



Heavy Vehicles Factory Avadi, Chennai-600054

ONLINE APPLICATIONS are invited from eligible citizens of India for filling up the following Group 'C' Posts at Heavy Vehicles Factory, Avadi, Chennai-600054 (Tamil Nadu).

- i) **STENOGRAPHER** - in the Pay Band Rs. 5200-20200/- and Grade Pay of Rs.2400/-fulfilling the requisite qualification (12th class pass or equivalent from a recognised Board or University and Knowledge of Stenography).
- (ii) **FIREMAN** - in the Pay Band Rs.5200-20200/- and Grade Pay of Rs.1900/- fulfilling the requisite qualification (Tenth class pass from recognised Board/Institution and must have completed basic course on elementary fire fighting from a recognised Institute).
- iii) **COOK (NIE)** - in the Pay Band Rs.5200-20200/- and Grade Pay of Rs.1900/- fulfilling the requisite qualification (Matric Pass with one year experience in the relevant Trade).
- iv) **TELEPHONE OPERATOR GRADE-II** - in the Pay Band Rs.5200-20200/- and Grade Pay of Rs.1900/- fulfilling the requisite qualification (Class XII Pass with Proficiency in handling of PBX Board and Electronics Exchanges).
- (v) **BLOOD TRANSFUSION ASSISTANT** - in the Pay Band Rs.5200-20200/- and Grade Pay of Rs.1900/- fulfilling the requisite qualification (i) Passed 10+2 or equivalent examination with Science subjects. (ii) Diploma in Medical Laboratory Technology from a recognised Institution).

1. NAME OF THE POSTS AND NUMBER OF VACANCIES:

S. No.	Name of Post	UR	OBC	SC	ST	Total	PWD QUOTA				EX-SM
							VH	HH	OH	Total	
01	Stenographer	03	02	01	-	06	-	-	-	-	-
02	Fireman	02	01	-	-	03	-	-	-	-	01
03	Cook (NIE)	01	-	01	-	02	-	-	-	-	-
04	Telephone Operator Grade-II	01	-	-	-	01	-	-	-	-	-
05	Blood Transfusion Assistant	-	01	-	-	01	-	-	-	-	-
	TOTAL	07	04	02	-	13	-	-	-	-	01

Legends: UR- Unreserved, OBC- Other Backward Classes, SC-Scheduled Castes, ST- Scheduled Tribes, VH- Visually Handicapped, HH- Hearing Handicapped, OH-Orthopaedically Handicapped, EX-SM - Ex-Servicemen PWD- Persons With Disability.

- a. Candidates intending to apply for more than one post may do so by submitting separate online applications for each post. However the applicants are advised to submit only one single Online Recruitment Application for each of the post. In other words, the candidates should not submit duplicate online applications for the same post.
 - b. PWD (Category as given in para 1(c) of detailed advertisement in the online portal) and Ex-Servicemen can also apply against those posts that are not earmarked for them. However only age relaxation and fee exemption will be granted and they will be considered only against UR posts.
2. **AGE LIMIT:** As on closing date of application, the age limit for General candidates shall be from 18 to 27 years for all the above posts. Age Relaxation shall be applicable as per the existing government instructions.
3. **APPLICATION FEES:**
Candidates are required to pay a fee of Rs.50/- (Rupees Fifty only) as Application Fees per post through SBI Collect portal. SC/ST/Ex-Serviceman/Person with Disabilities/Women candidates are exempted from payment of fees.
4. **HOW TO APPLY:**
Candidates who wish to apply may visit the website- <http://www.hvfreruitment.co.in/>. Candidates are advised to read carefully all the provisions/stipulations/conditions/instructions contained in the detailed advertisement available in the website before proceeding to apply online.
5. **IMPORTANT DATES:**
- (a) **Date of opening of online application:** Last day of the week in which this advertisement appears in Employment News (for e.g. if the advertisement is published in Employment News during the week of **25-31 May 2016**, then **31/05/2016** would be date of opening of online application).
 - (b) **Date of closing of online application:** **21 days** from the date of opening of online application.
 - (c) **Last date for receipt of printout of online application form:** **10 days** from the date of closing of online applications. The printout of online applications received after **10 days** will be summarily rejected.