

## Cantonment Board, Ambala Cantt

### EMPLOYMENT NOTICE

Applications are invited upto 15.09.2017 on prescribed proforma for the following post from the eligible candidates, having the requisite qualification in the envelop super-scribed as: Application for the Post of \_\_\_\_\_, addressed to the Chief Executive Officer, 229, Race Course Road, Cantonment Board, Ambala Cantt. (Haryana). The application forms from the candidates residing in remote area of Indian Territory can apply up to 30.09.2017.

Sr.	Post	Posts	Pay Scale Rs.	Essential Qualification	Nature of Post
1.	Safaiwala	12	4440-7440+ G.P 1300	Literate, Physically fit	Permanent with 6 months probation
2.	Mali	02 (1 Gen & 1 OBC)	4440-7440+ G.P 1300	Literate, Physically fit	Permanent with 6 months probation

\* 06 posts are General category.

\* 04 posts is reserved for Other Backward Classes.

\* 02 posts is reserved for Scheduled Castes.

#### Instructions :-

- The Application Form be completed carefully, must be filled in block letters, incomplete applications will be rejected. The applicants shall have to submit two latest photographs alongwith application forms.
- The fee of Rs. 100 (No fee for Scheduled Castes/Ex-Serviceman candidates). The fee be paid in the form of a Demand Draft of a Nationalised/Scheduled Bank drawn in favour of "Chief Executive Officer, Cantonment Board, Ambala Cantt" and should be sent alongwith the application. The fee is non-refundable/non-adjustable. The name of candidate with address should be mentioned at the back of demand draft with blue/black ink in block letters.
- Age limit 18 to 25 years as on 15.09.2017. Upper age relaxation for Scheduled Castes 05 years. Other Backward Castes-03 years and for ex-serviceman who has put in not less than 6 months continuous service under the Armed Forces of the Union, shall be allowed to deduct the period of such service from his actual age and, if the resultant age does not exceed 25 years by more than 3 years, shall be deemed to satisfy the conditions regarding age limit.
- First of all physical test of the candidates will be conducted and on qualifying for the same, field test/written test will be conducted.
- The appointing authority reserves the right for acceptance/rejection an application, eligibility/suitability of the candidate and to decide mode of and criteria for selection, increase/decrease in the number of posts, cancelling the physical test and field test/written test/ without any notice/assigning any reason etc. and the same will be final and binding on the candidates.
- No application will be entertained after the close of the last date i.e. 15.09.2017 at 1700 hrs. Except those residing in remote areas of Indian Territory, for them close of the last date is 30.09.2017 at 1700 hrs.
- No photocopies of any documents be attached with the application form. The original documents of the candidates, who qualify the field test/written test, will be checked.
- Recommendation of any kind will be a disqualification for the post.
- The list of eligible candidates shall be uploaded on the Cantonment Board Ambala website : [cbambala.org](http://cbambala.org) and shall also be displayed on the Notice Board of Cantt. Board, Ambala after shortlisting the application forms.
- The date and time of physical test will be published in the leading newspaper i.e. Dainik Bhaskar, Punjab Kesari, The Tribune and Hindustan Times and shall also be uploaded on the Cantonment Board Ambala website [cbambala.org](http://cbambala.org). Only short listed candidate will be allowed for physical test. Thereafter, the field test and written test of the candidates qualified in the physical test will be conducted.
- Candidates failing to appear for physical test/field test/written test shall stand disqualified and shall not be given any opportunity under any circumstances.
- No TA/DA is admissible.
- HELPLINE/GUIDANCE OF CANDIDATES:**  
In case of any help/guidance/information/clarification regarding their applications,

candidature etc. candidates can contact Samachan Kendra of Cantonment Board Ambala in person or over Telephone No. 0171-2634795 during office hours (09.00 am - 05.00 pm) on working days.

14. Selection will be made on the basis of exam conducted by Cantonment Board Ambala as follow:

Physical Test	400 Mtr race	75 Marks
Written Test	Literacy Test	10 Marks
Field Test	Practical knowledge/working	15 marks

15. MOBILE PHONES OR OTHER DEVICE BANNED:

- Mobile phones, pagers or any other communication devices will not be allowed inside the premises where the physical test and field test/written test will be conducted. Any infringement of these instructions shall entail disciplinary action including ban from future examinations.
  - Candidates are advised in their own interest not to bring any of the banned items including mobile phones/pagers to the venue of the physical test and field test/written test, as arrangement for safe-keeping cannot be assured.
16. Candidates are advised not to bring any valuable/costly items where the physical test and field test/written test will be conducted, as safe-keeping of the same can not be assured. Cantonment Board Ambala will not be responsible for any loss in this regard.

17. SYLLABUS FOR WRITTEN TEST:

Literacy test. Knowledge about:-  
• Numbers • Reading • Writing

Chief Executive Officer,  
Cantt Board, Ambala Cantt

#### APPLICATION FOR THE POST OF.....

To, The Chief Executive Officer, Cantonment Board, Ambala Cantt. (Haryana)-133001	Latest Photo Passport Size										
1. Name (in full) ..... 2. Father's/Husband's Name ..... 3. Date of Birth ..... 4. Age as on 15.09.2017	<table border="1" style="display: inline-table;"> <tr> <td>Year</td> <td>Month</td> <td>Days</td> </tr> <tr> <td style="width: 30px; height: 20px;"></td> <td style="width: 30px; height: 20px;"></td> <td style="width: 30px; height: 20px;"></td> </tr> </table>	Year	Month	Days							
Year	Month	Days									
5. Sex ..... Male/Female..... 6. Category. (GEN/SC/ST/OBC/Ex-Serviceman)..... 7. Details of Fee Rs. .... Bank Draft No. .... Date..... Bank Name.....											
8. Educational Qualifications (if any)											
<table border="1" style="width: 100%;"> <thead> <tr> <th>Qualifications</th> <th>Subjects</th> <th>% of marks</th> <th>Division</th> <th>Board/University</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Qualifications	Subjects	% of marks	Division	Board/University						
Qualifications	Subjects	% of marks	Division	Board/University							
9. Any other skill/qualification ..... 10. Nationality ..... 11. Permanent/Correspondence Address ..... 12. Telephone/Mobile No. .... (To be filled compulsory)											

#### DECLARATION

I.....hereby declare that the above statement is true, correct and complete in all respects to the best of my knowledge and belief and nothing has been concealed and in the event of any information being found false/fabricated or any deficiency in the eligibility of the post being detected at a later stage, my candidature is liable to be summarily rejected.

