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Recruitment of Watchman in FCI, Chhattisgarh Region

Advt. No.: Estt.IV/DR-Watchman/01/2017

The Food Corporation of India (FCI), one of the largest Public Sector Undertakings, dealing with food grain supply-chain management invites application for recruitment of Category -IV personnel under direct recruitment as **Watchman** for positioning in its depots or offices in the state of Chhattisgarh. **ONLY ONLINE APPLICATIONS** are invited from eligible candidates, who fulfill the criteria of prescribed qualifications, age, experience etc. for the post indicated below:-

A. PROJECTED VACANCIES FOR CHHATTISGARH REGION:

| Name of the Post | Post Code | Scale of Pay (IDA Pattern) (Pre-revised) S-1 | Age group in years as on (01/08/2017) | SC | ST | OBC | UR | Total | PWD/PH | Ex-Service man |
|-------------------------------|-----------|--|---------------------------------------|----|----|-----|----|-------|--------|----------------|
| Watchman (Under Cat. IV post) | 01 | Rs 8100-18070 | 18-25* Years | 13 | 35 | 03 | 53 | 104 | 1 (HH) | 27 |
| TOTAL | | | | 13 | 35 | 03 | 53 | 104 | 1 | 27 |

*Relaxation in age for eligible category- as per rules.

PLEASE NOTE: The total number of vacancies may vary as per administrative exigencies and at the discretion of FCI management. The candidate will have no right of claim for post if the number of vacancies decreases.

Period for Online registration from: **14.08.2017**

Date of Written Test will be: **24.09.2017**

UR – Unreserved; SC – Scheduled Caste; ST – Scheduled Tribe; OBC – Other Backward Classes; PWD/ PH – Persons With Disabilities/ Physically Handicapped, HH- hearing impaired (with suitable aids and appliances).

Horizontal Reservation has been given to PWD / PH/ex-serviceman category. (Ex-serviceman who have already secured employment in civil side under Central Government in Group 'C' & 'D' posts on regular basis after availing of the benefits of reservation given to Ex-servicemen for their re-employment are NOT eligible for fee concession or for claiming benefits of reservation under Ex-servicemen category. However, they are eligible for age relaxation only).

The persons with the Degree of Disability of 40% and above are eligible for applying for the posts earmarked for PWD/PH Category.

B. EDUCATIONAL QUALIFICATION AS ON 01/08/2017

| POST CODE | NAME OF POST | QUALIFICATION |
|-----------|--------------|--------------------------------------|
| 01 | Watchmen | Middle Standard Pass (VIII STANDARD) |

Candidates who are appearing at the qualifying exam or their proof of passing /result is not declared by 01.08.2017 are **NOT ELIGIBLE** for applying the post.

1. AGE CRITERIA (RESERVATIONS AND RELAXATION):

- The prescribed qualification and the age limit shall be reckoned as on **01.08.2017** (18 to 25 years for general candidates)
- Age Relaxation: Relaxation in age will be as per Government of India rules. Relaxation in upper age limit is admissible only when the applicant claims the same in the online application form & also properly fill the CATEGORY CODE. Relaxation in upper age limit is admissible to eligible categories of applicants as under:

