

~~DRAFT ADVERTISEMENT~~
GOVERNMENT OF INDIA
DEPTT. OF DEFENCE PRODUCTION (DGQA)
SENIOR QUALITY ASSURANCE ESTABLISHMENT (SMALL ARMS)
PO: ICHAPUR – NAWABGANJ, DIST : 24 PARGANAS (NORTH)
WEST BENGAL – 743 144

1. Applications are invited from Indian National for filling up the post of MTS(O) a Central Service Group 'C' Non-Gazetted, Non-Ministerial Post from candidates fulfilling the following qualitative requirements :-

- (a) Name of post : MTS(O)
- (b) Place of work : Ichapur, North 24 Parganas, W.B, PIN - 743144
- (c) No. of post : ONE (Un-reserved)
- (d) Pay Scale : PB-1 of ₹ (5,200 - 20,200)/- plus Grade Pay ₹ 1800/-
- (e) Educational : Matriculation (10th class pass) from a recognized Board.
- (f) Age limit : 18 to 27 years as on 01st Mar 2016.
(Relaxable for Government Servants upto the age of 40 years
In case of General candidates and 45 years in case of the
candidates belonging to the Scheduled Castes and Scheduled
Tribes in accordance with the Central Government from time to time
in this regard.
- (g) Probation : Two years.

2. Applications should be addressed to the Senior Quality Assurance Officer, Senior Quality Assurance Estt (Small Arms), PO : Ichapur-Nawabganj, Dist : 24 Pgs(N), W.B. PIN – 743 144 clearly super-scribing "Application for the post of MTS(O)" on the top of the envelop and the same should reach within 21 days from the date of publication of the advertisement.

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IMPORTANT INSTRUCTION TO THE CANDIDATES / APPLICANTS

1. The application in the proforma given in Appendix- 'A' duly typed or neatly handwritten on a plain paper, supported with attested copies of relevant certificates should be forwarded by post only.
2. Incomplete application in any respect will be summarily rejected and no further correspondence will be entertained in this regard. Incomplete or unsigned application without supporting documents or received after due date will be liable to be rejected. The authority reserves the right to reject the candidature of such candidates.
3. Submission of false / incorrect / incomplete information, and / or dubious / bogus documents shall disqualify the candidate.
4. The selection will be made on the basis of written test only. Only selected candidate will be informed of about his / her selection, after completion of selection process.
5. The New Pension Scheme i.e. Defined Contributory Pension Scheme is compulsory for all Central Govt. Employees who are appointed on or after 01-01-2004.
6. The applicant / candidate should ensure the copies of under mentioned list of documents duly attested by serving Central or State Government Gazetted Officer is attached to the applicant :
 - (a) Matriculation Certificate.
 - (b) Date of Birth Certificate from valid registered authority.
 - (c) Caste Certificate in case of Age relaxation.
 - (d) NOC in case of serving Government employee.
7. Persons working in Central/State/PSUs must apply through proper channel along with a No Objection Certificate (NOC) from their establishment/Unit stating that no disciplinary/Vigilance case is pending against the individual.
8. Date, Venue and time of Written Examination will be intimated to short listed candidates only.
9. No TA will be paid for appearing in the Written Test.
10. Three numbers of photographs, all attested by a serving Gazetted Officer of Central or State Govt. are required i.e. one copy of passport size photo to be affixed on the top right side of the application form, one photo each to be affixed on the Admin Card which is to be submitted in duplicate. Candidates are required to submit a self addressed stamped envelope (₹ 5/-) of size 25x10 cms alongwith the application.
11. Any approach / recommendation in any form will be liable to disqualification and candidature of such candidates will be liable to be cancelled.
12. Mere submission of application will not confer any right on the applicant to be called for written test.

PROFORMA FOR APPLICATION

Affix self
passport size
photograph
duly attested
by a serving
Gazetted
Officer

Name of the Post applied for : _____

Advertisement No. _____

Employment Exchange Registration No. _____ NCO Code No. _____ Date _____

1. Name of the candidate : _____
(in block letters)

2. Father's Name : _____

3. Whether belongs to UR/SC/ST : _____
(Attach Xerox copy of Certificate duly attested / issued from
Competent Authority)

4. Date of Birth : _____
(in Christian Era)

5. Nationality : _____

6. Educational Qualifications :
(Attested copies of
Certificate to be
enclosed)

Exam Passed	Year	Division % of marks	Subject	Board / University

7. Present Postal Address : _____
for correspondence

8. Any other relevant information : _____

(a) Sports Achievement (District / State level)

(b) NCC / NSS etc.

(Attached Certificate duly attested)

DECLARATION

I do hereby declare that the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility detected before or after written Test, my candidature for appointment will stand automatically cancelled without any notice and all claims for the recruitment will stand forfeited.

Encl : Sheets

Place :

Date : _____
(Signature of the Applicant)
Name in Full

P.T.O

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ADMIT CARD

(On a separate sheet of paper in double space)

(Admit Card should be submitted in duplicate)

Serial No.1, 2 & 3 only to be filled by the candidates)

1. Name (In block letters) : _____
2. Full address for communication (with pin Code) : _____

3. Post applied for : _____
4. Date of Written Test : _____
5. Time of Written Test : _____
6. Venue of Written Test : _____
7. All documents / testimonials in original regarding Date of Birth, Category, Qualification, experience etc. will have to be produced at the time of the written test, failing which the authority reserves the right to reject the candidature.

Affix self
passport
size
photograph
duly
attested by
a serving
Gazetted
Officer.

darpan 10203/11/0075/1516