

RECRUITMENT

MINISTRY OF DEFENCE

31 FIELD AMMUNITION DEPOT

1. Applications are invited from eligible Indian Citizens for the following posts in Pay Band ` (Pay Band + Grade pay) plus other allowances as admissible to Central Government Employees :-

Ser No	Name of post	Pay scale	Minimum Essential Qualification	Physical /Endurance test/skill test(Whichever applicable)	Category				Total Vac	Remarks
					UR	SC	ST	OBC		
1.	Fireman	` 5200/- 20,200/- + GP ` 1900/- + Allowance	Essential Matriculation.	(a) Must be physically fit and capable of performing strenuous duties and mandatory to pass the tests specified below :- Physical Measurement (qualifying) :- (i) Height without shoes – 165 cms (concession of 2.5 cms height shall be allowed for members of schedule Tribes) . (ii) Chest (Unexpanded) – 81.5 cms (iii) Chest (On expansion) – 85 cms (iv) Weight – 50Kgs (Minimum) Physical Endurance Test :- (i) Carrying a man/weight (Fireman lift) of 63.5 Kgs weight to a distance of 183 meter within 96 secs. (ii) Clearing 2.7 Mtr wide ditch landing on both feet (long jump) (iii) Climbing 3 meter vertical rope using hands and feet. (b) Written Test.	10	04	01	04	19	Out of Nineteen Vacs, Two vacs reserved for Ex-Serviceman (ESM), One vac for Meritorious Sportsmen (MSP) and One vac reserved for Physically Handicapped (PH) (sub category HH only).
2.	Tradesman Mate (Erstwhile Mazdoor)	` 5200/- 20,200/- + GP ` 1800/-+ Allowance	Matriculation pass or equivalent from a recognized Board. OR Industrial Training Institute pass Certificate from a recognized institute	(a) Mandatory to pass the test specified below :- Physical Endurance Test (i) 1.5 KM run in 6 Minutes. (ii) Carrying a weight 50 Kg to a distance of 200 Mtr in 100 Sec. (b) Written Test.	42	07	-	34	83	Out of Eighty Three vacs, Eight vac is reserved for Ex-serviceman (ESM), Four vacs for Meritorious Sports Pers (MSP) and Three vac for Physically Handicapped (PH) (sub category OH & HH only).

2. The above post is subject to All India Service liability including field service. SC/ST/OBC/PH candidates have a right to compete with Gen (UR) candidates against Gen(UR) vacancies. In such cases no concession or relaxation will be provided to the SC/ST/OBC/PH candidates.

3. **Age limit and its relaxation.**

S.No	Category	Age Limit			Remarks
(a)	UR	18 Yrs to 25 Yrs			-
(b)	OBC	18 Yrs to 28 Yrs			-
(c)	SC/ST	18 Yrs to 30 Yrs			-
(d)	Ex-serviceman	Total service rendered in armed force shall be deducted from actual age and resultant age should not exceed the maximum age limit by more than Three yrs.			-
(e)	PH (OH/HH)	UR	OBC	SC/ST	*PH (OH) person should be in possession of Medical certificate issued by CMO/Civil Surgeon of Govt hospital certifying the disability*. The disability certificate should be as per Performa in Annexure – I.
		18 to 35 yrs	18 to 38 yrs	18 to 40 yrs	
(f)	Meritorious Sports Persons (MSP)	UR	OBC	SC	Person who have represented a state in National/international competition, university tournaments conducted by inter-University Sports Board, state school team in National Sports/Games conducted by AISGF. Persons awarded National Awards in Physical Efficiency under National Physical Efficiency Drive.
		18 to 30	18 to 33	18 to 35	

Note-I : * Degree of disability for reservation PH: Only such persons would be eligible for reservation in service /posts who suffer from not less than 40 per cent of relevant disability. 100 % disability can not be appointed for the post of **FIREMAN.**

4. Candidates will fwd application properly sealed, in an envelope to the address mentioned against the post applied for, through Ordinary / Registered / Speed Post. Application in person will not be accepted. Candidates should prescribe the words “**APPLICATION FOR THE POST OF _____ (CATEGORY _____)**” on the top on envelope while sending the application form to **The Commandant, 31 FAD, PIN- 901320, C/O 99 APO.** The above sentence, If not superscribed on envelope, same will not be accepted. The envelope should clearly mention the senders name and complete address at the reverse.

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

6. The crucial date for determining the age limit shall be the closing date for receipt of application i.e, 21 days from publication in Employment News.

