

छावनी परिषद देवलाली

रोजगार सूचना

कनिष्ठ सहायक पद हेतु सीधी भर्ती ।

वेबसाइट/पोर्टल www.canttboardrecruit.org पर केवल ऑनलाइन माध्यम से आवेदन

1. छावनी परिषद, देवलाली में नीचे दिए अनुसार वेतनमान पर निम्नलिखित पदों के लिए योग्य भारतीय नागरिकों / उम्मीदवारों से ऑनलाइन आवेदन आमंत्रित किये जाते हैं ।


पद	रिक्तियों की संख्या	वेतनमान (छठे वेतन आयोग के अनुसार)	आयु-सीमा (18.03.2019 को आयु अनुसार)	न्यूनतम शैक्षणिक अर्हता
1	2	3	4	5
कनिष्ठ सहायक	03 (02 पद अनारक्षित एवं 01 पद अन्य पिछड़े वर्ग हेतु आरक्षित)	₹. 5200-20200 + ग्रेड वेतन 1900	18 से 25 वर्ष	1. न्यूनतम उच्च माध्यमिक (XII) अर्थात इंटरमीडिएट (10+2) या समकक्ष । 2. सरकारी मान्यता प्राप्त संस्था से पूर्ण किया गया एम.एस.सी.आई.टी. । 3. अंग्रेजी टाइपिंग- 40 शब्द प्रति मिनट एवं मराठी या हिंदी टाइपिंग- 30 शब्द प्रति मिनट ।

- 2 आवेदन का माध्यम : सभी दृष्टि से पूर्ण केवल ऑनलाइन आवेदन को ही स्वीकृत किया जाएगा । अन्य किसी भी माध्यम से प्राप्त आवेदनों पर विचार नहीं किया जाएगा और उसे तुरंत अस्वीकृत किया जाएगा ।

ऑनलाइन आवेदन जमा करने की प्रारम्भिक तिथि	31.01.2019
ऑनलाइन आवेदन प्राप्त होने की अंतिम तिथि	18.03.2019
भरे हुए आवेदन का प्रिंटआउट निकालने की अंतिम तिथि	18.03.2019
प्रवेश पत्र डाउनलोड करने की तिथि	वेबसाइट / पोर्टल पर सूचित किया जाएगा ।

- 3 उपर्युक्त पद सम्बंधित विस्तृत जानकारी हमारे वेबसाइट / पोर्टल www.canttboardrecruit.org पर देखी जा सकती हैं ।

संख्या 322/एम्पलॉय-एक्सचेंज/कनिष्ठ सहायक/ई-1/ 545
छावनी परिषद कार्यालय, देवलाली 422401
दिनांक: 30/01/2019


(अजय कुमार, भा.र.स.से.)
मुख्य कार्यकारी अधिकारी
छावनी परिषद देवलाली

CANTONMENT BOARD DEOLALI

EMPLOYMENT NOTICE

DIRECT RECRUITMENT FOR THE POST OF JUNIOR ASSISTANT

APPLICATION THROUGH ONLINE SYSTEM ONLY BY USING WEBSITE/PORTAL:

www.canttboardrecruit.org

1. ONLINE Applications are invited from eligible Indian Citizen / Candidates for the under mentioned post in **Cantonment Board, Deolali Cantonment** in the pay scales as given below :-

Post	No. of vacancies	Pay Scale (As per VIth Pay Commission)	Age limit (Age as on 18.03.2019)	Minimum Education
1	2	3	4	5
Junior Assistant	03 (02 posts Unreserved & 01 post reserved for OBC)	Rs. 5200-20200 +GP 1900	18 to 25 years	1. Minimum H.S.C.(XII) i.e. (10+2 Intermediate or equivalent 2. MSCIT completed from Govt. Recognised Institute 3. English Typewriting of 40 w.p.m. & Marathi or Hindi Typewriting of 30 wpm.

2 **MODE OF APPLICATIONS:** Online Applications only, complete in all respect will be accepted. Any application form received from any other source shall not be entertained and will be summarily rejected.

Commencing date for Submission of Online Application	: 31.01.2019
Last date of receipt of online application	: 18.03.2019
Last date to take printout of filled application	: 18.03.2019
Download of Admit Card	To be intimated on Website/Portal

3. Further details can be seen on our website / portal www.Canttboardrecruit.org

No. 322/Empl-Exch/Jr Asstt/E-1/ 545
Office of the Cantonment Board, Deolali 422 401
Date : 30/01/2019


(AJAY KUMAR, IDES)
Chief Executive Officer
Cantonment Board, Deolali

CANTONMENT BOARD DEOLALI

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Junior Assistant	03 (02 posts Unreserved & 01 post reserved for OBC)	Rs. 5200-20200 +GP 1900	18 to 25 years	1. Minimum H.S.C.(XII) i.e. (10+2 Intermediate or equivalent 2. MSCIT completed from Govt. Recognised Institute 3. English Typewriting of 40 w.p.m. & Marathi or Hindi Typewriting of 30 wpm.

