

# MILITARY ENGINEER SERVICES

## HEADQUARTERS CENTRAL COMMAND ENGINEERS BRANCH PIN-900450, C/o 56 APO

EMPLOYMENT NOTICE NO. : 901402/LRS/2013-14/E 1C (2)  
LAST DATE OF RECEIPT OF APPLICATION: 10 Oct 2015 (1700 Hrs) FOR ALL CANDIDATES  
AND

17 Oct 2015 (1700 HRS) FOR CANDIDATES BELONGING TO ASSAM, MEGHALAYA, ARUNACHAL  
PRADESH, MIZORAM, MANIPUR, NAGALAND, TRIPURA, SIKKIM, LADAKH DIVISION OF J&K  
STATE, LAHAUL & SPITI DIST AND PANGI SUB DIV OF CHAMBA DIST 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 :-

Ser. No.	CsWE	Elect	FGM	Ref Mech	P/Ftr	Carp	Mason	Veh/ Mech	Painter	Total
1.	CWE Lucknow	19	18	18	-	08	08	-	-	71
2.	CWE (Hills) Pithoragarh	12	09	02	03	03	02	01	-	32
3.	CWE (H) Dehradun	20	29	09	-	01	02	-	-	61
4.	CWE (AF) Maharajpur	28	04	03	16	13	08	-	05	77
	<b>Total</b>	<b>79</b>	<b>60</b>	<b>32</b>	<b>19</b>	<b>25</b>	<b>20</b>	<b>01</b>	<b>05</b>	<b>241</b>

Categories wise distribution are as under :

Ser. No.	Trade	Category	CWE Lucknow	CWE (Hills) Pithoragarh	CWE (Hills) Dehradun	CWE (AF) Maharajpur
1.	Elect	SC	03	03	03	04
		ST	01	01	01	02
		OBC	05	02	05	08
		UR	10	06	11	14
		<b>Total</b>	<b>19</b>	<b>12</b>	<b>20</b>	<b>28</b>
2.	FGM	SC	03	02	04	01
		ST	01	-	02	-
		OBC	05	02	07	01
		UR	09	05	16	02
		<b>Total</b>	<b>18</b>	<b>09</b>	<b>29</b>	<b>04</b>
3.	Ref Mech	SC	03	-	01	-
		ST	01	-	-	-
		OBC	05	-	02	01
		UR	09	02	06	02
		<b>Total</b>	<b>18</b>	<b>02</b>	<b>09</b>	<b>03</b>
4.	P/Ftr	SC	-	-	-	03
		ST	-	01	-	01
		OBC	-	02	-	04
		UR	-	-	-	08
		<b>Total</b>	<b>-</b>	<b>03</b>	<b>-</b>	<b>16</b>
5.	Carp	SC	01	-	-	02
		ST	01	-	-	01
		OBC	02	01	-	03
		UR	04	02	01	07
		<b>Total</b>	<b>08</b>	<b>03</b>	<b>01</b>	<b>13</b>
6.	Mason	SC	01	-	-	01
		ST	01	-	-	01
		OBC	02	01	-	02
		UR	04	01	02	04
		<b>Total</b>	<b>08</b>	<b>02</b>	<b>02</b>	<b>08</b>
7.	Veh Mech	SC	-	-	-	-
		ST	-	-	-	-
		OBC	-	-	-	-
		UR	-	01	-	-
		<b>Total</b>	<b>-</b>	<b>01</b>	<b>-</b>	<b>-</b>
8.	Painter	SC	-	-	-	01
		ST	-	-	-	-
		OBC	-	-	-	01
		UR	-	-	-	03
		<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>05</b>

2. **Vacancies.** Certain vacancies are earmarked for filling through transfer/absorption from other Government Departments, etc. Therefore the number of posts mentioned above are tentative and Department reserves the right to change the total number of vacancies trade wise and also categories wise at any time in any station.

3. **Age.** 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 all candidates (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 Dist and Pangi Sub Div of Chamba Dist of HP, A&N Islands and Lakshadweep).

4. **Age relaxation.** Age relaxation for meritorious sportspersons, ex-servicemen, handicapped persons, persons domiciled in J&K etc will be as per Central Govt Rules. Applicants claiming age relaxation must attach requisite certificate, duly attested, alongwith the application.