7. The photocopy of the following Documents/Certificates is to be attached along with application, duly **self attested** :-

- (a) Two Passport size photographs duly self attested, one on right corner of application and one on Acknowledgement Card/Call letter.
- (b) Attested copies of following certificates will also be submitted with application :-
 - (i) Education Qualification Certificate including Admit card & Marks sheet.
 - (ii) Date of Birth Certificate.
 - (iii) Caste Certificate (SC/ST) where applicable issued by appropriate auth.
 - (iv) The candidate seeking reservation as OBC to submit a certificate regarding his OBC status and non creamy layer status issued by appropriate auth. Declaration certificate (**Part-III for OBC candidate only**) should be attached with separate A-4 size paper only
 - (v) Physical Handicap Certificate for PH (OH/HH) category where applicable.

(vi) Discharge book for Ex-Serviceman or NOC from the competent authority for serving Defence Personnel who are completing the prescribed period of Army Services within a year from the last date for receiving application

(vii) Certificate pertaining to claim of Meritorious Sports Persons (MSP) issued by competent authority where applicable.

(c) Self addressed envelope affixing postal Stamp of ` 25/-.

Note-II: Central Government Civilian employees must furnish “ **No Objection Certificate**” from their employer /Office at the time of the test else their candidature will be cancelled.

8. Incomplete/ineligible applications will be deemed invalid and rejected without intimation to the candidate. Only the eligible candidates will be called for the Test.

9. It is made clear that merely fulfilling the basic essential qualification requirement does not automatically entitle a person to be called for tests. The selection will be made strictly on the merit basis. The decision of appointing authority regarding selection /rejection will be final. It is also made clear that the number of post/vacancy are tentative and recruitment process can be cancelled/suspended/terminated by the Appointing Authority at any stage due to administrative reasons.

10. To reduce the number of candidates for the test, screening of applications will be carried out based on the percentage of marks obtained in the examination mandated as essential QR.

11. **Conduct of Physical Endurance / Physical measurements tests** :-

(a) Conduct of Physical Tests will be completed prior to Written Test. In case any test is eliminatory in nature, the candidates will be clearly info prior to conduct of the test.

(b) Physical measurements like height, weight, chest where reqd for the post as stipulated will be taken prior to commencement of the other physical tests. In such case candidates will be informed prior to taking physical measurements that candidates who get rejected in physical measurements will not be allowed to participate in any of the remaining tests.

12. The question papers of written test (objective type) will be bilingual i.e., English & Hindi as under :-

Subject	No of question	Maximum Marks	Duration	Remarks
General intelligence reasoning.	25	25	2 Hour	The standard of question will be of matriculation/ intermediate as applicable.
Numerical aptitude	25	25		
General English	50	50		
General Awareness	50	50		

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

14. 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.

15. **Own Risk** :- Candidates will appear for physical test/endurance test at their own risk. Any injury/accident if sustained by the candidates during test, authorities will not be responsible to pay any compensation.

16. Any use of unfair means will be liable for rejection of candidature.

17. The selected candidates will be on probation for Two years. The appointment of the selected candidates will be made on the satisfactory report from concerned civil authority on verification of character and antecedent/education certificate with date of birth/cast certificate and medical fitness examination.

18. Any dispute in the Recruitment will be settled within jurisdiction of **KOLKATA** Court.

PART – I

To

The Commandant
31 FAD
PIN:901320
C/o 99 APO

Affix recent Passport
size photograph duly
self attested

APPLICATION FOR RECRUITMENT

Rect Notice No _____

1. Post applied for.....
2. Name of candidate (in block letter).....
3. Father's Name.....

4. Date of Birth :

DD	MM	YY

5. Correspondence Address :-
House No/Street/Village.....
Post Office.....
District.....State.....
Pin Code.....Phone/Mob No.....

6. Permanent Address :-
House No/Street/Village.....
Post Office.....
District.....State.....
Pin Code.....Phone/Mob No.....

7. Educational Qualification :-

S/No	Qualification	Name of School/College	Name of Board /University	% of marks Obtained

8. Category for which applied :

(a) Caste applied for

UR	SC	ST	OBC
----	----	----	-----

 (Please tick one)

(b) Are you a Physical Handicapped (PH) or Ex-Service man(ESM) or Meritorious sports Person(MSP)

PH	
ESM	
MSP	

 (Please tick one)

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

Date of enrollment (in Army/Navy/Air force) _____ Date of retirement _____
Total service _____ Yrs _____ Month _____ days (attach copy of discharge certificate)

10. If applied for the post in PH (OH) Category

Type of disability	% of disability
OH	
HH	

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

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 requirements 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 wherein India. I shall appear for physical test/endurance test at my OWN RISK and unit will not be responsible for any kind of injury/death if sustained during physical test".

Dated:

(Signature of Candidate)

Place:

FOR OFFICE RECORD ONLY

1. Application received on.....
2. Application accepted/rejected.....
3. Reason for rejection : Underage/overage/Documents incomplete/Photo or documents not attested/Any reasons to be specified
.....
4. Index No.....Date of test/interview.....