2. **Age Limit-** (i) Age limit as per existing rules under CFSR 1937 is 18-25 years (age as on 18.03.2019) and age relaxation for Ex-servicemen who has put in not less than 6 months continuous service under the Armed Forces of the Union, shall be allowed to deduct the period of such service from his actual age and if the resultant age does not exceed 25 years by more than 3 years, shall be deemed to satisfy the conditions regarding age limit. **The age limit as on last date of receipt of application will be considered.**

(ii) Age limit shall be relaxed **03 yrs for OBC (for reserved post only)** and by 10 years for handicapped candidates as per rule, wherever applicable. Physically handicapped candidates shall attach proof of physical disability (certificate from recognised authority).

3. **Application Fee:** Application fee will be **Rs.500/-(non refundable)** for candidates (except only for Ex-Serviceman) to be paid **through online payment mode via above said application software only.**

MODE OF APPLICATIONS: Online Applications only, complete in all respect will be accepted. Any application form received from any other source shall not be entertained and will be summarily rejected.

Commencing date for Submission of Online Application	: 31.01.2019
Last date of receipt of online application	: 18.03.2019
Last date to take printout of filled application	: 18.03.2019
Download of Admit Card	To be intimated on Website/Portal

Note - Applications which are incomplete in any respect, not accompanied by requisite photographs, Signature, essential qualification or without requisite fee or not properly filled are liable to be summarily rejected. **No correspondence in this regard would be entertained by the Cantonment Board, Deolali.**

4. **Admit-Card / Call letter for Written Test:** -Applications will be scrutinized and eligible candidates can download Admit Card.

Candidates are required to visit our website / portal www.canttboardrecruit.org regularly to check any information or any amendments or updates regarding said recruitment and time schedule for written test.

5. **Date, time & Venue of Written Examination :-** On 28.04.2019 from 10.30 am to 12.00 pm at Cantonment Board Combined Primary School, Gurudwara Road, Deolali.

6. **Mode of Selection:** Selection will be subject to the performance of candidate in the under mentioned tests:-

(a) Final selection and merit will be based on written test (The written test will be of 300 Marks on the subject of Multiple Choice objective types questions having duration of one & half hour.

(b) At the time of Written Test, the candidates must bring Identity proof and recent passport size photographs with him / her along with original Admit Card, proof of Date of Birth & proof of requisite minimum educational qualification i.e. H.S.C.(XII) i.e. (10+2 Intermediate or equivalent), MSCIT & English Typewriting of 40 w.p.m. and Marathi or Hindi Typewriting 30 w.p.m.

(c) **Written Test- Marks obtained in written test will have 100% weightage in preparing the final merit list.** - Written test will comprise of Multiple Choice Objective type questions and will be in English. Answers to the questions will have to be marked on OMR Answer sheet. However, final selection will be subject to qualifying skill test i.e. English Typewriting of 40 w.p.m. and Marathi or Hindi Typewriting of 30 w.p.m. No marks will be allotted with respect to the skill test. However, qualifying the skill test is mandatory for selection. Typing speed will be considered as average in 05 minutes. Among the merit list prepared on the basis of Written Test, 30 candidates will be called for skill test.

- (d) **PENALTY FOR WRONG ANSWERS:**

Candidates should note that there will be penalty of 1/3rd negative marking for wrong answers marked by a candidate in the Objective Type Question Papers.

7. **ELIGIBILITY CRITERIA:**

- (i) The candidate must be a citizen of India.
(ii) The candidate must fulfill the educational qualification, age, other requirements as stipulated in this advertisement.

8. **GENERAL CONDITIONS:-**

- (a) *The services of the appointed candidate / person will be governed under Cantt Fund Servant Rules, 1937, Cantonments Act, 2006 and pension rules as amended from time to time by the Central Govt. are applicable to employees of Cantt Boards.*
- (b) **The applicant can apply through Online only.** No application will be entertained after **closing date.** Administration will not be responsible for any server failure.
- (c) No TA / DA will be paid to the candidates for appearing for the written test.
- (d) Department reserves the right to postpone/cancel/suspend/terminate the recruitment process without any prior notice/assigning any reason at any stage. No correspondence would be entertained in this regard.
- (e) If there are two or more candidates in the same category having equal marks in the examination, the candidate older in age will get preference.
- (f) The appointing authority shall draw a reserve panel/waiting list in addition to the number of candidates selected as per the notified vacancies. **The reserve panel/waiting list shall be valid for a period of one year from the date of declaration of result** and the vacancies arising due to: non-acceptance of the offer of appointment, candidates not joining the post after acceptance of appointment or the candidates not being found eligible for appointment after verification of documents/ certificates or **due to resignation of selected candidates within one year of joining the post, the same shall be filled up from this reserve panel/waiting list.**
- (g) **Candidates may not apply for more than one application.**
If any candidate has registered with more than one login ID then the first successful registration only will be taken into consideration for further process i.e. Hall Ticket, attendance for examination, merit list and other concerned process, the other duplicate registration will be treated invalid and no money will be refunded.

