

Government of India, Ministry of Defence

BOMBAY ENGINEER GROUP AND CENTRE, KIRKEE, PUNE – 411003

Recruitment Notice 01/2022 : Defence Civilian Employees

1. Applications are invited from eligible Indian nationals for the following posts in prescribed format as per **Annexure 'A'** (in A4 size paper):-

Sr No	Name of the Post	Vertical Reservation					Total Nos. of vacancies #	Horizontal Reservation		Scale of Pay (As per 7 th CPC)	Age Limit	Essential/Desirable Educational Qualification
		UR	OBC	SC	ST	EWS		PwD	ESM			
1.	Storekeeper Gd-III	03	--	--	--	--	03	01	--	Level 2 (Basic Pay Rs. 19900/- + allowances)	18-25 Years	Essential: Higher Secondary (12 th Class) pass or its equivalent from a recognized Board or University. Desirable: (a) Minimum one year experience in similar work (b) Knowledge of Computer in MS Word (c) Certificate course in Storekeeper/Store Management.
2.	Civilian Trade Instructor {Trades :- Regimental Surveyor Technical, Electrician, Fitter, Engine Artificer, Welder, Artisan (Construction), Artisan (Metallurgy), Artisan (Wood Work), Painter & Decorator, PCR & DSV}	11	05	03	01	02	22	01	02	Level 2 (Basic Pay Rs. 19900/- + allowances)	18-25 Years	Essential: (a) Matriculation pass or equivalent from recognized Board with Industrial Training Institute OR National Certificate of Trade & Vocational Training in the concerned trade. (b) Should have adequate skill and knowledge of imparting training to recruits.
3.	Cook	06	02	01	--	--	09	01	--	Level 2 (Basic Pay Rs. 19900/- + allowances)	18-25 Years	Essential: (a) Matriculation pass or equivalent from recognized Board. (b) Must have knowledge of Indian Cooking and proficiency in trade.
4.	Lascar	05	01	--	--	--	06	01	--	Level 1 (Basic Pay Rs. 18000/- + allowances)	18-25 Years	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.
5.	MTS (Messenger)	05	02	01	--	--	08	01	--	Level 1 (Basic Pay Rs. 18000/- + allowances)	18-25 Years	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.
6.	MTS (Watchman)	05	01	01	--	--	07	01	--	Level 1 (Basic Pay Rs. 18000/- + allowances)	18-25 Years	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.
7.	MTS (Gardener)	04	01	--	--	--	05	01	--	Level 1 (Basic Pay Rs. 18000/- + allowances)	18-25 Years	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.
8.	MTS (Safaiwala)	02	--	--	--	--	02	01	--	Level 1 (Basic Pay Rs. 18000/- + allowances)	18-25 Years	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.
9.	MTS (Washerman)	02	--	--	--	--	02	01	--	Level 1 (Basic Pay Rs. 18000/- + allowances)	18-25 Years	Essential: (a) Matriculation pass or equivalent from recognized Board. (b) Must be able to wash Military/Civilian cloths thoroughly well.
10.	Barber	01	--	--	--	--	01	01	--	Level 1 (Basic Pay Rs. 18000/- + allowances)	18-25 Years	Essential: Matriculation pass or equivalent from recognized Board. Desirable: One year experience in the trade.
Total		44	12	06	01	02	65	10	02			

Number of vacancies may change.

Note: Suitable Categories of PWD: (a) Storekeeper Gd-III : LV, D, HH, OA, OL, OAL, CP, LC, Dw, AAV, SLD, MI (b) Civilian Trade Instructor : Regimental Surveyor Technical- D, HH, OA, OL, LC, Dw, AAV, SLD, MI Electrician- D, HH, OA, OL, LC, Dw, AAV, ASD(M), MI Fitter- B, LV, D, HH, OL, BL, LC, Dw, AAV, ASD(M), SLD, MI Welder- D, HH, OL, Dw, AAV, ASD(M), SLD, MI Artisan- B, LV, D, HH, OL, CP, LC, Dw, AAV, ASD(M), SLD, MI Painter & Decorator- D, HH, OA, OL, Dw, AAV, ASD(M), SLD, MI PCR- LV, D, HH, OL, BL, CP, LC, Dw, AAV, ASD (M, MoD), ID, SLD, MI (c) Cook : LV, D, HH, OL, Dw, AAV, ASD (M, MoD), SLD, MI (d) Lascar : B, LV, D, HH, OA, OL, OAL, CP, LC, Dw, AAV, ASD (M, MoD), ID, SLD, MI (e) MTS-Messenger : B, LV, D, HH, OA, OL, CP, LC, Dw, AAV, ASD (M), ID, SLD, MI (f) MTS-Watchman : LV, D, HH, OA, OL, BL, CP, LC, Dw, AAV, ASD (M), SLD, MI (g) MTS-Gardener : B, LV, D, HH, OA, BA, OL, OAL, CP, LC, Dw, AAV, ASD (M), ID, SLD, MI (h) MTS-Washerman : B, LV, D, HH, OA, OL, OAL, LC, Dw, AAV, ASD (M, MoD), ID, SLD, MI (i) MTS-Safaiwala : B, LV, D, HH, OL, CP, LC, Dw, AAV, ASD (M, MoD), ID, SLD, MI (k) Barber : D, HH, OA, OL, Dw, AAV, SLD, MI.