### 5. 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.

### 6. Minimum Essential Qualification.

Ser. No.	Post	Educational and other Qualification
(a)	<b>Mate Electrician</b>	Must have passed Matriculation from a recognized Board. and Industrial Training Institute pass certificate from a recognized institute in relevant trade.
(b)	<b>Mate Fitter General Mechanic</b>	Must have passed Matriculation from a recognized Board. and Industrial Training Institute pass certificate from a recognized institute in relevant trade
(c)	<b>Mate Carpenter</b>	Must have passed Matriculation from a recognized Board. and Industrial Training Institute pass certificate from a recognized institute in relevant trade
(d)	<b>Mate Refrigerator Mechanic and Air Conditioning</b>	Must have passed Matriculation from a recognized Board. and Industrial Training Institute pass certificate from a recognized institute in relevant trade
(e)	<b>Mate Painter</b>	Must have passed Matriculation from a recognized Board. and Industrial Training Institute pass certificate from a recognized institute in relevant trade
(f)	<b>Mate Mason</b>	Must have passed Matriculation from a recognized Board. and Industrial Training Institute pass certificate from a recognized institute in relevant trade
(g)	<b>Mate Fitter Pipe</b>	Must have passed Matriculation from a recognized Board. and Industrial Training Institute pass certificate from a recognized institute in relevant trade
(h)	<b>Veh/Mech</b>	Must have passed Matriculation from a recognized Board. and Industrial Training Institute pass certificate from a recognized institute in relevant trade

**NOTE:** Copy of ITI pass certificate should be compulsorily enclosed with application form for MATE category. Candidates in VH category with disability more than 40% are not eligible for Mate category.

7. **Date for written examination.** Tentatively written examination will be conducted in the last week of Dec., 2015. However, final date, time, venue will be intimated in the Call letter and same also will be available on MES Website at [www.mes.gov.in](http://www.mes.gov.in).

8. **Syllabus and Pattern of Examination.** The syllabus for written examination will be of the minimum education standard prescribed for each category covering all the topics mentioned in their curriculum and also general topics given as under:-

**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.

### 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, visualizations, 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 from 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.
- (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.
9. **Mode of Selection and Examination Schedule.** All eligible candidates will have to appear for a written test. As per merit in the written test subject to a maximum of Five (5) times the number of vacancies in each category, candidates will be called for interview and Practical Test as applicable. No electronic gadget/device like Mobile phones,

Continued

calculators etc will be allowed in the written or practical test. The marking system is as given below:-

Ser. No.	Category	Total	Basic Qualification (as per rules)*	Interview/ Practical Test	Written Test
1.	Mate	100	10	15	75

\* Nil upto 50% marks in basic qualification and 2 marks for every 10% marks over 50%.

**The selection will be made in the following Stages:-**

- (a) **Written Examination.** The written examination will consist of one Paper of max. three hour duration.
- (b) **Practical and Interview.** Practical test and interview as per RR Rules for the shortlisted candidates shall also be conducted by concerned Recruiting agency at the centers to be intimated to the selected candidates at a later date. A candidate shall be allowed to appear for Written Test/Practical/Interview, only if candidate is in possession of the admit card. Candidates should bring their own writing material such as pen, pencil, clip board etc.
10. **EXAMINATION CENTRE.** The written examination will be held in the following centers:-

Ser. No.	Name of posts	Zone/CsWE	Name of Exam Centre
(a)	Mate (various trades)	CWE Lucknow	Lucknow
		CWE (Hills) Dehradun	Dehradun
		CWE (Hills) Pithoragarh	Pithoragarh
		CWE (AF) Maharajpur	Maharajpur

11. Examination for the Mates (various trades) will be held for respective CWE Areas and the application is required to be forwarded to the address as under:-

Name of Posts	Application to be forwarded to the following Recruiting Agency	Responsible Zone
Mate (various trades)	Commander Works Engineer Lucknow MG Road, Lucknow, Pin Code- 226002	Chief Engineer Lucknow Zone
	Commander Works Engineer (Hills) (MES) Dehradun The Mall Road, Dehradun Cantt	Chief Engineer Bareilly Zone
	Commander Works Engineers (Hills) Pithoragarh Cantt, Pin-900336	
	Commander Works Engineers (AF) Maharajpur, P.O.-Airfield Gwalior Pin Code – 474020	Chief Engineer (AF) Allahabad

12. Attention is invited to the applicants of Mate category to note that the Area for which the applicant wishes to apply for Mates (various trades) 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. Therefore, application form, duly completed, will be submitted to the concerned recruiting agency (CWE Area) applied for.

