

Direct Recruitment of Civilian Group 'C' HQ South Western Command

1. Applications from eligible Indian Citizen are invited for the posts as indicated below.

Application form as duly completed in all respects along with all requisite documents, duly self attested, should reach, **MEDICAL BRANCH, HQ SOUTH WESTERN COMMAND** within 45 days from the date of publication of this advertisement in the Employment News/other dailies.

Ser. No.	Name of the Post/Unit	No. of Posts	Category wise distribution						Pay Matrix	Age	Qualification
			UR	SC	ST	OBC	EWS	ESM Quota			
01	Chowkidar	09*	04	01	01	03	0	02	L-1	18-25 yrs	Essential: Matriculation pass or equivalent from recognized Board. Desirable: Conversant with the duties of the respective trades with one year's experience in the trade. *01 vac reserved for HH.
02	Cook	02	02	0	0	0	0	0	L-2/L-1	18-25 yrs	(i) Matriculation or equivalent and (ii) Must have knowledge of Indian Cooking and Proficiency in trade.
03	LDC	01	01	0	0	0	0	0	L-2	18-25 yrs	(i) 12th Class or equivalent qualification from recognized Board or University. (ii) English Typing @ 35 w.p.m on computer. Or Hindi Typing @ 30 w.p.m on computer (35 words per minute and 30 words per minute corresponding to 10500/9000 KDPH on an average of 5 key depressions for each word.
04	Safaiwali	03	0	02	0	01	0	0	L-1	18-25 yrs	Essential: Matriculation pass or equivalent from recognized Board. Desirable: Conversant with the duties of the respective trades with one year's experience in the trade.
05	Tradesman Mate	04	04	0	0	0	0	01	L-1	18-25 yrs	Essential: Matriculation pass or equivalent from recognized Board. Desirable: Conversant with the duties of the respective trades with one year's experience in the trade.
06	Ward Sahayika	16*	09	02	0	01	04	0	L-1	18-25 yrs	Essential: Matriculation pass or equivalent from recognized Board. Desirable: Experience as Dai in family wing of Civil Hospital or three years experience in trade of Dai in a Government Department.
7	Washerman	04	04	0	0	0	0	0	L-1	18-25 yrs	(i) Matriculation or equivalent and (ii) Must be able to the wash Military/Civilian clothes thoroughly well.
8	Health Inspector	12*	12	0	0	0	0	02	L-4	18-25 yrs	Essential: (i) Matriculation or equivalent qualification. (ii) Sanitary Inspector Course Certificate from a recognized Institute. Desirable: One year experience as a Sanitary Inspector in any Central or State Government office or private organization of repute. *01x vac reserved for VH.
9	Barber	01	01	0	0	0	0	0	L-1	18-25 yrs	Essential: Matriculation pass or equivalent from recognized Board with proficiency in barbers trade job. Desirable: One year experience in the trade .
Total		52	37	05	01	05	04	05			

Note: Abbreviation used : UR-Unreserved, SC- Scheduled Caste, ST- Scheduled Tribes, OBC- Other Backward Class, EWS- Economically Weaker Section, ESM- Ex-Serviceman, HH- Hearing Handicapped, ID- Intellectual Disability, VH- Visually Handicapped.

1. Place and date of examination : will be intimated later.

2. The candidates will be put through a selection process : Selection will be made as per existing Govt. rules & regulations. Selection will be made strictly on the basis of merit in the written exams and qualify in the skill/trade test if any.