PART – II

ACKNOWLEDGEMENT CARD / CALL LETTER : 31 FAD

(To be filled up by the candidate)

POST _____ (Category _____)

1. Name.....
2. Fathers Name.....
3. Correspondence Address :-
House No/Street/Village.....
Post Office.....
District.....State.....
Pin Code.....Phone/Mob.....

**Affix recent
Passport size
photograph duly
self attested**

(To be filled up by the Office)

4. Application accepted/rejected and date of test/interview if accepted.....
5. Reason for rejection
6. Time of reporting for test.....
7. Venue of test : **31 FAD**

Note : I The candidate should bring the following on the date of test/interview :-

- (a) Acknowledgement Slip / Call letter in original for admission the test/interview
- (b) All Documents / Certificates in original.
- (c) Proof of Identity (Voter ID Card/Aadhar Card/PAN Card/Driving License/Passport)
- (d) Pen, Pencil, Eraser & Clip Board (Writing materials) for Written Exam.

Note-II Physical test will be carried out.

INDEX NO _____

Signature of controlling officer

PART-III

(ONLY FOR OBC CATEGORY CANDIDATES)

DECLARATION

I, _____ son/daughter of
Shri _____ resident of village/town /city _____
District _____ State _____ hereby declare that I belong to the
_____ community which is recognized as a backward class by the Govt of India for the
purpose of reservation in services as per order contained in Department of Personnel and Training
Office Memorandum No 36012/22/93-Estt(SCT) dated 08 Sep 1993. It is also declared that I do not
belong to persons/sections (Creamy Layer) mentioned in the column 3 of the Schedule to the above
referred Office Memorandum dated 08 Sep 1993.

Date _____

Signature of applicant

DISABILITY CERTIFICATE

Name & Address of the institute/Hospital _____

Certificate No _____

Date _____

Recent photograph
of the candidate
showing the
disability duly
attested by the
Chairperson of the
Medical Board

1. This is certified that Shri/Smt/Km _____ son/wife/daughter of Shri _____ age _____
Sex _____ identification mark(s) _____ is suffering from permanent disability of following category :

- (a) **Locomotor or cerebral palsy** :-
- (i) BL- Both legs affected but not arms
 - (ii) **BA-Both arms affected**
 - (aa) Impaired reach
 - (ab) Weakness of grip
 - (iii) BLA- Both legs and both arms affected.
 - (iv) **OL-One leg affected (right or left)**
 - (aa) Impaired reach
 - (ab) Weakness of grip
 - (ac) Alaxic
 - (v) **OA-One arm affected**
 - (aa) Impaired reach
 - (ab) Weakness of grip
 - (ac) Alaxic
 - (vi) BH-Stiff back and hips(Cannot sit or stoop)
 - (vii) MW-Muscular weakness and limited physical endurance.

(b) **Hearing impairment** :

- (i) D – Deaf
- (ii) PD-Partially Deaf

(Delete the category whichever is not applicable)

2. This condition is progressive/non-progressive/likely to improve/not likely to improve. Re assessment of this case is not recommended after a period of _____ yrs _____ months.*

3. Percentage of disability in his/her case is _____ percent.

4. Sri/Smt/Kumari _____ meets the following physical requirements for discharge of his/her duties :-

- | | |
|--|--------|
| (i) F-can perform work by manipulating with fingers. | Yes/No |
| (ii) PP –can perform work by pulling and pushing. | Yes/No |
| (iii) L-can perform work by lifting. | Yes/No |
| (iv) KC-can perform work by kneeling and crouching. | Yes/No |
| (v) B-can perform work by bending. | Yes/No |
| (vi) S-can perform work by sitting. | Yes/No |
| (vii) ST-can perform work by standing. | Yes/No |
| (viii) W-can perform work by walking. | Yes/No |
| (ix) SE-can perform work by seeing. | Yes/No |
| (x) H-can perform work by hearing/speaking. | Yes/No |
| (xi) RW-can perform work by reading and writing. | Yes/No |

(Dr _____)
Member
Medical Board

(Dr _____)
Member
Medical Board

(Dr _____)
Member
Medical Board

COUNTERSIGNED BY

Medical Superintendent/CMO/Head of Hospital (with Seal)

*Strike out which is not applicable

PART-III

(ONLY FOR OBC CATEGORY CANDIDATES)

DECLARATION

I, _____ son/daughter of
Shri _____ resident of village/town /city _____
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_____ community which is recognized as a backward class by the Govt of India for the
purpose of reservation in services as per order contained in Department of Personnel and Training
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Date _____

Signature of applicant