**INSTRUCTIONS AND ADDITIONAL INFORMATION TO CANDIDATES FOR RECRUITMENT BY SELECTION**

**Citizenship**

13. A candidate must be either:-
- a citizen of India, or
  - a subject of Nepal, or
  - a subject of Bhutan, or
  - a Tibetan refugee who came over to India before 1st January, 1962 with the intention of permanently settling in India, or
  - a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka or East African countries 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.
- Provided that a candidate who belongs to categories (b), (c), (d) and (e) above shall be a person in whose favour a certificate for eligibility has been issued by the Govt of India.
- Note.** The application of a candidate in whose case a certificate of eligibility is necessary, may be considered in the Deptt, and if recommended for appointment, the candidate may also be provisionally appointed subject to the necessary certificate being issued in his favour by the Government of India.

**Minimum Qualification**

14. 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.
- Note-I.** The prescribed essential qualifications are minimum and the mere possession of the same does not entitle candidates to be called for written test.
- Note-II.** 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.
- Note-III.** The department reserves the right to alter the No. of vacancies at any time and also to shortlist the no. of candidates for the test/interview.

"No. of post as indicated is likely to change"

"Merely fulfilling the basic criteria does not automatically entitle a person to be called for test/interview"

- Note-IV.** (i) The criteria for shortlisting for all categories (Gen/SC/ST/OBC/ESM/PH etc) against the post shall be as under:-

Less than 10 vacancy	-	100 times
10 to 20 vacancy	-	75 times but min 1000
20 to 50 vacancy	-	50 times but min 1500
50 to 100 vacancy	-	40 times but min 2500
More than 100 vacancy	-	30 times but min 4000

(ii) Marks obtained in High School shall be sole criteria in this regard.

15. 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.
16. 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:-

- (a) 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.

- (b) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Additional Magistrate.

- (c) Revenue Officer not below the rank of Tehsildar.

- (d) Sub Divisional Officer of the area where the candidate and /or his family normally resides.

**Disqualification**

17. Individual who has entered into or contracted a marriage with a person having a living spouse; or
18. 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.
19. 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.

**Service Conditions**

20. The candidates finally selected for appointment will be under the Ministry of Defence (Govt of India) and are likely to be posted to any units under Chief Engineer Central Command generally in the states of Uttar Pradesh, Uttarakhand, MP, Bihar, Jharkhand, Chhattisgarh, Orissa, etc. but will be liable to be appointed/transferred to anywhere in India with All India Transfer Liability and also for Field Service Liability (Civilian in Defence) as applicable.

21. **Probation.** The persons selected for appointment will be on probation for a period of two years, which may further be extended at the discretion of appointing authority.

22. **Health.** A candidate must be in a sound mental and physical health and free from any physical illness which is likely to interfere with the efficient discharge of his/her duties. 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 be medically examined. **The candidate has to be declared medically fit for field service by the competent medical authority.**

**HOW TO APPLY**

23. 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.
24. Applications on formats other than the one indicated will be summarily rejected.
25. 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.
26. 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.
27. Applications on the prescribed format should be submitted alongwith the documents / certificates given below:-

- (a) Two self addressed envelopes of size 28 cm x 12 cm with postage stamp of Rs. 27/- affixed on each envelope.

- (b) **Admit Card for Written Test.** The admit card for written test shall be submitted in duplicate as per format duly affixed with self attested passport 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 or personal interview.

- (c) **Admit Card for Practical Test/Interview.** The admit card for practical test/interview shall also be submitted in duplicate as per format duly affixed with self attested passport size photograph in the space provided for and by duly filling Ser. No. 1 to 3, alongwith the application form.

- (d) 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.

28. **Certificates to be Attached.** Candidates should ensure that they should attach with their application self-attested copies of the following documents:-

- Matriculation or equivalent certificate in support of their declaration of age.
- Education qualification certificates.
- If the qualification possessed by the candidate is equivalent, then the authority (whichever 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 post(s) with duration(s).

29. **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 agency.

30. **Name of the post i.e Mate (specify trade) alongwith category (UR/SC/ST/OBC/PH/ESM)** must be clearly written in **BLOCK CAPITAL** letters on the top of envelope.

31. The full postal address of the Recruiting Authority to whom application alongwith documents as specified above for the various categories are to be forwarded is given as at Para 11 and 12 above.

32. 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.

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

34. 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 interview.