| Code No. | Category | Age Relaxation permissible beyond the Upper age limit. |
|----------|---|--|
| 01 | SC/ST | 5 years |
| 02 | OBC | 3 years (The aforesaid reservation and relaxation is not applicable to OBC candidates falling under the Creamy layer). |
| 03 | PH | 10 years |
| 04 | PH + OBC | 13 years (The aforesaid reservation and relaxation is not applicable to OBC candidates falling under the Creamy layer). |
| 05 | PH + SC/ST | 15 years |
| 06 | Ex-Servicemen and Commissioned Officers including ECOs/SSCOs – for Group A & B posts | <p>(a) Five years subject to the condition that on 01/08/2017 the continuous service rendered in the Armed Forces by an Ex-Serviceman is not less than six months after attestation. This relaxation is also available to ECOs/SSCOs who have completed their initial period of assignment of five years of Military Service and whose assignment has been extended beyond five years as on 01/08/2017 and in whose case the Ministry of Defense issues certificates that they will be released within 3 months on selection from the date of receipt of offer of appointment. Candidates claiming age relaxation under this para would be required to produce a certificate in the prescribed proforma to the Commission.</p> <p>NOTE: Ex Servicemen who have already secured regular employment under the Central Govt. in a Civil Post are permitted the benefit of age relaxation as admissible for Ex-Servicemen for securing another employment in any higher post or service under the Central Govt. However, such candidates will not be eligible for the benefit of reservation, if any for Ex-Servicemen in Central Govt. jobs.</p> <p>b) In order to qualify for the concession under (a) above, candidates concerned would be required to produce a certificate that they have been released from the Defence Forces. The certificate for Ex-Servicemen and Commissioned Officers including ECOs/SSCOs should be signed by the appropriate authorities specified below and should also specify the period of service in the Defence Forces:-</p> <p>(i) In case of Commissioned Officers including ECOs/SSCOs: Army: Directorate of Personnel Services, Army Headquarters, New Delhi. Navy: Directorate of Personnel Services Naval Headquarters, New Delhi. Air Force: Directorate of Personnel Services, Air Headquarters, New Delhi.</p> <p>(ii) In case of JCOs/ORs and equivalent of the Navy and Air Forces: Army: By various Regimental Record Offices. Navy: Naval Records, Bombay Air Force: Air Force Records, New Delhi.</p> |
| 07 | Domiciled in Kashmir Division In state of J&K | Age is additionally relaxed by 5 years for those who had ordinarily been domiciled in the Kashmir division in the state of Jammu & Kashmir during the period 01-01-1890 to 31-12-1989. Any applicant intending to avail the relaxation under this category shall have to submit a certificate from the District Magistrate in Kashmir Division within whose jurisdiction she/he had ordinarily resided. |

NOTE-I: Ex-servicemen who have already secured employment in civil side under Central Government on regular basis after availing of the benefits of reservation given to ex-servicemen for their re-employment are NOT eligible for fee concession or for claiming benefits of reservation under ex-servicemen category. However, they are eligible for age relaxation as per rules.

NOTE-II: The period of "Call up Service" of an Ex-Serviceman in the Armed Forces shall also be treated as service rendered in the Armed Forces for purpose of age relaxation, as per rules.

NOTE-III: For any serviceman of the three Armed Forces of the Union to be treated as Ex-Serviceman for the purpose of securing the benefits of reservation, he must have already acquired, at the relevant time of submitting his application for the Post / Service, the status of ex-serviceman and /or is in a position to establish his acquired entitlement by documentary evidence from the competent authority that he would complete specified term of engagement from the Armed Forces within the stipulated period of one year from the CLOSING DATE FOR RECEIPT OF APPLICATION or otherwise than by way of dismissal or discharge on account of misconduct or inefficiency.

NOTE-IV: An Ex-servicemen or PH category candidate who qualifies on the basis of relaxed standards viz. age limit, experience or qualifications, in written examinations, etc. is to be counted against reserved vacancies and not against the general vacancies subject to fitness of such candidate for selection. In so far cases of Ex-servicemen are

concerned, deduction from the age of Ex-servicemen is permissible against the reserved or unreserved posts and such exemption cannot be termed as relaxed standards in regard to age.

EXPLANATION 1: An Ex-servicemen means a person who has served in any rank whether as a combatant or non-combatant in the Regular Army, Navy, Air-Force of the Indian Union, and who retired from such service after earning his/her pension. This would also include persons who retired at their own request but having earned their pension; or:

- i. Who has been released from such services on medical grounds attributable to military service/circumstances beyond his control and awarded medical or other disability pension; or:
- ii. Who has been released, otherwise than on his own request from such service as a result of reduction in establishment; or:
- iii. Who has been released from such service after service completing the specific period of engagement, otherwise than at his own request or by the way of dismissal or discharge on account of misconduct or inefficiency, and has been given a gratuity; and includes personnel of the territorial Army of the following categories, namely:-
 - a. Pension Holders for continuous embodied service,
 - b. Persons with disability attributable to military service; and
 - c. Gallantry awarded winners.

