

GOVERNMENT OF INDIA MINISTRY OF DEFENCE
5 FIELD ORDNANCE DEPOT
LOCATION : BENG DUBI

RECRUITMENT NOTICE

1. Applications are invited from Indian nationals for the following posts. The scale of pay and specifications of the posts. The scale of pay and specifications of the posts are given below :-

S No.	Designation of Post	No of Vacancies				Total	Pay Scales
		UR	OBC	SC	Ex Man		
(a)	LDC	06	03	02	01*	11	PB-1 : 5200-20200 with Grade Pay 1,900
(b)	MTS (MSGR)	01	--	--	--	01	PB-1 : 5200-20200 with Grade Pay 1,800
(c)	MTS (Safaiwala)	01	--	--	--	01	PB-1 : 5200-20200 with Grade Pay 1,800
(d)	Tradesman Mate	02	01	01	--	04	PB-1 : 5200-20200 with Grade Pay 1,800

* The vac of Ex-Servicemen will be filled up first and adjusted against respective categories.

2. The last date for receipt of application is 21 days from the date of publication of the advertisement in the Employment News. In case of candidates belonging to Assam, Meghalaya, Arunachal Pradesh, Mizoram, Sikkim, Laddak Sub Division of Jammu and Kashmir State, Lahaul & Spiti District of Pangi Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Island & Lakshadweep shall be 28 days from the date of publication of this advertisement. However the crucial date for determining the age limit for all shall be the closing date for receipt of application i.e. 21 days from publication.

3. Detailed Eligibility Criteria and application form is available at www.indianarmy.nic.in.

4. Application NOT confirming to the format given in the website will NOT be accepted.

MINISTRY OF DEFENCE
NAME OF DEPOT/UNIT: 5 FIELD ORDNANCE DEPOT, C/O 99 APO
RECRUITMENT NOTICE NO.

ELIGIBILITY CRITERIA

Ser No.	Name of Post	Minimum Essential Qualification	Physical Endurance Test/Skill test (whichever applicable)
(a)	Lower Division Clerk (LDC)	10+2 or equivalent examination of recognised University/Board.	Speed of typing not less than 35 words per minute corresponding to 10500/900 Key depressions per hour on an average of 5 key depressions for each word.
(b)	MTS (Messenger)	Matriculation from recognised Board or equivalent.	(i) Proficiency in driving a pedal cycle. (ii) Ability to write and read with average Physically condition and aptitude for the job of messenger.
(c)	MTS (Safaiwala)	Matriculation from recognised Board or equivalent.	(i) Proficiency in housekeeping relevant to the organisation where he is getting recruited. (ii) Knowledge on hygiene and awareness of cleaning material.
(d)	Tradesman Mate	Matriculation from recognised Board or equivalent.	As decided by the recruitment board.

2. The above posts are subject to All India Service liability including field service and would be under probation period for two years from the date of appointment.

3. Age Limit and its Relaxation.

S. No.	Category	Age limit	Remarks
(a)	Unreserved (UR)	18 Yrs to 25 Yrs	
(b)	Other Backward Class (OBC)	18 Yrs to 28 Yrs	
(c)	Schedule Caste(SC)/Schedule Tribe (ST)	18 Yrs to 30 Yrs	
(d)	Ex-Serviceman (ESM)	"Service rendered in Army/Navy/Air Force /Army Postal service shall be deducted from actual age and resultant age should not exceed the maximum age prescribed for the post by more than three years in the respective categories."	

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4. Candidates will forward application properly sealed, in an envelope to the address mentioned against the post applied for through ordinary post/Registered post/Speed post.. Application in person will not be accepted. Candidates are requested to super scribe the words "APPLICATION FOR THE POST OF" on the top of envelope while sending the application form.

5. Last date for receipt of application is 21 days from the date of publication of the advertisement in the Employment News (excluding the date of publication).

6. The crucial date for **determining the age limit** shall be the **closing date for receipt of application**.

7. The following Documents/Certificates shall be attached alongwith application duly attested by a Gazetted Officer/Self attested :-

(a) Two Passport size photographs duly attested by Gazetted Officer/Self attested, one on right corner of application and one on Acknowledgement Card to be pasted.

(b) Attested copies of following certificates will be submitted with application:-

(i) Education qualification certificate.

(ii) Date of Birth Certificate.

(iii) Caste Certificate where applicable.

(iv) Discharge Certificate for Ex-serviceman where applicable.

(v) Character Certificate from Gazetted Officer (Date of issue be within six months).

(vi) Identity Proof:- (Aadhar Card/Voter ID Card/Ration Card/Domicile Certificate).

(c) Self addressed envelope affixing postal stamps of Rs. 25/-

Note – Central Government civilian employees must furnish "No Objection Certificate" from their employer/Office at the time of conduct of skill test else their candidature will be cancelled.

8. Incomplete / ineligible application will be deemed invalid and rejected without intimation to the candidates. Only the eligible candidates will be called for the recruitment tests.

