

## RECRUITMENT NOTICE

### GOVERNMENT OF INDIA MINISTRY OF DEFENCE

#### 2 MOUNTAIN DIVISIONAL ORDNANCE UNIT C/O 99 APO

1. Application are invited by 2 MOUNTAIN DIVISIONAL ORDNANCE UNIT, C/O 99 APO for the post of Mazdoor from Indian national resident candidates:-

S. No	Category	No of posts	Age	Pay scale	Eligibility Criteria	Remarks
(a)	<u>Mazdoor</u> Gen	02	18 to 25 years (Should not exceed 25 years on the last date of receipt of application)	Rs. 5200 - 20200 Grade pay Rs. 1800/- PM	<u>Qualification</u>  (a) Matriculation or equivalent.  (b) Knowledge of Hindi.	``Written/ physical/ Endurance tests as decided by Recruitment Board to be undergone by the candidates``.
(b)	ST	03	18 to 30 years (Should not exceed 30 years on the last date of receipt of application)			
	Total	05				

2. Vacancies for 04 x Ex-serviceman will be filled against horizontal reservation out of the above posts. The qualification requirement for Ex-serviceman is same as applicable to other categories. The age limit is as under:-

(a) **Ex-serviceman.** Service rendered in Army/Navy/Air Force shall be deducted from actual age and resultant age should not exceed the maximum age limit, prescribed for the post by more than three years.

3. **Probation period.** The candidates will be under probation period for two years and subjected to fulfillment of laid down conditions, he will be considered for permanent appointment. 2 MOUNTAIN DIVISIONAL ORDNANCE UNIT reserves the right to withdraw the vacancies and terminate the appointment during the period of 2 years probation without assigning any reasons whatsoever.

4. The above posts are subject to All India service liability including field service. The place of work will be wherever 2 MOUNTAIN DIVISIONAL ORDNANCE UNIT is located.

5. It is also made clear that number of posts may undergo change at any stage and in this regard no representation will be entertained.

6. **Syllabus for written test (MATRICULATION LEVEL).**

- (a) Time allowed: 2 hours
- (b) Question paper: Objective type
- (c) Negative marking: 0.25 marks for each wrong answer.
- (d) General Intelligence & Reasoning (25 Qs, 25 marks)
- (e) Numerical Aptitude (25 Qs, 25 marks)
- (f) General English (50 Qs, 50 marks)
- (g) General Awareness (50 Qs, 50 marks)

7. **Location of Test/Interview.** Test/Interview will be held at 2 MOUNTAIN DIVISIONAL ORDNANCE UNIT C/O 99 APO at Dinjan Military Station and nearest Railway station is Tinsukia in Assam.

8. **Format of application.** To be submitted through **Registered by post** only.
9. **Documents that are required with the application duly attested by a Gazetted Officer:-**
- (a) Photocopy of Birth Certificate.
  - (b) Caste Certificate
  - (c) Educational Certificate.
  - (d) Photocopy of Ration Card/Domicile Certificate.
  - (e) Two passport size photograph.
  - (f) Character Certificate from Gazetted Officer (Date of issue be within six months).
  - (g) Discharge certificate (for Ex-serviceman)
10. **Ineligibility.** Incomplete application without affixing photograph or without enclosing attested copies of Birth Certificate, Caste Certificate, Educational Certificate, Character Certificate, Discharge Certificate (for Ex-serviceman), Ration Card or Domicile Certificate or if applicant is found overage on last date of receipt of application will be rejected.
11. **Short-listing/Preliminary Test.** The number of candidates may be reduced due to administrative constraint in screening of applications for written examination on the basis of percentage of marks obtained in the examination of essential qualification. A bench mark will be fixed depending on the Numbers of applicants. No weightage will be given for additional/higher qualification (other than those prescribed in the recruitment rules) All candidates meeting the benchmark will be invited for further test. The Administration reserves the right to fix cut-off benchmark for selection.
12. **The number of candidates** to be called for interview may be restricted to 10 times of number of vacancies.
13. The exact place and the date will be intimated to the candidates whose application and particulars are found correct through acknowledgement card. Merely fulfilling the basic essential qualifying requirement does not automatically entitle a person to be called for test/interview. Applicants should report at 0800 hrs on the date of test/interview. No separate letter except acknowledgement card will be issued. Individuals should be in possession of acknowledgement card issued by the unit and all original documents at the time of the test/interview. **Written exam and interview will be based on matriculation level.**
14. Candidate **not in receipt of call letter** should presume that their application were **incomplete/not meeting the qualitative requirements or not found eligible.** No correspondence in this regard will be entertained. Further, 2 MOUNTAIN DIVISIONAL ORDNANCE UNIT will not be held responsible for any postal delay.
15. Only candidates in possession of acknowledgement Card shall be permitted to attend the test/interview.
16. **Original Documents.** Candidates are required to bring original documents/certificate at the time of test/interview failing which they shall not be permitted to appear in the test/interview.
17. **TA/DA/Accommodation.** No TA/DA will be admissible to the candidate for appearing in the test/interview. Candidates will have to make their own arrangement of move, boarding/lodging as it may take 2 to 3 days time.
18. **Own Risk.** Candidates will appear for physical test/Endurance Test at their own risk. Any injury/accident if sustained by the candidates during tests, authorities will not be responsible to pay any compensation.
19. **Last date of receipt of application.** Application to be submitted by the candidates within 21 days from the date of publication of advertisement in the Employment News.