**Action against Candidates Found Guilty of Misconduct**

35. 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.
36. 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:-
- To be disqualified by the Deptt from selection for which he/she is a candidate, and /or
  - To be debarred either permanently or for a specified period:-
    - By the Deptt from any examination or selection held by them.
    - By the Central Government from any employment under them, and
    - If he/she is already in service under Government to disciplinary action under the appropriate rules.
37. The acts/omissions which will invite the prosecution mentioned in Para above are:-
- Obtaining support of his/her candidature by any means, or
  - Impersonating, or
  - Procuring impersonation by any person, or
  - Submitting fabricated documents or documents which have been tampered with, or
  - Making statements which are incorrect or false or suppressing material information, or
  - Resorting to any other irregular or improper means in connection with his/her candidature for the selection
  - Using unfair means during the test, or
  - Writing irrelevant matter including obscene language or pornographic matter, in the scripts(s), or
  - Misbehaving in any other manner in the examination hall, or
  - Harassing or doing bodily harm to the staff employed by the Deptt for the conduct of their test, or
  - Bringing mobile phone/communication device in the examination hall / interview room.
  - Canvassing in any form.

#### Instructions for Departmental Candidates / Govt Employees

38. 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.
39. 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.

40. 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.
41. Merely fulfilling the basic selection criteria one does not automatically entitle to be called for test /interview.
42. 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.
43. 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.
44. Candidates must, if required, attend at such place, as may be fixed by the office for a written test and personal interview. The office does not defray the traveling or other expenses of candidates summoned for test and /or interview.
45. The use of mobiles phones, calculators and any other electronic computing and memory devices is banned in Examination hall.
46. The call for test and interview conveys no assurance whatsoever that the candidate will be selected / appointed.
47. 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 interview /appointment. The results will be available on MES website [www.mes.gov.in](http://www.mes.gov.in).
48. Incomplete or illegible applications or unsigned or undated or applications without standard passport size photographs and applications of underage/overage aspirants will be rejected.
49. Format for Disability Certificate, Undertaking to be given by the Ex-Servicemen, SC/ST Certificate and OBC Certificate is attached.
50. **Resolution of the Tie Cases.** If there are candidates having the same aggregate marks in the written examination, practical test and interview, then the tie is resolved by referring to the total marks in the written examination, i.e., a candidates having more marks in the written examination gets preference over the candidates having the same aggregate marks. This procedure is followed by Date of Birth, i.e., the candidate older in age gets preference. Lastly, if the tie still persists, the tie is finally resolved by referring to the alphabetical order of names, i.e., a candidate whose name begins with the alphabet which comes first in the alphabetical order gets preference.
51. **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.
52. **Court Jurisdiction.** Any dispute in regard to this recruitment will be subject to courts/tribunals having jurisdiction over the concerned CsWE of the MES where the candidate has submitted the application.

#### Annexure 'I'

#### FORMAT FOR APPLICATION FORM FOR THE POST OF MATE (VARIOUS TRADE)

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 : MATE

(b) **FOR MATE CATEGORY:**

(i) MATE (SPECIFY TRADE APPLIED) \_\_\_\_\_

(ii) CWE AREA FOR WHICH APPLIED FOR \_\_\_\_\_

Affix latest passport size Photograph duly pasted and self attested

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 Y Y Y

\_\_\_\_\_

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

\_\_\_\_\_

(c) Age as on \_\_\_\_\_ 2015 \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days

(d) Whether candidate seeks age relaxation :

(Write 'Y' for yes and 'N' for 'No'. If yes, tick the appropriate boxes under which age relaxation are sought. In case candidate belongs to more than one category the same to be mentioned, also attach necessary certificate in support)

SC ST OBC DIVORCED/SEPARATED/WIDOW SPORTS PERSON

DEPARTMENTAL J & K DOMICILED EX-SERVICEMEN

PHYSICALLY HANDICAPPED OTHERS (SPECIFY) \_\_\_\_\_

6. Permanent Address :

\_\_\_\_\_

DISTT :

STATE :

PIN :

7. Address for Communication :-

\_\_\_\_\_

DISTT :

STATE :

PIN :

8. Qualification as on 10 Oct 2015 (mention all educational qualification starting from Matriculation :-

Name of Examination	Name of Board/University	Year of Passing	% of Marks Equivalent % (in case of Grading system)	Division

9. Please tick appropriate boxes against columns as applicable :-

(a) Religion (If other, then please also mention) :

Hindu/Sikh/Muslim/Christian/Other

(b) Nationality :

INDIAN

OTHER

(c) Category to which the candidate belongs to :

SC

ST

OBC

GEN

(d) (certificate to be attached as per proforma)

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)

(f) Whether serving in MES Department (Yes/No) :

Y

N

(If yes, apply directly)

(g) Whether serving in other than MES Department :

Y

Y

(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 :

Y

N

Public Service Commission/recruitment board from any

of their examination/selection

13. Whether you have ever been convicted by any Court for any :

Y

N

offence

14. Do you have any relative working in MES :

Y

N

15. If Yes, give name, post, relation & official address of the :

relative.