9. To reduce the number of candidates for written examination for the post, screening of applications will be carried out based on the percentage of marks obtained in the examination mandated as essential QR. The candidates who fail to qualify in the physical test (wherever applicable) shall not be permitted to undergo written test. Skill test (wherever applicable), will be conducted after written test and will be qualifying in nature which will also be counted for final merit. Shortlisting of candidates for interview shall be carried out based on the performance in written exam and physical test/skill test. Application may be restricted to Min of 50 times the No of vacancies, based on a cut off applied on the min qualifications for the post. The No of candidates to be called for interview may be restricted to ten times the No of vacancies to be filled.

10. It is made clear that merely fulfilling the basic essential qualification requirements does not automatically entitle a person to be called for test/interviews. The selection will be made strictly on merit basis. The decision of appointing authority regarding selection/ rejection will be final. It is also made clear that the numbers of posts/vacancies are tentative and

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recruitment process can be cancelled/suspended/terminated by the Commandant 5 FOD at any stage, due to administrative reasons.

11. The question papers of written test (objective type) will be bilingual i.e. English & Hindi

Subject	No of Questions	Maximum Marks	Duration	Remarks
General Intelligence and Reasoning	50	25	02 Hours (20 Minutes extra for visually handicapped candidates)	The standard of questions will be of matriculation/Intermediate level as applicable.
Numerical Aptitude	50	25		
General English	50	50		
General Awareness	50	50		

12. Canvassing in any form shall disqualify the candidates. No enquiry or correspondence will be entertained.

13. No TA/DA is admissible. Duration of each test can be 02 to 05 days or more. Candidates will make their own arrangement for lodging/boarding during the test/interview.

14. **Own Risk.** Candidates will appear for Exams/Physical Test/Endurance Test at their own risk. Any injury/accident/death if sustained by the candidates during tests, 5 FOD and conducting authorities will not be held responsible nor will any compensation be paid.

15. **Warning.** All applicants are warned to be careful from the self styled agents and also requested to report to Commandant, 5 FOD against any malpractice seen/observed by them.

16. No of vacs may increase or decrease at the discretion of Competent authority/appointing auth.

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APPLICATION FOR RECRUITMENT

To
The Commandant
5 Field Ordnance Depot
PIN - 909 905
C/o 99 APO

Affix recent
Passport size
photograph
duly attested
by Gazetted
Officer

1. Post applied for :-
- LDC MTS (Messenger)
- Tradesman Mate MTS (Safaiwala)
2. Name of the Candidate :.....
(In Block letters)

3. Father's/Husband's Name.....

4. Date of Birth

D	D	M	M	Y		Y	

5. Correspondence Address :

House No/Street/Village _____

Post Office. _____

Dist _____

State _____

Pin Code _____

Tele/Mob No. _____

6. Permanent Address:

House No/Street/Village _____

Post Office. _____

Dist _____

State _____

Pin Code _____

Tele/Mob No. _____

7. Education Qualification

S No	Qualification	Name of School/ College	Name of Board/ University	Percentage obtained.
1.	Matriculation or equivalent			
2.	10+2 or equivalent			
3.	Graduation			

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8. Category for which applied (Please tick to choose)

(a)

UR	SC	OBC

(b) Whether belong to (Please tick to choose)

ESM	Others

9. If applied for the post of Ex-serviceman:

Date of enrolment (In Army/Navy/Air force)..... Date of retirement

Total service.....Yrs.....Month.....days (attach copy of discharge certificate)

(Attach photocopy of Education certificate duly attested by Gazetted Officer/Self attested)

10. Whether registered with any employment exchange Yes/No.....
(If yes, mention registration No. and name of Employment exchange)

11. **Additional information:-**

(a) Have you ever been involved in any criminal case

(b) Have you ever been arrested/prosecuted

(c) Have you ever been convicted by any Court

(d) Is any case pending against you in any Court

(e) Is any case pending against you in any Police Station

(f) Have you been debarred from appearing any examination by UPSC/Govt of India/State Govt/University/Board or other Educational institution

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DECLARATION

12. I hereby certify that above particulars mentioned in the application are correct and true to the best of my knowledge and belief. I understand that in the event of my information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirement of the advertisement, my candidature/ appointment is liable to be cancelled/terminated. I am willing to serve anywhere. I agree that department has the right to transfer me to any where in India.

Dated:
Place:

(Signature of the candidate)

FOR OFFICE RECORD ONLY

1. Application received on.....
2. Application accepted/rejected.....
3. Reason for rejection: Underage/Overage/Documents incomplete/Photo or document not attested/any other reason to be specified:.....
.....
4. Index No..... Date and Time of Test/Interview.....

ACKNOWLEDGEMENT CARD

1. Name.....
2. Father's Name.....
3. Correspondence address:
House No/Street/Village.....
Post Office.....
District..... State.....
Pin.....
Tele/Mob No.
4. Application accepted/rejected and date of test/Interview if accepted
.....
5. Reason for rejection.....
6. Date and Time of reporting for test..... Time..... hrs
7. Venue of Test

Affix recent
Passport size
photograph duly
attested by
Gazetted Officer.

day 10202/11/0133/1617