

NOTICE

RECRUITMENT IN DELHI AREA PROVOST UNIT DELHI CANTT

1. Applications are invited for filling the post of 'Tailor' from Indian National eligible candidates meeting following criteria:-

(a) Category - OBC

(b) No of Posts - 01

(c) Age Limit - 18 Yrs to 25 Yrs

Age relaxable upto 3 years for OBC category.

Age relaxable upto 35 years for Government servant as per order instructions issued by the Central Government.

Age relaxable for Ex-Serviceman as per extant of rules.

(d) Qualifications.

(i) Matric or its equivalent from a recognized board.

(ii) One year experience in the trade.

2. Pay scale Rs 5200-20200/- with Grade Pay Rs 1800/- plus allowances as admissible to Central Govt Employees.

3. General Instruction :-

(a) Application given complete bio data of the candidates, affixed with a recent passport size photographs duly attested by Gazetted officer one on right hand corner of application and one on Ack Card alongwith attested copies of certificates and a self addressed envelope affixing postal stamps for Rs 22/- required for registered cover for return of acknowledgement card so as to reach **Commanding Officer, Delhi Area Provost Unit, Delhi Cantt-10, PIN-900106, C/O 56 APO** within 21 days from the date of publication of this advertisement in the Employment News / Rozgar Samachar / local newspaper alongwith two photographs and photocopies of certificate/documents duly attested.

(b) Test will be held at Delhi Area Provost Unit, Delhi Cantt on dates mentioned in acknowledgement card for each. Applicants should report at Delhi Area Provost Unit, Delhi Cantt - 10 on the date of test as per acknowledge card. No separate letter except acknowledge card will be issued.

(c) The individual should be in possession of acknowledgment card and all original documents at the time of test. No individual will be entertained who are not in possession of acknowledge card issued by unit.

(d) Name of the post in block letters applied for should be marked on top of the application.

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4. Note :-

- (a) Please note the incomplete application without affixing photograph or without enclosing attested copies of educational certificate/showing date of birth, experience certificate, caste certificate or if applicant is found overage on last date of receipt of application as indicates above will be rejected and candidate will not be entertained for test.
- (b) Candidates must ensure that no column is left blank or wrongly filled. Applications not filled correctly are liable to be rejected and the onus of such rejection would be on the candidate himself. The unit administration will not entertain any claim after such rejection. The application format be typed on full size paper.
- (c) Candidate shall attach OBC certificate duly signed by appropriate authority.
- (d) No application will be accepted in person or through any representative. The application must be posted to the addressee under registered cover. The unit will not be responsible for any kind of postal delay.
- (e) No TA/DA for the test will be paid. Candidate will make their own boarding/lodging arrangement for test.
- (f) Unit will not be responsible to pay any damages in case of injury to candidate during test where applicable.
- (g) Age relaxation is allowed for OBC and Ex-Servicemen candidates as per Govt orders.

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Affix recent
passport size
photograph duly
attested by a
Gazetted officer

APPLICATION FOR RECRUITMENT

1. Post applied for _____
2. Name of candidate (in block letters) _____
3. Father's Name _____
4. Date of Birth _____
5. Age as on closing date _____ Yrs _____ Months _____ days
6. Age relaxation claimed : Yes / No
7. **Correspondence Address**
House No/Street/Village _____
Post Office _____
District _____
State _____
PIN _____
8. **Permanent Address**
House No/Street/Village _____
Post Office _____
District _____
State _____
PIN _____
9. Caste in OBC Category _____ (attested copies of OBC category to be enclosed)
10. Education Qualification _____
11. Knowledge of tailoring and Proficiency in trade _____
12. Details of experience in tailoring trade _____ (attested copies of experience certificate to be enclosed)
13. Whether registered with any employment exchange (Yes/No) _____
14. If yes, registration No and Name of the employment Exchange _____
15. I hereby certify :-
 - (a) That I am not involved in any criminal case and no criminal proceeding is pending or contemplated against me in any court of law.
 - (b) That above particulars mentioned in the application are correct and true to the best of my knowledge and belief. If any of the particulars mentioned by me are found false at any stage then I shall be liable to be terminated without any notice.

Date

2016

(Signature of candidate)

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FOR OFFICE RECORD ONLY

1. Received on : _____
2. Accepted/Rejected _____
3. Reason for rejection : Under age/Over age/Documents incomplete/Any other reasons to be specified _____
4. Index No : _____ and date of test _____

ACKNOWLEDGEMENT CARD
(FOR OFFICE USE ONLY)

Affix recent
passport size
photograph duly
attested by a
Gazetted officer

POST APPLIED FOR _____

1. Name _____
2. Father's Name _____
3. Correspondence Address (same as per column 7, above) :-
House No/Street/Village _____
Post Office _____
District _____
State _____
PIN _____
4. Index No _____
5. Accepted/Rejected and date of test if accepted _____
6. Reason for rejection : Under age/Over age/documents incomplete/Any other reasons to be specified _____

Signature of controlling officer

day 10604 / 11 / 0005 / 1617