3. Important instruction to the Candidates/Applicants:-

Sr. No.	Important Instruction
(a)	Last date for receiving of application will be 45 days from the date of publication of the advertisement.
(b)	Unit/Estt will not be responsible for any postal delay or failure.
(c)	Persons working in Central/State/PSU must apply through proper channel along with the certificate from their establishment that no disciplinary action is contemplated/pending against them and that they have no objection in releasing them in case of selection.
(d)	New entrants to Government service, entering on or after 01 Jan 2004 are governed by the New Defined Contribution Pension Scheme (Known as New Pension Scheme).
(e)	Number of posts is likely to change. No extra weightage will be given to additional/extra or higher qualification for recruitment.
(f)	It may also be made clear that merely fulfilling the basic selection criteria does not automatically entitle a person to be called for written or skill/trade test.
(g)	The posts carry the all India service liability i.e the individual can be posted anywhere in India.
(h)	All candidates must enclose self addressed envelope and fee in the form of Demand Draft of Rs. 100/- in favour of SWC Medical Branch Public Fund and two recent passport size photos in addition to affixing in the application. Fee will be exempted as per Government of India provision. The Postal Order should be issued on or after the date of publication of advertisement. The application fee is non- refundable. However, Sponsor candidates by the local Employment Exchanges, the ZSWO office, Army Welfare placement Org or any other Government of India Agency etc. have to pay the fee.
(j)	Copy of all educational certificates, caste certificate, Copy of PPO & discharge book in case of Ex-servicemen will be attached after self attestation. For the purpose of Indian Nationality any one of the following document must should also be enclosed with application. (i) Birth Certificate. (ii) Domestic Certificate. (iii) Nationality Certificate.

Sr. No.	Important Instruction
	(iv) Permanent Residence Certificate.
(k)	If the number of application received in response to the advertisement is large and it will not be convenient or possible to arrange examination for all the candidates. The Unit, reserves the right to restrict the number of candidates to reasonable limit on the basis of either percentage of marks obtained in the prescribed in advertisement or experience.
(l)	The candidates must clearly superscribe "Application for the post ofon the top of the envelope and category in Capital letter. The reserved category candidate should also write their category on the left hand corner of the envelope.
(m)	Every applicant must apply separate for each post.
(n)	Incomplete or unsigned application and without Left/Right thumb Impression or application not accompanied by self attested copies of certificate or application received at unit after the last date of receipt of application or without additional photographs duly self attested will be summarily rejected and No correspondence in this regard will be entertained.
(o)	The applicant can be filled by the candidates either in English/Hindi.
(p)	No boarding or lodging/expenses on travelling for any post will be provided. Candidates must make their own arrangement.
(q)	Application will be accepted only through Registered Post or Speed Post. The application should be addressed to Medical Branch, Headquarter South Western Command, Jaipur (Rajasthan) PIN-302012.
(r)	Usage of unfair means during the exam will be considered as misconduct and will lead to disqualification of the candidature. There may be negative marking in the written exams.

5. Rejection : The following acts/omission would render a candidate/application disqualified.

(a) Furnishing of false inaccurate or tampered information.

(b) Improper filling of application.

(c) Any other reason as observed by the Board of Officers.

(d) Obtaining supports for his/her candidature through unfair means.

(e) Late receipt of application.

6. The date for determining the age limit will be the last date for receipt of application from the candidate be **45 days from the date of publication and extra 07 days (i.e. 52 days from the date of publication)** for candidate in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Nagaland, Tripura, Sikkim, Ladak Sub - division of Jammu and Kashmir State, Lahaul and Spiti Distric of Pangi Sub-division of Himachal Pradesh Andaman and Nicobar Islands and Lakshadweep from the area of publication of the advertisement in Employment News.

7. Unit will not be responsible for any injury which may occur during the written/ physical/Trade test.

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8. Some unscrupulous elements may approach you with the assurance of procuring appointment for you through illegal gratification. You must not fall prey to such false assurance or exploitation and must not entertain or encourage such elements in any way. It is emphasized and reassured that selection will be done on merit in a transparent manner.

9. Examination Paper and their distribution :-

Paper	Subject	No. of Questions	Marks	Duration of Examination
Paper -I	General Intelligence & Reasoning (Objective Multiple Choice Type)	25	25	2 Hours
Paper -II	General Awareness (Objective Multiple Choice Type)	50	50	
Paper -III	General English (Objective Multiple Choice Type)	50	50	
Paper -IV	Numerical Aptitude (Objective Multiple Choice Type)	25	25	

The question papers of Written Test will be bilingual i.e. English & Hindi. However, the questions on the portion of English Language subject will be in English only. The question will be 12th standard for the post of (LDC) and of 10th standard for the post of (Chowkidar, Cook, Safaiwali, Tradesman Mate, Ward Sahayika, Washerman, Health Inspector). There may be negative marking for wrong answers.