Note: No permission will be given to change details given in registration i.e. username, e-mail id, date of birth, photograph of applicant, signature and qualifying degree at any stage once application form is submitted.

9. **Documents required after publication of merit list for final selection.**

After considering the merit list, the shortlisted candidates will be called for verification / scrutiny of documents, as per Annexure 'A'. The following original Documents/certificates and 02(Two) sets of self-attested copies along with hard copy of print out of online application are to be produced at that time:-

The original Documents as mentioned below of the shortlisted candidates, will be checked & verified at Cantt Board Office, Deolali Cantt and further, the appointing authority will undertake an exercise of verification of character and antecedents of the Candidates.

The appointment will be provisional and subject to verification of Character and antecedents of the Candidate.

Candidates must carry the Originals & photo copies of all the documents, mentioned below, for verification while appearing for scrutiny of documents.

Original copy (Annexure 'A')

- (a) Computer generated Application form duly signed by the candidate.
- (b) Certificate of date of birth.
- (c) Two latest coloured passport size photographs.
- (d) Certificates of requisite Academic qualification with detail marks.

10. Rejection. The following acts/omission would render a candidate/application disqualified/rejected.

- (a) Not meeting/Qualifying/Passing the laid down Mandatory Educational Qualification/ Standards/Test.
- (b) Furnishing of false, inaccurate or tampered information.
- (c) Obtaining support for his candidature through unfair means.
- (d) Impersonation by any person.
- (e) Submitting fabricated / false documents.
- (f) Making statements which are incorrect or false or suppressing material information.
- (g) Resorting to any other irregular or improper means in connection with his candidature for the selection.
- (h) Improper/ incomplete filling of application form.
- (i) More than one application submitted for the same post.
- (j) Recommendation of any kind will lead to disqualification for the post.

11. Selection will also be subject to the following conditions:-

- (a) Medical Fitness Test.
- (b) Verification of Character and Antecedents.
- (c) Verification of Ex-Serviceman Certificate/Discharge Book.
- (d) Verification of Educational qualification certificate & Age.

12. HOW TO APPLY ONLINE FOR THE POST OF JUNIOR ASSISTANT:

- (1) (a) Before applying, the Candidates are advised to go through this advertisement carefully in detail for determining their eligibility as per laid down criteria for the post.
- (b) Candidates will be required to complete the Online Application Form, the instructions for which are available at the above mentioned site. The time gap to fill complete online application will be 30 minutes.
- (c) Before starting the filling up of online application, the candidate must have his/her photograph and signature duly scanned in the jpg format of size, mentioned in Point (7) below.
- (d) The admission at all the stages of the examination will be purely provisional subject to satisfying the prescribed eligibility conditions.

- (e) Candidates are required to apply ONLINE at www.canttboardrecruit.org between **31.01.2019 to 18.03.2019**. No other means / mode of application will be accepted. **Candidates are required to have valid e-mail and active mobile number and there should not be any change till the time recruitment procedure is complete.**
- (2) For submission of application, visit the website/portal at www.canttboardrecruit.org and Click on '**New User Registration**'
- Select **Deolali** from drop down option in the Cantt Board.
 - Select the Post to apply from the drop down option.
 - Enter your Mobile Number (working) and click to get OTP.
 - You will receive the OTP on your mobile.
 - Thereafter, fill the OTP and validation code (CAPTCHA) and click on submit.
- (3) The procedure / steps for filling up of applications online is briefed below;
STEP 1: Submission of Applicant's details.
STEP 2: Uploading of scanned Photograph and Signature.
STEP 3: Payment of application fee online (if applicable)
- (4) The application shall be treated complete only if all the three mandatory Steps (Step-1, Step-2 and Step-3) are completed successfully.
- (5) In case candidates is not able to submit fee by **closing date**, or the application is otherwise incomplete, his / her candidature will be summarily rejected.
- (6) Applicant can view the Application details from the already Registered User section available on the home page by providing Application Number and Email ID. Applicant is required to ensure that Photograph & signature is visible and Fee status changed to Paid otherwise application will be treated as incomplete and summarily rejected.
- (7) Checklist : Following Document(s) should be kept handy before applying online ;
- Credit Card / Debit Card / Bank details.**
 - Scanned image of Photograph (JPG format, size between 20-40 KB)**
 - Scanned image of Signature (JPG format, size between 10-20 KB)**
- (8) For further details and online application. Please log on to our Website/Portal :
www.canttboardrecruit.org
- (9) **The Vacancies advertised are permanent. However, there will be a probation period of two years. Decision of the Competent Authority would be final with regard to all matters connected with the Recruitment including cancellation of recruitment process at any stage and no correspondence in this regard will be entertained.**
- (10) After submitting the Online Application, the candidates are required to preserve the Print out of the finally submitted Online Application for the post Applied for.