EXPLANATION 2: The persons serving in the Armed Forces of the Union, who on retirement from service, would come under the category of Ex-servicemen may be permitted to apply re-employment one year before the completion of the specified terms of engagement and avail themselves of all concessions available to Ex-servicemen but shall not be permitted to leave the uniform until they complete the specified terms of engagement in the Armed Forces of the union.

NOTE-V: Age concession is not admissible to SONS, DAUGHTERS and DEPENDENTS OF Ex-Servicemen.

PLEASE NOTE:

1. There will not be any upper age limit in case of departmental (FCI) employee.
2. The aforesaid reservation and relaxation is not applicable to OBC candidates falling under the Creamy layer.
3. Age Relaxation in case of widows/Divorced widow/Women judicially separated and who are not remarried up to 35 years, 38 years and 40 Years for unreserved, OBC and ST/TC candidates respectively.

2. SELECTION PROCESS:

The selection process will be consisting of Written Test (WT) followed by Physical Endurance Test

PATTERN OF WRITTEN TEST:

The Written Test will comprise of One Paper:

The written test shall be held in the Offline mode. The said test shall be of 120 minutes duration and shall have 100 Multiple Choice Questions in General Knowledge, Basic Mathematics and General Hindi up to middle school level (VIII STANDARD).

- (i) The Question Paper for Written Test will be bilingual i.e. in English and Hindi. Except for General Hindi questions that will be only in Hindi Language.
- (ii) All questions carry 1 (one) mark and there will be no negative marking.

Note-1. Verification of original testimonials shall be done afterwards in respect of shortlisted candidates for physical endurance test.

Note 2: Successful Candidates will be shortlisted for Physical endurance test. The number of candidates to be called for Physical endurance test will be minimum three times the number of vacancies on the basis of merit in the Written Test from amongst the qualified candidates category wise. A candidate has to appear in all the phases of the recruitment process to be eligible for the selection. The candidates are advised to keep in touch through the Website:

www.fcicjobs.com

PATTERN OF PHYSICAL ENDURANCE TEST (Only For Qualifying purpose):

Standard:

For male candidates:

1. Running - 1000m in 4 minutes 30 seconds
2. Long Jump - 4.00 meter (in 3 attempts)
3. High jump- 1.20 meter (in 3 attempts)

For female candidates:

1. Running - 800m in 4 minutes 30 seconds
2. Long Jump – 2.50 meter (in 3 attempts)
3. High jump- 1.00 meter (in 3 attempts)

PLEASE NOTE:

1. Physical endurance test will be conducted only for the candidate shortlisted in the written exam.
2. The candidates shortlisted for the PET shall be informed about the venue of PET through website www.fcicgjobs.com. They are advised to keep in touch through the website.
3. Final merit list for shortlisted candidates shall be generated on the basis of marks obtained in written test subject to qualifying the PET. Only those candidates who are qualified in PET will be considered for the final selection.
4. Shortlisted candidates are supposed to bring all the original documents for verification at the time of Physical endurance test.
5. Fitness certificate from registered Civil Surgeon along with eye/vision test has to be brought by the shortlisted candidate at the time of attending PET without which the candidature shall be liable to be cancelled.
6. Endurance test for PH candidate is exempted.
7. In case the requisite number of candidate are not eligible to fill up the vacancies, then at the discretion of competent authority, an additional list for the PET may be drawn based on the merit of written test.
8. FCI reserves the right to introduce additional phase of written examination/screening test in compelling circumstances for screened candidates on the basis of performance in written test and decision regarding calling such number of candidates shall be decided by FCI only.

IMPORTANT INFORMATION/INSTRUCTIONS (Please refer the website): www.fcicgjobs.com

Process to fill and submit Online Application: (Please refer the website)

Before submission of the online Application, candidates must see the preview of the filled details so that it can be edited if required. After submission of the Application, no addition / modification will be permitted.

