

# RECRUITMENT CIVILIANS

Commanding Officer, IHQ of MoD (Army) Tpt Unit ASC invites the applications on the given format along with all copies duly attested by the competent authority relating to the educational qualification/experience/caste for the following posts of Group 'C' category.

Name of Post	Type of Post	No. of Posts	Pay Band & Grade Pay Rs	Qualification, Experience required (Essential/Desirable)	Age
Cook (NPS)	Gen (UR)	01	5200-20200 + 1900/-	<b>Essential:</b> Matriculation or equivalent. Must have knowledge of Indian Cooking and proficiency in trade	18 to 25 Yrs
Washerman (NPS)	OBC	01	5200-20200 + 1800/-	<b>Essential:</b> (i) Matriculation pass or equivalent. (ii) Must be able to wash and Iron Military/ Civil clothes thoroughly well. Should have 1 yr experience in the trade job.	18 to 28 Yrs (inclusive of 03 Yrs age relaxation)

## General Instructions

- Application on plain paper as per Appx 'A' & 'B', duly affixed passport size photograph (and one spare photograph) along with two Self-addressed envelopes of the size of 12 cm x 27 cm with Rs. 27/- Postage stamp affixed be sent to Commanding Officer, IHQ of MoD (Army) Tpt Unit ASC, Dhaula Kuan, New Delhi-21. Last date for receipt of applications **will be 28 days** after the date of publication of advertisement. Name of the post (Cook or Washerman as applicable) along with category (SC/ST/OBC/UR/Ex-Man) must be clearly written in BLOCK CAPITAL letters on the top of envelope. Application will be accepted by ordinary post or regd by post only. Department will not be responsible for postal delay.
- Relaxation on age is admissible as per Govt. of India Rules for the categories belonging to SC/ST/OBC/ Ex-Servicemen etc. OBC candidates claiming age relaxation should also produce the **Non-Creamy Layer certificate. Last date of receipt of application will be applicable for determination of age.**
- All posts are temporary but likely to be permanent with probation period of two years.
- Candidates after selection will be subject to "All India Service Liability Rules" and "Field Service Liability Rules".
- Selected candidates will be appointed on receipt of verification of their Character and antecedents from Civil authorities as well as that of the education, caste certificates, from the concerned govt. authorities and medical fitness.
- No Travelling Allowance will be admissible for test.
- Place, Date & Time of Test will be intimated by post separately to the eligible candidates whose application is sound in order.
- Candidates will bring original certificates in support of age, qualification, experience, caste etc on the date of test.

9. All eligible candidates will to through the physical, written and practical test as prescribed appropriate to the duties/job requirement of the post (s) concerned. Department will not be liable/ responsible for any loss/ demand/ injury whether direct or consequently suffered during the physical and practical test.

10. Medium of writing in application form and tests etc will be Hindi or English only. Candidates will bring writing materials (Pen, pencil & Clip Board etc).

**11. Total No. of posts/vacancies are tentative and can be changed. The recruitment process can be can-celled/ suspended/ terminated at any stage without assigning any reasons.**

12. Candidates in relation with more than one spouses or have married another spouse while the first spouse is alive are not eligible for appointment to the said posts.

13. Incomplete/incorrect/without signature applications will be rejected without any notice.

14. It may please be noted that if at any stage it is discovered that an attempt has been made by the applicant to willfully conceal or misrepresent the facts, his candidature may be summarily rejected or his employment terminated.

15. Other terms & conditions will be announced at the time of test as applicable for Central Govt. Defence Civilian Employees by the appointing authority.

16. Canvassing in any form shall disqualify the candidates. No enquiry or correspondence will be entertained in regard. The decision of appointing authority will be final.

17. **Note** : Where written test is proposed to be conducted, all candidates fulfilling the requisite minimum educational qualifications, age etc may be called for the written test, however, if the number of such candidates is too large, considering the number of posts to be filled up, further screening may be done to limit the number of candidates.

**Commanding Officer**

**IHQ of Mod (Army) Tpt Unit ASC**

**davp 10602/11/0009/1617**

**11/66/Defence/Recruitment/10th/18-25/Permanent/Other than Delhi**