**Instructions**

20. Candidates fulfilling above conditions may submit their applications as per the format given in Appx `A` affixing two passport size photograph duly attested by a Gazetted Officer one on right hand corner of the application form and one on the acknowledgement card attached with application form along with attested copies of certificates and self addressed envelope affixing postal stamp Rs 25/- (Rupees twenty five only) required for registered cover for return of acknowledgement card as to reach **Commanding Officer, 2 MOUNTAIN DIVISIONAL ORDNANCE UNIT, PIN- 909002, C/O 99 APO** within 21 days from date of publication in the Employment News. No application will be entertained after closing date i.e 21<sup>st</sup> day from the date of publication of advertisement in the employment news. While forwarding the application, the envelope should clearly be marked as "**APPLICATION FOR THE POST OF MAZDOOR**".

**Note**

21. Please note that incomplete application without affixing photograph or without enclosing attested copies of educational certificate/showing date of receipt application as indicated above will be rejected and candidates will not be entertained for test/interview.

22. Candidate must ensure that no column is left blank or wrongly filled. Application not filled correctly is liable to be rejected and the onus of such rejection would be on the candidate himself. 2 MOUNTAIN DIVISIONAL ORDNANCE UNIT will not entertain any claim after such rejection. The application format be typed on A-4 size paper.

23. No application will be accepted in person by hand or through any representative. The application should be posted to the address under registered cover. 2 MOUNTAIN DIVISIONAL ORDNANCE UNIT will not be responsible for any kind of postal delay.

24. No of posts may undergo change due to change in authorization or non extn of the validity period of NAC.

25. 2 MOUNTAIN DIVISIONAL ORDNANCE UNIT reserves the right to dissolve the procedure of recruitment at any stage/any time and in this regard no representation will be entertained.

26. The age calculation will be as on last date prescribed for receipt of application in the advt.

**Warning** ``All the candidates are warned to be careful from the self styled agents and also requested to report to the Commanding Officer, 2 MOUNTAIN DIVISIONAL ORDNANCE UNIT against any malpractice seen/observed by them".

**Appx `A`**

Refer to Newspaper .....  
Advt No .....  
Dated .....

2 Mountain Divisional Ordnance Unit  
PIN- 909002  
C/O 99 APO

Affix recent  
passport size  
photograph  
duly attested  
by a Gazette  
Officer

**APPLICATION FOR RECRUITMENT IN 2 MOUNTAIN DIVISIONAL  
ORDNANCE UNIT, C/O 99APO**

1. Post applied for \_\_\_\_\_
2. Name of Candidate (In block letters) \_\_\_\_\_
3. Father's name \_\_\_\_\_
4. Date of Birth (Enclose proof) \_\_\_\_\_
5. Permanent Address:-  
Village \_\_\_\_\_ Post Office \_\_\_\_\_  
District \_\_\_\_\_ State \_\_\_\_\_  
PIN Code \_\_\_\_\_
6. Correspondence address:-  
House No \_\_\_\_\_, Street/Village \_\_\_\_\_  
Post Office \_\_\_\_\_ District \_\_\_\_\_  
State \_\_\_\_\_ PIN Code \_\_\_\_\_
7. Caste (Gen/ST) (attach certificate duly attested as applicable) \_\_\_\_\_
8. Education Qualification (attach education certificate duly attested) \_\_\_\_\_
9. Knowledge of Hindi: Yes/No \_\_\_\_\_
10. Category for which applied (Gen/ST/Ex-serviceman) \_\_\_\_\_
11. Whether registered with any Employment exchange: Yes/No \_\_\_\_\_  
(If yes mentioned registration No and name of Employment exchange)
12. Additional information if any \_\_\_\_\_

13. I hereby certify that above particulars mentioned in the application are correct and true to the best of my knowledge and belief. If any particulars mentioned by me are found false at any stage then I shall be liable to be terminated without any notice.

Date: 2012

Signature of the Candidate

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**FOR OFFICE RECORDS ONLY**

1. Received on \_\_\_\_\_
2. Accepted/Rejected \_\_\_\_\_
3. Reason for rejection: Underage/Overage/Documents incomplete/any other reasons to be specified.
4. Index No \_\_\_\_\_ and date of test/interview \_\_\_\_\_

**ACKNOWLEDGEMENT CARD**

Affix recent  
passport size  
photograph  
duly attested  
by a Gazette  
Officer

1. Name \_\_\_\_\_
2. Father's name \_\_\_\_\_
3. Permanent Address:-  
Vill \_\_\_\_\_ PO \_\_\_\_\_ PS \_\_\_\_\_  
Teh \_\_\_\_\_ Dist \_\_\_\_\_ State \_\_\_\_\_ Pin \_\_\_\_\_
4. Correspondence Address  
House No \_\_\_\_\_ Street/Village \_\_\_\_\_ PO \_\_\_\_\_  
Dist \_\_\_\_\_ State \_\_\_\_\_ Pin \_\_\_\_\_
5. Index No \_\_\_\_\_
6. Accepted/Rejected and date & place of test/interview if accepted \_\_\_\_\_  
\_\_\_\_\_
7. Reason for rejection: Underage/Overage/Documents incomplete/any other reason to be specified \_\_\_\_\_

Signature of Controlling Officer

**Davp 10202/11/0222/1213**