1. Candidate may access the online application portal by clicking on the link mentioned in the website: www.fcicgjobs.com
2. Candidate may view various section viz. Advertisement, press release, sample documents (Caste certificate format/PH certificate Format/Ex-service-men certificate format/declaration etc.), helpline number, contact details, along with link to proceed for registration and further processing of the form.
3. First time user shall click on the new registration link and fill the details correctly as mentioned.
4. After completing the registration part candidate will receive the user ID and password through SMS on the registered mobile number, through E-mail on the registered mail address. The same ID and Password shall be displayed on the logged screen. Candidates are requested to note down the User ID and password also candidates are advised to take a print of the Registered Application Form for their records and future reference.
5. After registration part the candidate may continue the form filling process or may log out from the registration part.
6. The candidates already registered shall click on existing user link and fill the correct user ID and Password for continuing the form filling process. In case of incorrect User ID/Password click on the forgot password link.
7. The candidate are requested to fill the correct details asked regarding

name/age/sex/caste/address/educational qualification and other relevant fields mentioned in the application portal. Candidates are advised to upload the relevant documents/photographs in the desired format only.

8. Once the details are correctly filled the candidate may proceed for the fee payment.
9. Once a candidate clicks on SUBMIT button a page will open having some important instructions for payment, a Payment Reference Number and a Link to make payment of Application Fee. Candidates may please note that unless they make the payment of Application Fee, their application will be treated as INCOMPLETE. Candidates who want to pay at later stage can use this Payment Reference Number for re-login and making the payment in order to complete his Registration.
10. Once a candidate clicks on button of making the payment, the Site will redirect them to the Payment gateway Site. There are various options available for payment on Payment gateway site viz. Internet Banking, Debit/Credit Cards, bank challan.
11. After making the successful Payment they will immediately be redirected to www.fcicgjobs.com for generation of Registered Application Form. Candidates are advised to take a print of the Registered Application Form for their records and future reference. Thus, the process for Registration of candidates who have to pay Application Fee gets completed. The Registration number along with Date of Birth can also be used for downloading the Admit Card 10 days prior to the date of examination which shall also be notified in the designated website i.e. www.fcicgjobs.com.

NOTE: SC/ST/PWD and female Candidates/Ex-serviceman are exempted from the Application Fee. Hence, they may directly click on the submit button. If desired, candidate may edit the details before final submission. Once form is submitted there shall be no provision for making changes in the application form.

Cheque, Money Orders, Postal Orders, Pay Orders, Banker's Cheques, Postal Stamps, etc. will not be accepted, towards Application Fee.

CANDIDATE WHO OPTS FOR CASH MODE OF PAYMENT i.e. E-Challan: A challan will be generated in two copies (one bank's copy and one candidate's copy). After taking the print out of the Bank challan, candidate has to go to the nearest SBI branch in working hours/days and make the payment before due date. After making the payment, a candidate will get candidate's copy of the challan duly stamped along with journal number. Candidates are advised to keep the challan in safe custody for future use. After making the challan payment, a candidate should visit the website www.fcicgjobs.com after a minimum gap of 24 hours to check the payment status. If payment status is updated successfully, he/she may continue with the form filling process and shall submit the same.

TENTATIVE SCHEDULE

| | | |
|----|--|--|
| 1. | Submission of Online Application form will commence from | From: 14.08.2017, 10:00 HOURS (IST) |
| 2. | Application Fee to be Paid: INR 250 (Two Hundred Fifty Rupees only) (Excluding bank charges) *SC/ST/PWD (PH) and Women candidates/Ex-serviceman are exempted from payment of Application Fee. | <ul style="list-style-type: none"> • The last date for making the Payment of Application Fee through bank's Internet Banking/ Debit/Credit Cards: 07.09.2017, 23:59 hours. • For bank challan: 08.09.2017. |
| 3. | Last Date for Online Application | Till: 07.09.2017 23:59Hrs.(IST) |
| 4. | Availability of Admit Cards on website | <ul style="list-style-type: none"> • 10 days prior to announced date of examination |
| 5. | Date of Written Test | <ul style="list-style-type: none"> • 24.09.2017 |

Note: Corrigendum or Addendum to this advertisement, if any, shall be published only on the website www.fcicgjobs.com. Candidates may keep in touch through the website i.e. www.fcicgjobs.com for regular updates.

