – 24 PARGANAS (NORTH)

WEST BENGAL – 743 144

Applications are invited from Indian National for filling up the post of Technician (Semi Skilled) (Group 'C' Non Gazetted, Non-Ministerial) those fulfilling the following requirements may apply as per prescribed proforma on plain paper duly typed or neatly hand written:-

1.	Name of Post	:	Technician (Semi Skilled) (Group 'C' Non Gazetted, Non-Ministerial)
2.	Place of Work	:	Controllerate of Quality Assurance (Small Arms), Ichapur. This being a Central Govt Service, selected candidates will be governed under All India Service liability.
3.	No. of Post	:	02 (One- UR & One – OBC)
4.	Scale of Pay	:	PB-1 Rs.5200-20200 with Grade Pay Rs. 1,800/- plus other allowances as admissible to Central Govt Employees from time to time as per 6 th CPC.
5.	Essential Qualification	:	(a) Matriculate or equivalent from the recognized Board / University. (b) Industrial Training Institute Certificate in the Fitter Trade or its equivalent Defence Services Tradesman Course approved by the Central Government or State Government.
6.	Age Limit	:	(a) Not exceeding 27 Years. (b) Upto 30 Years for OBC Candidates. (c) Upto 40 Years for Departmental Candidates (General Category Candidates). (d) Upto 45 Years for Departmental Candidates (SC/ST Candidates).
7.	Selection Process	:	(a) <u>Written Examination</u> :- The examination will be based on objective type questions on General Knowledge, General Intelligence, English Language & Mathematics. Question Paper will be bilingual i.e English & Hindi. The Question Paper will consist of Objective Multiple Choice Questions only. Duration of Written Examination will be 02 hours. (b) <u>Trade Test</u>:- The candidates shortlisted based on Written Examination will be required to undergo the Trade Test. (c) As per latest guidelines, NO Interview will be held.

8.	Application Form	: (a) The desirous candidates may apply for the post, typed neatly on a paper or neatly handwritten as per format shown in this advertisement (b) Self attested photocopies of all certificates in support of Educational Qualification, Tech Qualifications, age, caste certificate etc should to be enclosed along with the application. (c) Three numbers of coloured photographs (Size 4.5cm x 3.5cm) are required i.e. photo to be affixed on the top right side of the application form, one photo to be affixed on the Admit Card and one loose photo to be enclosed to the Application Form for official use. (d) Candidate should note that any certificate or information furnished in the application form, if found incorrect at any stage (even after offer of appointment) will result into disqualification for the post applied/selected.
9.	Closing date of receipt of application	: 21 Days from the date of publication of the Advertisement in the Employment News/ Rozgar Samachar for candidate from all over India.
		(As a special case, 07 days extension will be given to candidates residing in places like Assam, Meghalaya, Arunachal Pradesh Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands & Lakshadweep. Applicants applying from any of those areas should superscribe the name of area on envelop in capital letter).

IMPORTANT INSTRUCTIONS TO THE CANDIDATES / APPLICANTS

1. Applications should be addressed to the Controller, Controllerate of Quality Assurance (Small Arms), P.O-Ichapur-Nawabganj, North 24 Parganas, Pin – 743 144 clearly super-scribing “**Application for the Post of ‘Technician (Semi Skilled)’**” on the top of the envelop.
2. The crucial date for determining the age limit shall be the closing date for receipt of applications.
3. **Incomplete or unsigned applications and applications received without photographs or proper enclosures or received after due date will be summarily rejected.**
4. All applications should be forwarded **by POST** only. No “BY HAND” application will be entertained.
5. The decision of appointing authority regarding mode of selection to the post and eligibility conditions of the applicants shall be final and binding. No correspondence will be entertained in this regard. Mere possession of the prescribed qualification does not entitle the candidate to the called for written test/skill test.
6. Canvassing in any form will be a disqualification and candidature of candidate is liable for rejection.
7. Submission of false/incorrect/incomplete information, and/or dubious/bogus documents shall disqualify the candidature.

8. Appointing authority reserves the right to cancel the selection process without assigning any reason.
9. After the selection process is over, only selected candidate will be intimated about the selection.
10. The selected candidate will be governed by **New Pension Scheme (NPS)** i.e Defined Contributory Pension Scheme which is compulsory for all Central Govt Employees who are appointed on or after 01.01.2004.
11. The applicants should ensure that under mentioned self attested photocopies of documents are enclosed to the application form.
 - (a) Matriculation Certificate
 - (b) Birth Certificate from Competent Authority
 - (c) Technical Qualification Certificate
 - (d) Certificate of Higher Qualification, if any
 - (e) Caste Certificate for the claim of Age relaxation (for Departmental SC/ST Candidates only) and OBC Certificate
 - (f) Non-Creamy layer certificate in case of OBC
 - (g) NOC in case of serving Government employee(s).
 - (h) Admit Card (in duplicate) with self attested photograph and complete in all respects.
12. Persons working in Central/State/PSUs must apply through proper channel ONLY along with a **“No Objection Certificate (NOC)”** from their establishment/Unit.
13. Date, Venue and time of Written Examination will be intimated to all eligible candidates.
14. **No TA will be paid for appearing in the Written Test & Trade Test.**
15. Application received without Admit Cards as per prescribed format will be rejected.

FORMAT OF APPLICATION
(To be filled in Block letters only)

Name of Post Applied for : **TECHNICIAN (SEMI SKILLED)**

Advertisement No. _____

Affix self
attested
recent
passport size
(4.5x3.5cm)
photograph

1. Name of the candidate (in Block Letters) : _____
2. Father's/Husband's Name : _____
3. Address (for communication) : _____
(Including Pin Code No.) _____
4. Nationality : _____
5. Whether belong to SC/ST/OBC : _____
6. Date of Birth (In words and figure) : (In Words) _____
(In Figure) _____
7. Sex (Male/Female) : _____
8. Academic Educational Qualification (Self Attested copies of certificate to be enclosed) :

Educational Qualification	University/Board	Year	Subject	Marks (%) obtained	Division

Contd....2

8. Professional/Technical Qualification (Self Attested copies of certificate to be enclosed) :

Technical Qualification	University/Board	Year	Subject	Marks (%) obtained	Division / Grade

10. Experience (if any) (Self attested certificate to be enclosed) :

Name of the Unit / Factory / Firms with complete address	Name of the Post held	Period		Last Pay drawn	Description of Work/duties	If Govt / Pvt
		From	To			

Declaration

I, Shri/Smt/Km/Mrs.....do hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I further declare that I have not suppressed any Material Information. In the event of any information being found to be false/ incorrect or ineligibility being detected before or after recruitment, my candidature for appointment will stand automatically cancelled without any notice and all claims for recruitment forfeited.

NOTE : Only SELF ATTESTED photocopies of certificates will be enclosed with the application. Original certificates will be required at the time of Written Test/Trade Test.

Station :

(Signature of the applicant)
Full Name

Date :

ADMIT CARD

(On separate sheet of paper in double space)
(Admit Card should be submitted in duplicate)

Affix self
attested
recent
passport
size
(4.5x3.5cm)
photograph

To be filled by Candidate

1. Name (In Block letters) : _____
2. Full address for communication (with Pin Code) : _____
3. Post applied for : _____

To be filled by CQA(SA), Ichapur

4. Date of Written Test : _____
5. Time of Written Test : _____
6. Venue of Written Test : _____

NOTE : All documents / testimonials in original regarding Date of Birth, Category, Qualification(Educational & Technical), experience etc will have to be produced at the time of the Written Test/ Trade Test, failing which the authority reserves the right to reject the candidature.

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