

NAVAL DOCKYARD, VISAKHAPATNAM
RECRUITMENT NOTIFICATION FOR THE POST OF
TRADESMAN MATE (ERSTWHILE MTS (INDUSTRIAL))

1. Naval Dockyard, Visakhapatnam invites applications from eligible Indian citizens for the post of **Tradesman Mate** (erstwhile MTS (Industrial)) in the Pay Scale/Pay Band PB-I Rs.5200-20200 with Grade Pay Rs.1800/-, on a good quality A4 size paper duly typed and filled in the prescribed format as given at **Annexure-I to III**. The details of vacancies are as under:-

S.No.	Name of the Post	No. of vacancies				
		UR	OBC	SC	ST	Total
(a)	Tradesman Mate (erstwhile MTS (Industrial)) (Group "C" Non-Gazetted, Non-Ministerial, Industrial)	100	53	29	14	196
		52	29	16	6	103*
TOTAL =		152	82	45	20	299

[UR- Un-reserved, SC – Scheduled Caste, ST- Scheduled Tribe, OBC-Other Backward Class]

Note: 1. Recruitment for 103 posts is subject to approval of Competent Authority. The number of vacancies are subject to variation due to administrative reasons. **The Admiral Superintendent, Naval Dockyard, Visakhapatnam has the right to cancel the advertisement/recruitment at any stage due to administrative reasons**

2. Horizontal reservation of 10% for Ex-Serviceman, 03% for Persons with Disability (PWD) and 05% for Sportsmen (i.e., who have represented a State/Country/University/State School Team in the National or international level or Sportsmen who have been awarded National Awards in Physical Efficiency under the National Physical Efficiency Drive) is applicable for the above posts. Accordingly, **30, 09** and **15** posts are reserved for Ex-Serviceman, PWD and Sportsmen respectively. **Horizontal reservation for Persons with Disability [Orthopedically Handicapped (OH) + Hearing Handicapped (HH) + Visually Handicapped (VH) (Blind)] is available (with 40% and above relevant disability) and candidates selected for appointment will be placed against the category to which they belong.**

2. **Age/Age Relaxation** (upper age limit):- The upper age limit for UR candidates will be 25 years as on the last date of receipt of applications. This is relaxable by 03 (three) years for OBC, 05 (five) years for SC/ST and 10 (ten) years for PHC candidates against reserved vacancies. The upper age limit is also relaxable for Government servants upto 35 years in accordance with instructions or orders issued by Central Government from time to time in this regard. The upper age limit is relaxable upto a maximum of 05 years (10 years in the case of those belonging to Schedule Castes and Scheduled Tribes) for Sportsmen. **For Ex-Serviceman, rules issued by Govt. from time to time are applicable. Note:** The age limit will be calculated as on the last date of receipt of applications.

3. **Educational Qualification:** 10th standard pass from a recognized Board/Institution.

4. **Selection Process:-**

(a) Mere possession of qualification(s) does not bestow the right for issue of call letter for participation in the recruitment process. Call letters will be issued only for shortlisted candidates in the ratio of 1:10 to the number of vacancies based on the marks obtained in the 10th standard. (If a ratio of 1:5 is not met in any reserved category, then such additional candidates in addition to those shortlisted based on the overall merit, will be issued call letter and will be considered only in the respective reserved categories).

(b) Shortlisted candidates will be required to appear for Physical Endurance Test (PET). PET is compulsory on the day of it's conduct and any temporary disability or any causes shall not be a reason to seek exemption or postponement for appearing in PET. The details of the PET are as under:-

S.No.	Description	Male	Female
(a)	Running	800 meters in 6 minutes	600 meters in 6 minutes
(b)	Carrying weight	40 Kg for 25 meters	20 Kg for 25 meters

(c) The above standards are applicable for all categories of candidates including PHC (HH and VH) and Ex-Serviceman. PHC (OH) may be exempted from PET. However, they are to be present at the venue at the schedule of the PET.

(d) **The responsibility/liability for any damage, during the course, in the form of injury or any causality rests with the candidates attended for PET and the administration is not responsible/liable in any case.**

(e) Candidates cleared PET are required to appear for the written examination consisting of 100 objective type questions prepared based on 10th standard syllabus comprising of General Science, Maths and General Knowledge. The question paper will be provided in English language only.

(f) Merit list will be prepared based on the marks obtained in the written exam.

(g) Candidates will be called for verification of original certificates and undergo Medical Examination as per the merit list till vacancies are filled up.

5. **IMPORTANT/GENERAL INSTRUCTIONS:**

(a) Only Indian Nationals can apply for the above posts.

(b) The eligibility in respect of age, educational qualifications, etc., will be determined as on the closing date of receipt of applications.

(c) Before applying for the post, the candidate should ensure that he/she fulfills the eligibility criteria and other norms mentioned in the advertisement. It may be noted that the job involves laborious duties.

(d) The applications duly completed in all aspects in English language only are to be forwarded to **'The Admiral Superintendent (for CAO), Naval Dockyard, Visakhapatnam-530014'**, only by registered/speed post as per the format prescribed (Annexure-I, II & III) duly affixing recent passport size photograph (attested by a Gazetted Officer) in the given space of application. Department is not responsible for any postal delay in receipt of application/loss.

(e) It is mandatory that the envelope containing the application should be clearly superscribed in BOLD letters the notation "**APPLICATION FOR THE POST OF TRADESMAN (MATE)**" and also the Category to which they applied for viz. **UR/OBC/SC/ST/EX-SER/PWD/Sportsmen**. Applications without these notations will be summarily rejected.