The Online registration will remain active from **14.08.2017, 10:00 Hours to 07.09.2017, 23:59 Hours only. Candidates who have generated their Payment Reference Number should make all-out effort to make the payment by 07.09.2017.**

IN ORDER TO AVOID LAST MINUTE RUSH, THE CANDIDATES ARE ADVISED TO APPLY EARLY ENOUGH. FCI WILL NOT BE RESPONSIBLE FOR NETWORK PROBLEMS OR ANY OTHER PROBLEM IN SUBMISSION OF ONLINE APPLICATION. EVEN IF THE CANDIDATE HAS SUBMITTED HIS DATA BUT HAS NOT SUBMITTED THE APPLICATION FEE, IF APPLICABLE, HIS REGISTRATION PROCESS WILL NOT BE COMPLETED AND SHALL NOT BE ENTERTAINED.

IMPORTANT INFORMATION / INSTRUCTIONS (Please refer the website: www.fcicgjobs.com)

1. The candidate will be considered for the post applied for, on the basis of his/her merit for the post within the FCI CHHATTISGARH REGION ONLY.
2. No other Qualification other than explicitly mentioned in the Qualification Criteria would be accepted.
3. The Admit Card for the Written Test indicating the time and venue of examination for each candidate can be downloaded from www.fcicgjobs.com 10 days prior to the date of examination onwards. Candidates, who are not able to generate their Admit Cards online at least one week before the date of the examination, should contact at email ID fciraipurquery@gmail.com Even then if the grievances are not addressed, the candidates may contact in person to FCI, Regional Office, Raipur with proof of online submission of Application Form for generating Admit Card online. A candidate has to appear in all the phases of the recruitment process to be eligible for the selection. The candidates are advised to keep in touch through the Website.

GENERAL INFORMATION / INSTRUCTIONS:

- 1) **Nationality:** A candidate for appointment in the service of the Corporation shall be :
 - (i) a Citizen of India. Or
 - (ii) a subject of Nepal. Or
 - (iii) a subject of Bhutan. Or
 - (iv) a Tibetan refugee who came over to India before the 1st January, 1962 with the intention of permanently settling in India. Or
 - (v) A person of Indian origin who has migrated from Pakistan, Burma, Sri-Lanka and East African countries of Kenya, Uganda and United Republic of Tanzania, Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India.
- 2) Candidates should indicate at the designated place in the Application Form whether they belong to one of the Minority Communities notified by Government namely, Muslims, Christians, Sikhs, Buddhists, Jain or Zoroastrians (Parsis).
- 3) All the posts carry IDA pattern pay scales and usual allowances such as fringe benefits, HRA, Leave Travel facilities etc. These scales carry DA on percentage basis. Gross emoluments would vary depending upon place of posting.
- 4) The seniority of the Officials, appointed in the services of FCI within the Chhattisgarh Region will be determined by the order of merit in which they are finally selected for appointment. They will be posted in Chhattisgarh State within the jurisdiction of the Region against which they are selected. The seniority of the officials will be maintained in Regional Office Raipur.
- 5) Employees of the Central / State Govt. / Public Sector Undertakings and departmental candidates should apply Online. Their candidature is subject to fulfilment of the essential eligibility criteria and ensure that **they are in possession of 'No Objection Certificate' from their employer** on or before the closing date which shall be required to be sent / uploaded along with other essential enclosures in case of their shortlisting on the

basis of the Written Test at the designated Address / website which shall be informed / notified through the designated website www.fcicgjobs.com.

- 6) Option should be exercised by the candidates carefully after going through the Advertisement and keeping in view fulfillment of eligibility conditions, educational qualification etc. prescribed for the posts. OPTION ONCE EXERCISED SHALL BE FINAL AND NO CHANGE WILL BE ALLOWED UNDER ANY CIRCUMSTANCES.
- 7) Candidates are not permitted to use calculator and other electronic gadgets, mobile phones except as specified in the Advertisement. therefore, They should not bring the same inside the examination premises/venue.