Date.....Signature of the Applicant  
 20/24/Defence/Recruitment/Other/18-25/Permanent/Other than Delhi

Continued from page 26

- (n) The application can be filled by the candidates either in English or Hindi.
- (o) The OBC candidates applying for the above posts should also have to give an Undertaking in the format given below as **Appendix-II**.
- (p) Soldiers of Army/Navy/Air Force, who are in service and applying for above posts must enclose "NOC" issued by their Record Office duly sanctioned by Officer-in-Charge Records.
- (q) The SC/ST and OBC candidates who apply against unreserved post will not be given age and other concessions meant for SC/ST and OBC.
- (r) Interview for the above mentioned posts will not be conducted; Skill/Physical/Practical/Typing Test will be conducted later for those candidates who qualify in the Written Examination. The final selection will be made solely based on marks obtained by the candidate in the Written Examination only subject to qualifying in the Skill/ Physical/Practical/Typing Tests, as may be the case. If the candidates applying for LDC do not indicate medium of typing test at the relevant place in the Application Form, the College will consider English as the medium of typing test for such candidates and the candidates will not be allowed to change the medium at a subsequent stage.
- (s) All India Service Liability will be applicable for candidates who are applying for above posts.
- (t) Merely fulfilling the basic selection criteria does not automatically entitle a person to be called for the test.
- (u) Centre of written examination will be Army War College, Mhow (MP).
- (v) **Proof of age:-** The date of Birth as recorded in the Matriculation/Secondary School Examination Certificate will be accepted by the Army War College for determining of age and no subsequent request for change will be considered on granted.
- (w) **Document to be attached with the application:-** Applicants must submit self-attested legible copies of their all Certificates/Documents, alongwith their Applications and proof in support of their information given in their Application Forms about their Educational Qualification and Experience like Percentage of Marks obtained (Marks Obtained/Max marks x 100) or for CGPA (CGPA x 9.5%) or for grading A= 90-100% (minimum % will be counted), proof of caste [SC/ST/ OBC/ PH (PWD)/ ESM] from the competent Authorities, otherwise their candidature is liable to be rejected summarily or at any stage of the recruitment process.
- (x) **Abbreviations used:-** UR- Unreserved, SC- Scheduled Caste, ST- Scheduled Tribe, OBC- Other Backward Classes, ESM- Ex-serviceman, PH- Physically Handicapped, PWD- Person with Disability, NOC- No Objection Certificate and MTS- Multi Tasking Staff.

**Caution to all Applicants**

Some unscrupulous elements may approach you with the assurance of procuring appointment for you in the Army War College, Mhow 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 the selection test and exercise will be done on merit only in a transparent manner.

Commandant, Army War College

**PROFORMA OF APPLICATION**

Application for the post of .....  
(If applying for Lower Division Clerk indicate medium of Typing Test (English/Hindi).....  
Ref. Newspaper..... Advertisement No. .... Dated .....

To

The Commandant  
Army War College, Mhow (M.P.)

Recent  
passport size  
photo duly  
self-attested

1. Full Name (in Block Letters): .....  
(As written in SSC Certificate)
2. Father's/Husband's Name (in Block Letters):.....
3. Date of Birth (as per the School Certificate):.....
4. Age as on last date of receipt of application: ..... Years..... Months..... Days
5. Write category to which you belong (UR/SC/ST/OBC).....  
(enclose certificate on prescribed format)
6. Whether ex-servicemen, if yes give details i.e. length of service alongwith attested copy of service discharge certificate.....
7. Whether Physically Handicapped (also indicate the type of disability).....
8. Nationality:.....
9. Religion:.....
10. Address and Pin Code in full for communication with nearest Railway Station.....
11. Details of Academic/Technical & Professional Qualifications:

Name of the Exam Passed	Year of Passing	Name of Recognized University/Board of Examination	% of marks obtained	Division	Remarks
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(Attested copies of certificate in support of above are to be enclosed)

12. Experience/ff any (please attach certificate):
13. Whether Govt. Servant if yes, give details of post held, Pay Scale and date of entry in Govt. Service.....

**DECLARATION**

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false/incorrect or ineligibility being detected before or after the written test/skill test my candidature will stand automatically cancelled.

Full signature of the candidate

Name:

**Enclosures:-**

- (i) Two Self-Attested Photographs (Name & Father's name on the back side of photo).
- (ii) One self-addressed registered envelope duly affixed with appropriate postal stamps.
- (iii) Postal Order/DD No. ....& Date ..... for Rs.50/-.
- (iv) Self-Attested copies of certificates ( ) sheets.

Left Thumb Impression of Male candidate and  
(Right thumb impression in case of Female candidate)

Appendix-I

**FORM OF UNDERTAKING TO BE GIVEN BY CANDIDATES APPLYING FOR CIVIL POSTS UNDER EX-SERVICEMEN CATEGORY**

I understand that, if selected on the basis of the recruitment/examination to which this application relates, my appointment will be subject to my producing documentary