(f) **No original certificates** are to be forwarded alongwith the application form. However, each application should be accompanied by xerox copies of the following documents duly attested by a Gazetted officer:-

(i) SSC/10th mark list towards proof of date of birth and qualification with marks obtained.

(ii) Latest Caste Certificate (OBC/SC/ST) for reserved category candidates including Creamy Layer status in respect of OBC candidates.

(iii) Disability certificate (PHC) for persons with disabilities.

(iv) Discharge certificate in case of Ex-Serviceman.

(v) Certificate issued by the Competent Authority in respect of Sportsmen.

(vi) Candidates working in government departments are to forward their applications through proper channel only before the due date for receipt of applications.

(vii) Call letter for PET and written exam as per the format placed at Annexure-II & III duly affixing self photograph attested by Gazetted Officer.

(g) The physical endurance test and written test will be conducted at Visakhapatnam only.

(h) Un-employed SC/ST candidates are entitled for 2nd class rail/bus fare by the shortest route as per Govt. rules and the same will be reimbursed at the venue of examination on submission of original tickets alongwith unemployment certificate issued by a Gazetted Officer.

(i) **The filling up of vacancies is subject to outcome of Hon'ble CAT/Court cases, if any, pending in the Hon'ble courts.**

(j) Candidates are liable for All India Service Liability and to serve in any Naval Unit within Eastern Naval Command including Andaman & Nicobar Islands and the decision of the Competent Authority is final and binding.

(k) Furnishing of wrong/false information will be a disqualification. Candidature of any candidate is liable to be rejected at any stage of recruitment process or after recruitment or joining if, any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.

(l) No correspondence/enquiries whatsoever will be entertained and canvassing in any form will be considered as a disqualification.

(m) It is the responsibility of the candidates appeared the written test and PET to check the website of Naval Dockyard, Visakhapatnam, 'www.godiwadabhartee.com' from time to time for recruitment related information. No separate correspondence will be made.

(n) The tentative date of Physical Endurance Test and written examination would be during **Aug 2014**.

(o) Applications with the following deficiencies will be summarily rejected:-

(i) Applicants found overaged on the last day of receipt of applications as per advertisement.

(ii) Incomplete applications.

(iii) Overwriting/cuttings/corrections/incorrect information according to enclosures.

(iv) Photographs not affixed.

(v) Xerox copies of educational certificates (viz. educational certificates, caste certificate, PHC certificate, etc.) not found enclosed and attested.

6. **Last date:** Last date for receipt of applications is **within 30 days from the date of publication of this advertisement in the Employment News**. The last date for receipt of applications from candidates belonging to Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep is **seven days** thereafter. The first date of publication of this advertisement in the Employment News will be taken into account for calculation of 30/additional 07 days respectively.

14. Are you a Govt. Employee? Yes/No. (If Yes please furnish details)

Name & Address of the organisation	Central/State/ PSU	Name of the Post Held & Pay Scale	From	To	Nature of Duties

15. LIST OF ENCLOSURES

Sl No	TITLE OF DOCUMENT	DATE OF ISSUE OF CERTIFICATE					
1.	SSC OR EQUIVALENT						
2.	DATE OF BIRTH						
3.	SC/ST/OBC						
4.	Disability Certificate(for PWD)						
5.	Discharge Book (for Ex-Ser)						
6.	Sports Certificate (for Sportsmen)						
7.	Annexure-II & III						

DECLARATION BY THE CANDIDATE

a) I hereby declare that all the statements made in the application are true, complete and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect or incomplete or ineligibility being detected at any time before or after selection, my candidature is liable to be rejected. I shall be bound by the decision of the Competent Authority.

b) I have informed my head office/department in writing that I am applying for the post (wherever applicable).

Place :

Date :

Signature of the applicant

Note: TO BE FILLED IN ENGLISH LANGUAGE AND IN CAPITAL LETTERS ONLY.

NAVAL DOCKYARD, VISAKHAPATNAM- 530 014
CALL LETTER FOR PHYSICAL ENDURANCE TEST (PET)
FOR THE POST OF TRADESMAN MATE

REGISTERED NO. _____

DATE OF PET: _____

BATCH NO. _____

TIME OF PET: _____


1. Name & Address for correspondence :

State: _____ PIN: _____

Affix latest
passport size
photograph
duly attested by
a Gazetted
Officer

2. Father's Name : _____

3. Whether PWD : Yes/No (If yes, please specify: HH/VH/OH)

4. PET Venue : 

Place : Visakhapatnam

Date :

Signature of Officer
for Admiral Superintendent

Note: Photo is to be pasted and only Serial No.1 to 3 are to be filled by candidate. To be filled in English language and in CAPITAL letters only.

For office use only

Qualified in PET : Yes/No

Signature of Board Chairman/Member (PET)

NAVAL DOCKYARD, VISAKHAPATNAM- 530 014
CALL LETTER FOR WRITTEN EXAMINATION FOR
THE POST OF TRADESMAN MATE

REGISTERED NO. _____

DATE OF EXAM: _____

TIME OF EXAM : _____

1. Name & Address for correspondence :

State: _____ PIN: _____

Affix latest
passport size
photograph
duly attested by
a Gazetted
Officer

2. Father's Name : _____

3. Category : _____ (Please write UR/SC/ST/OBC)

4. Whether PWD : Yes/No (If yes, please specify: HH/VH/OH)

5. Whether Ex-Serviceman : Yes/No

6. Identification Marks as in 10th class marks list:

(i) _____

(ii) _____

7. Examination Centre :

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Place : Visakhapatnam

Date :

Signature of Officer
for Admiral Superintendent

Note: Photo is to be pasted and only Serial No.1 to 6 are to be filled by candidate. To be filled in English language and in CAPITAL letters only.

Davp 10702/11/0060/1415