The Written Examination will consist of Objective Type Multiple Choice Questions. Candidates must write the papers/indicate the answers in their own hand. For Objective Type Multiple Choice Questions paper, OMR Answer Sheets will be provided. OMR Answer Sheet is to be filled in with **BLUE / BLACK BALL POINT PEN ONLY** as per instructions given in OMR Answer Sheet. Candidates are required to mark their Name, Date of Birth, Roll Number, Registered Application Number, and Question Booklet Number etc. correctly on the OMR Answer sheets by darkening the appropriate ovals / boxes. Candidates are also required to sign their names in running hand and affix left hand thumb impression on the Answer Sheets. Answer Sheets not bearing the Candidate's Name, Roll Number, Signature, LTI etc. in the space meant for the purpose will not be evaluated and awarded Zero mark. If any candidate belonging to reserved category does not write their category properly in the OMR Answer Sheet, they will be treated as belonging to UR category. OMR Answer Sheets are read by machine and, therefore, failure to comply with any of the instructions will result in award of Zero marks. Candidates in their own interest should strictly follow the Instructions given on the Question Booklet/ OMR Answer sheet. No representation regarding non-compliance of instructions will be entertained. All Multiple Choice Questions in Paper will carry equal marks. There will be no negative marking.

- 8) Discrepancies in question paper should be brought to the notice in www.fcicgjobs.com within 7 days of holding the examination. Representation submitted thereafter will not be entertained.
- 9) In view of the large number of applications, scrutiny of the eligibility, category and other aspects will not be undertaken before issuing call letters for Written Test.
- 10) Candidates in their own interest are advised to provide their Mobile Numbers and E-mail IDs accurately, as it may be used for all future correspondence.
- 11) It is mandatory for all the candidates to upload their Photograph and Signatures as specified without any exception.
- 12) Formats prescribed for furnishing SC/ST, OBC& PWD/PH certificates are appended at Annexure A, B & C respectively. Candidates may note that these Certificates / Documents is required to be sent / uploaded along with other essential enclosures in case of their shortlisting on the basis of the Written Examination at the designated address / website which shall be informed / notified through the designated website www.fcicgjobs.com_SC/ST/PWD/PH Candidates who are seeking Fee Exemption must upload the relevant document / certificates as stated above as a proof for Exemption from Application Fee.
- 13) A candidate should select any one of the examination centers within the opted Region while filling the online Application Form.

| Center name | Center code |
|-------------|-------------|
| Ambikapur | 01 |
| Bilaspur | 02 |
| Durg | 03 |
| Jagadapur | 04 |
| Raigarh | 05 |
| Raipur | 06 |

- 14) No change in center of examination will be allowed under any circumstances. Hence, the candidates should select the centers carefully and indicate the same correctly in their applications.
Please Note:- Corporation Reserves the right to allot any of the prescribed city/center for examination (mentioned/not mentioned) in the preference drop down.
- 15) The Corporation reserves the right to cancel any Centre and ask the candidates of that Centre to appear from

another Centre. Corporation also reserves the right to divert candidates of any Centre to some other Centre to take the examination.

- 16) Mere submission of application and fulfilling the eligibility conditions gives no right to any person for appearing in Written Test etc.
- 17) Qualifying in the Written Test, physical endurance test for any post without fulfilment of eligibility conditions will not confer any claim to the candidate for final selection for the post.

18) **RESOLUTION OF TIE CASES:**

In case of a tie in a particular post, the tie will be resolved as under: Procedure will be followed by Date of Birth i.e. the candidate older in age will get preference. Lastly, if the tie still persists, the tie will be resolved by referring to the English alphabetical order of names i.e. a candidate whose name begins with the alphabet which comes first in the English alphabetical order will get the preference.