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

Place :

(Signature of the Candidate)

Date :

(Name of the candidate in capital letters)

#### DECLARATION

- 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.
- I have read the provisions in the Notice of the examination carefully and I hereby undertake to abide by them.
- 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/Ex-Servicemen/OBC/Orally handicapped/ Hearing handicapped/visually handicapped) and age relaxation:-

(a)

(b)

(c)

(d)

- 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 :

(Signature of the Candidate)

Date :

(Name of the candidate in Capital letters)

Notes :-



- Name of the post applied, and category (Gen/OBC/SC/ST) should be mentioned at the top of the envelope.
- 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)
- Two self-addressed envelope of size 28 x 12 cm should also be enclosed with postal stamp of Rs. 27/- each with the application.
- Registration with employment exchange is not mandatory.
- 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. : Candidate Copy/Office Copy

(To be filled by issuing Authority)

- Name :
- Full Address for Communication :  
(with PIN Code)
- Post applied for :

FOR OFFICIAL USE ONLY

- Date of written test :
- Time of written test :
- Venue of written test :

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

Date & Signature of the Applicant (Signature of Issuing Officer with Stamp)

### 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. : Candidate Copy/Office Copy

(To be filled by issuing Authority)

- Name :
- Full Address for Communication :  
(with PIN Code)
- Post applied for :

FOR OFFICIAL USE ONLY

- Date of Practical test/Interview :
- Time of Practical test/Interview :
- Venue of Practical test/Interview :

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

Date & Signature of the Applicant (Signature of Issuing Officer with Stamp)

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

- Draftsman should bring Drawing Board, Drawing Instrument, Pen, Clip Board etc.
- Other candidates should bring pen, clip board etc.

### 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 :-

- BL- Both legs affected but not arms
- BA- Both arms affected
- BLA-Both legs and both arms affected.
- OL- One leg affected (right or left) :-
- OA - One arm affected :-
- BH - Stiff back and hips (cannot sit or stoop)
- MW- Muscular weakness and limited physical endurance.

- Impaired reach
- weakness of grip
- Impaired reach
- Weakness of grip
- Ataxic
- Impaired reach
- Weakness of grip
- Ataxic

#### 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)

- This condition is progressive/non-progressive/likely to improve/not likely to improve. Reassessment of this case is not recommended/is recommended after a period of \_\_\_\_\_ years \_\_\_\_\_ months.
- Percentage of disability in his/her case is \_\_\_\_\_ Percent.

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

- F - can perform work by manipulating with fingers
- PP- can perform work by pulling and pushing
- L - can perform work by lifting
- KC - can perform work by kneeling and crouching
- B- can perform work by bending

- Yes/No
- Yes/No
- Yes/No
- Yes/No
- Yes/No

- S- can perform work by sitting
- ST- can perform work by standing
- W- can perform work by walking
- SE- can perform work seeing
- H- can perform work by hearing/speaking
- RW- can perform work by reading and writing

- Yes/No
- Yes/No
- Yes/No
- Yes/No
- Yes/No
- Yes/No

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

Countersigned by the

Medical Superintendent/CMO/

\*Strike out which is not applicable Head of Hospital (with seal)

### 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-servicemen 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 :-

- Date of appointment in Armed Forces
- Date of Discharge
- Length of Service in Armed Forces
- My last unit/Corps

(Signature of candidate)

### 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, the Commission would accept only attest photocopies of such certificates and not any other attested or true copy. (The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India)

- 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 Schedules 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.

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 ;

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

NOTE: ST candidates belonging to Tamil Nadu State should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

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**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES  
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 10th September 1993, published in the Gazette of India, Extraordinary Part-I Section I, No. 186, dated the 13th September 1993.

\*(ii) Government of India, Ministry of Welfare Resolution No 12011/68/94-BCC dated 19th October 1994, published in the Gazette of India, Extraordinary Part-I Section I, No. 163, dated the 20th October 1994.

\*(iii) Government of India, Ministry of Welfare Resolution No 12011/7/93/95-BCC dated 24th May 1995, published in the Gazette of India, Extraordinary Part-I Section I, No. 88, dated the 25th May 1995.

\*(iv) Government of India, Ministry of Welfare Resolution No 12011/44/96-BCC dated 6th December 1993, published in the Gazette of India, Extraordinary Part-I Section I, No. 210, dated the 11th 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.

**davp 10102/11/2031/1516**

**EN 24/16**