Abbreviations Used: UR-Unreserved, OBC-Other Backward Classes, SC-Scheduled Caste, ST-Scheduled Tribes, EWS-Economically Weaker Sections, ESM-Ex-Serviceman, MTS-Multi Tasking Staff, PWD-Persons With Disability, B=Blind, LV=Low Vision, D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL=One Arm and One Leg, BLOA=Both Leg & One Arm, BLA=Both Legs Arms, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, MDy= Muscular Dystrophy, ASD= Autism Spectrum Disorder (M= Mild, MoD= Moderate), ID= Intellectual Disability, SLD= Specific Learning Disability, MI= Mental Illness.

2. Documents required to accompany the Applications:-

(Self-attested photocopies of only the following documents/certificates should accompany the application form)

- Matriculation/10th Pass Certificate (For all posts) (Date of Birth valid only from Matriculation/10th Pass Certificate).
- 12th/10+2 Pass Certificate (For the post of Lower Division Clerk and Civilian Store Keeper-III only).
- ITI/NCTVT Certificate (For the post of Civilian Trade Instructor only).
- Passing Certificate of Diploma/Graduation/Post Graduation/Professional Course/Any other Higher Education etc (if available) (For all posts).
- Aadhaar Card and PAN Card (For all Post).
- Experience Certificate (if available) (For all posts).
- Caste Certificate (For SC/ST/OBC candidates only).
- Latest/Valid 'Non Creamy Layer Certificate' issued only by Central Government format (For OBC candidates only).
- Latest/Valid 'Economically Weaker Sections Certificate' only in prescribed format issued by Government of India (For EWS candidates only).
- Disability Certificate showing disability 40% and above issued by CMO/Civil Surgeon of Government Hospital (For PWD candidates only).
- Discharge Certificate (For Ex-Serviceman only).
- NOC from present employer (if the applicant is already a Central Government/State Government/PSU Servant).
- Death certificate of husband or divorced certificate issued by competent authority and self-declaration of not re-married (For applicable Woman candidates Only).
- Two self-addressed envelopes affixed with Rs 22/- postal stamp on each.
- Admit Card (should be filled by Candidate) in prescribed format as per **Annexure 'B'** in A4 size paper.

APPLICATION FORM

To,
The Commandant
Bombay Engineer Group and Centre
Kirkee, Pune – 411003

Affix recent
self-attested
passport size
photograph

1. Post applied for:

Trade: (if applied for Civilian Trade Instructor)

2. Category (SC/ST/OBC/UR/EWS) (ESM/PWD):

3. Name of the Candidate (As per matriculation certificate) :

4. Father's/Husband's Name:

5. Correspondence address:

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..... Pin.....

6. Permanent address:

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..... Pin.....

7. Mobile Number: 8. E-Mail ID:

9. Date of Birth (dd/mm/yy)...../...../..... 10. Marital Status:

11. Gender (Male/Female/Other): 12. Nationality:

13. Aadhaar Number: 14 PAN:

15. Whether Ex-S'Man (YES/NO) (if Yes fill in the details given below):

Service (Army/Navy/Air Force)	Date of Enrollment	Date of Discharge	PPO No. and Date	Total Service

Note: An indl in his last spell of service can apply with NOC from HoD of present unit and in other cases copy of discharge certificate to be att).

16. Whether PWD (YES/NO)(if Yes fill in the details given below):

Type of Disability (OA/OL/OAL/BL/B/LV/HH/MW etc)	Percentage % of Disability

Note: Disability Certificate issued by CMO or equivalent should be att in support).

...2/-

17. Educational Qualifications:

Sr No	Qualification	Passing Year	Name of Board/ University	Percentage obtained
1.	10 th /Matric/SSC			
2.	12 th /10+2/HSC			
3.	ITI/NCTVT			
4.				
5.				

Note: Copy of Educational Certificates to be att.

18. Experience (YES/NO): (if Yes fill in the details given below):

Name of Organisation/Office	Post Held	Date of Appointment	Date of Discharge	Remarks

Note: Experience Certificate from Head of the Organisation/Office should be att with application.

Declaration by the candidate

I hereby declare that all the particulars given by me are true, complete and correct to the best of my knowledge and belief. I understand that in case, any of my statements is found false during any stage of recruitment or thereafter, shall disqualify me for the post applied for and other action under the extant rules. I have also read and understood the terms and conditions as stipulated in the advertisement.

Date :

Place :

(Signature of the candidate)

(FOR OFFICE USE ONLY)

1. Application accepted/rejected

2. Reason for rejection:

- Underage.
- Overage.
- Documents/Certificates incomplete.
- Application Form & Admit Card incomplete.
- Application Form & Admit Card not as per format.
- Photos or documents not attested/self-attested.
- Two Self address envelope affix with postal stamp Rs 22/- not enclosed.
- Any other reasons to be specified:

ADMIT CARD

(To be filled by candidate in CAPITAL LETTERS only)

For the post of :

Category:

Affix recent
self-attested
passport
size
photograph

1. Name of the candidate (As per matriculation certificate):

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2. Father's/Husband's Name:

3. Date of Birth (dd/mm/yy):/...../.....

4. Gender (Male/Female/Other):

5. Aadhar Number:

6. Identification Mark:

7. Correspondence address:

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.....Pin.....

(FOR OFFICE USE ONLY)

1. Roll No:

2. Date and Time of Written Examination:

3. Place of Written Examination:

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(Signature of issuing Officer with Stamp)