- 19) Candidates should comply with additional instructions of FCI, if any.
- 20) Filling up of these vacancies is subject to the outcome of any litigation affecting the recruitment process.
- 21) No correspondence will be entertained about the outcome of the application, at any stage.
- 22) All appointments will be subject to the Rules and Regulations of the Corporation in-force from time to time. Other benefits like CPF, Gratuity, LTC, Leave Encashment, medical reimbursement, etc. shall be applicable as per the Corporation as amended from time to time.
- 23) No Travelling/Daily Allowance will be provided for the Written Test & Physical Endurance Test.
- 24) ***CANDIDATES ARE REQUIRED TO SUBMIT THE ONLINE APPLICATION FORM ONLY ONCE.** In case of multiple applications, the candidature shall be summarily cancelled.
- 25) ***No printed / hard copy of the filled Application Form or any other supporting documents is to be sent before short listing based on Written Test and / or Physical Test unless asked to submit specifically.**
- 26) Candidate must ensure to have fulfilled all the eligibility criteria, viz., qualification, experience, age, etc. as on 01.08.2017 Candidates should satisfy themselves that they fulfill the required qualification, experience, and age etc., before applying for the post. In case it is found that the information furnished by a candidate is defective in any manner or has been deliberately suppressed, the candidature will be summarily rejected as and when it comes to the notice of the Management. The candidates are advised to satisfy themselves fully about the correctness of the information furnished. The candidature would be rejected if found ineligible at any stage.
- 27) Issue of Admit Card for the Written Test & Physical Endurance Test calling does not confer any right of acceptance of candidature and should not be construed as an acknowledgment of fulfilling the eligibility criteria for the post. It does not give indefeasible right to an individual for employment with FCI.
- 28) Candidates, who fulfill all the eligibility criteria, will be issued Offer of Appointment as per merit list and as per vacancies.
- 29) Appointment of empaneled candidates will be subjected to their being found otherwise medically fit , verification of character and antecedents and verification of caste certificate wherever applicable
- 30) Before registering/submitted applications on the website, the candidates should follow the instructions given in advertisement/website and possess the following:

- a. **Valid E-Mail ID and Mobile No.:** The E-Mail ID and Mobile No. entered in the Online Application Form

should remain valid / active until the recruitment process is completed. No change in the E-Mail ID and Mobile No. will be allowed once submitted. The candidate himself/herself will be responsible for wrong or expired E-Mail ID & Mobile No.

- b. **PHOTOGRAPH:** One recent colored passport size photograph preferably with white background, not more than three months old is to be SCANNED AND UPLOADED in the space earmarked in the Online Application Form. Size of the file for photograph should not be more than 100KB.
 - c. **SIGNATURE:** Signature (in Black ink) against white background is to be SCANNED and UPLOADED in the space earmarked in the Online Application Form and as per the guidelines given on website. Candidates must ensure that the signatures are identical throughout the Recruitment process at all stages and/or places. If any variation is found between the signatures, the candidature is liable to be cancelled. Candidate is advised to confirm his/her uploaded signature is clearly visible/identifiable at the appropriate place. Size of file should not be more than 100KB.
 - d. **CERTIFICATE FOR EXEMPTION OF APPLICATION FEE:** SC/ST/PWD/PH Candidates who are seeking Fee Exemption must upload the relevant document/certificate as stated above as a proof for Exemption from Application Fee.
- 31) No original Certificates / Documents are required to be sent in connection with the Application unless directed to do so. Candidates may also note that Self-attested Photostat copies of requisite Certificates/Documents shall be required to be sent / uploaded at the designated address / website in case of their shortlisting on the basis of written Examination which shall be informed / notified through the designated website www.fcicgjobs.com. Original certificates will, however, be scrutinized / verified at the time of Interview/Group Discussion.
- 32) Departmental candidates may note that their candidature is subject to possession of 'No Objection Certificate' from their employer, which shall be required to be sent / uploaded along with other essential enclosures in case of their shortlisting on the basis of the Written Examination at the designated address / website, which shall be informed/ notified through the designated website www.fcicgjobs.com.
- 33) Any attempt to influence the Corporation in any manner would result in disqualification and rejection of candidature immediately.
- 34) In case of any clarification on recruitment process, please e-mail at fciraipurquery@gmail.com No other form of communication shall be entertained. However, pendency of any such query will not effect in extension of scheduled dates of the recruitment process.
- 35) Appointment of empaneled candidates will be subject to their being found medically fit and the verification of character, antecedents and caste, wherever applicable.
- 36) The decision of the Corporation in all matters relating to the conduct of examination and preparation of merit list will be final and binding on the candidates and no enquiry / correspondence will be entertained in this regard.
- 37) No person shall be eligible for appointment who had previously been dismissed or compulsorily retired from the service of the Corporation or from a Department of a State or the Central Government or from any Public Sector Undertaking.
- 38) No person shall be eligible for appointment who has been convicted in a Court of law for any offence 9