10. Age Relaxation: OBC-03 years (On production on non creamy layer certificate) SC/ST-05 Years, PH-10 Years. The upper age limit relaxable for Govt servant and Ex-Servicemen candidates as per existing Govt. rules in the regard.

Station : Jaipur

**Presiding Officer
Annexure 'A'**

APPLICATION FORM

Application for the post of

Ref Emp Newspaper Advertisement No. Dated

To

The Concerned Units

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.....

- Full Name (in Block letters) (a) (In Hindi) :
(English)
- Father's/Husband's Name (In Block letters)
Mother's Name (in Block letters)
- Date of Birth (as per School Certificate)
- Age as on last date of receipt of application YearsMonths..... Days
- Category (tick the correct option) (**GEN/OBC/SC/ST/EWS/PH**)
(enclosed certificate)
- (a) Nationality (b) Religion
- Address in full with PIN Code and :
Mobile Number
- (a) Communication Address : Village/Mohalla/House No.
Post Office Tehsil
- Police Station District
- State Pin Code
- Mobile Number
- (b) Permanent Address : Village/Mohalla/House No.
Post Office Tehsil
- Police Station District
- State Pin Code
- Mobile NumberE-mail ID

8. Details of Academic/Technical & Professional Qualifications.

Name of Exam Passed	Year of Passing	Name of Recognised University/Board of Examination	% of marks obtained	Division	Remarks

9. Experience/if any (please attach certificate)

10. Whether Govt Servant, if yes, give details
of office address, post held, Pay Scale and
Date of entry in Govt. Service

DECLARATION

I undertake that the above information furnished is correct and true to the best of my knowledge. If at any stage it is found that informations furnished is wrong or important relevant information was hide then my candidature will be cancelled immediately without any notice. If I am holding any post then my service will be terminated immediately without notice.

मैं जिम्मेदारी लेता हूँ कि उपरोक्त दी गयी जानकारी, मेरी जानकारी के अनुसार पूर्ण सत्य है.

अगर किसी भी वक्त यह पाया गया कि उपरोक्त जानकारी गलत है या कोई महत्वपूर्ण जानकारी छुपाई गयी है तो मेरा/मेरी उम्मीदवारी तत्काल प्रभाव से रद्द कर दी जाएगी और अगर मैं पदस्थ हूँ तो मेरी सेवा तत्काल प्रभाव से, बिना किसी सूचना के निरस्त कर दी जाएगी.

I can be transfer anywhere in India and I am ready to serve at the posted place willingly and without any condition.

मेरा स्थानांतरण भारत में कहीं भी किया जा सकता है और मैं स्वेच्छा और बिना शर्त से स्थानांतरित जगह पर अपनी सेवा देने को तैयार हूँ.

I am aware and I have no objection that number of vacancies advertised for which I have applied can be abolished/decreased/increased without any notice before declaration of final result.

मुझे पता है और मुझे कोई आपत्ति नहीं है कि विज्ञापित पद, जिसके लिए मैंने आवेदन किया है कि रिक्ति संख्या कभी भी बिना पूर्व सूचना के परिणाम घोषित होने से पहले, रद्द/घटाई/बढ़ाई जा सकती है.

**Signature of the Candidate
Name**

Incl : 1. Three Self Attested Photographs

2. Postal Order/DD in favour of “.....”

Postal Order/DD No. & Date for Rs. 100/-

3. Attested copies of certificate: (.....) sheets

(Left Thumb Impression of Male Candidate

Right Thumb impression in case of Female Candidate)

Signature of the Candidate

Name

Details should be promptly/boldly given in the advertisement.