13. IMPORTANT INSTRUCTIONS :-

1. The decision of CEO, Cantonment Board, Deolali in all matters relating to acceptance or rejection of an application, eligibility / suitability of a candidate shall be final and binding for all the candidates.

2. Candidate has to give in detail his name, fathers, husband's name, surname, date of birth, mobile number, photo, sign etc. basic information.

3. After the examination details regarding marks obtained by each candidate will be put up on the website of the Cantonment Board, Deolali.

4. The applicant can login at any time on the website/portal i.e. www.canttboardrecruit.org using his/her application number at any time **during the period from 06.04.2019 to 28.04.2019** to check any update regarding the examination.

5. The admit cards of eligible candidates will be uploaded on the website www.canttboardrecruit.org. The candidates will have to download the admit cards from there only as **no hard copy of admit card will be sent to the applicants by post or by email.**

6. Any doubts / clarifications regarding the application can be cleared from the office of the Cantonment Board, Deolali on any working day between working hours.

7. Any corrigendum / changes regarding the examination will only be notified through the website www.canttboardrecruit.org and no other medium of giving information to candidates will be incorporated.

8. The exact date of the Written test will be updated through the website www.canttboardrecruit.org.

14. GENERAL INSTRUCTIONS FOR CANDIDATES :-

(i) The Appointing Authority makes provisional selection of the candidates on the basis of information provided in the application and documents/certificates provided by the candidate at the time of scrutiny and subsequently, the Appointing Authority verifies and satisfies itself about the authenticity of documents/ certificates and eligibility as per the Recruitment Rules before finally appointing the candidates. Therefore, the provisional selection of a candidates confers on him/her no right of appointment unless the Appointing Authority is satisfied after such inquiry as may be considered necessary that the candidate is suitable in all respect for appointment to the post.

(ii) The candidate should not have been convicted by any court of law. Also No Disciplinary/Vigilance case should be contemplated/pending against the candidates already serving in Govt. Organisations.

(iii) The appointing authority reserves the right to reject the candidature of any ineligible candidate at any stage of recruitment.

(iv) The appointing authority reserves the right to cancel a part of or entire process of examination or a part of it due to administrative reasons(s) and in case of unfair means, cheating or other irregularities/malpractice noticed by the appointing authority. The appointing authority also reserves the right to cancel or set up a new examination centre and divert the candidates to appear at that examination centre if required.

(v) No correspondence in regard to the appointment will be entertained.

(vi) No representation on any grounds for non-appearance for the written test by the candidates will be entertained and his/her candidature will not be considered in such an eventuality.

(vii) TA/DA will not be admissible for attending tests as the case may be.

(viii) The candidature of the candidate to the written test is entirely provisional and subject to the outcome of any direct/ decision/order/pronouncement of court of Law and mere issue of Admit Card or appearance at Examination does not entitle him/her to any claim for the post.

(ix) The appointing authority reserves the right to cancel or modify the advertisement or part of it at any stage, The number of vacancies is provisional and subject to change (increase or decrease).

(x) Use of calculator, Laptop, Palmtop, other Digital/electronic instrumental/Mobile/Cell Phone, Paper etc are not allowed. In case of any candidate found to be in possession of any gadgets/instrument, he/she would be debarred from the examination and legal proceedings will be initiated against the candidates.

(xi) All the applicants are required to be present well in advance time on the dates & venue before the commencement of written test. Any delay in presence will be marked as absent.

(xii) SYLLABUS FOR WRITTEN EXAMINATION FOR JUNIOR ASSISTANT :-

SN	Syllabus	language	No. of questions	Total Marks
1	All subjects up to Class XII, General Knowledge, Cantonments Act, 2006 & Cantonment Account Code, 1924.	English	Total 100 questions	300 (03 marks for each question)
<u>Nature of question paper</u> The question paper will be of objective, multi choice nature. For every wrong answer, 01 mark will be deducted.				

Ajman

**(AJAY KUMAR, IDES)
Chief Executive Officer
Deolali**

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