involving moral turpitude.

- 39) SC/ST/PWD (PH) and Women candidates are exempted from payment of Application Fee, subject to uploading of Caste/Disability Certificate from Appropriate Authority in support of his/her claim.
- 40) Fees once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before applying and payment of the application fees.

ANNEXURE- A

FORMAT FOR SC/ST CERTIFICATE

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribes should submit in support of his claim an attested/certified copy of a certificate in the form given below, from the District Officer or the sub-Divisional Officer or any other officer as indicated below of the District in which his parents (or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education. Wherever photograph is an integral part of the certificate, the Corporation would accept only attested photocopies of such certificates and not any other attested or true copy.

(The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India.)

This is to certify that Shri/Shrimati/Kumari* _____ son / daughter of _____ of Village/Town/* in District/Division * _____ of the State/Union Territory*

_____ belongs to the Caste/Tribes _____ which is recognized as a Scheduled Castes/Scheduled Tribes* under:-
The Constitution (Scheduled Castes) order, 1950 _____

The Constitution (Scheduled Tribes) order, 1950 _____

The Constitution (Scheduled Castes) Union Territories order, 1951 * _____

The Constitution (Scheduled Tribes) Union Territories Order, 1951* _____

As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area(Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order(Amendment) Act, 1976.

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956 _____

The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment Act), 1976*

The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order 1962
The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962@
The Constitution (Pondicherry) Scheduled Castes Order 1964@

The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967 @
The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968@
The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968 @
The Constitution (Nagaland) Scheduled Tribes Order, 1970 @

The Constitution (Sikkim) Scheduled Castes Order 1978@
The Constitution (Sikkim) Scheduled Tribes Order 1978@

The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989@
The Constitution (SC) orders (Amendment) Act, 1990@

The Constitution (ST) orders (Amendment) Ordinance 1991@
The Constitution (ST) orders (Second Amendment) Act, 1991@
The Constitution (ST) orders (Amendment) Ordinance 1996

The Scheduled Caste and Scheduled Tribes Orders (Amendment) Act,2002
The Constitution (Scheduled Caste) Orders (Amendment) Act,2002

The Constitution (Scheduled Caste and Scheduled Tribes) Orders (Amendment)Act,2002

% 2.Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes certificate issued to Shri/Shrimati

_____ Father / Mother _____ of Shri / Shrimati / Kumari*

_____ of village / town* _____ in District/Division*

_____ of the State/Union Territory* _____ who belong to the _____ Caste/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe in the State/Union Territory* issued by the _____ dated _____.

% 3. Shri / Shrimati/ Kumari and /or * his/ her family ordinarily reside(s) in village / town* _____ of

_____ District/Division*

_____ of the State / Union Territory of _____

Signature _____

**Designation _____

(with seal of office)

Place _____

Date _____

* Please delete the words which are not applicable

@ Please quote specific presidential order

% Delete the paragraph which is not applicable.

NOTE: The term ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

** **List of authorities empowered to issue Caste/Tribe Certificates:**

- i. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Dy. Collector/Ist Class Stipendiary Magistrate/Sub-Divisional Magistrate / Extra-Assistant Commissioner / Taluka Magistrate / Executive Magistrate.
- ii. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
 - (i) Revenue Officers not below the rank of Tehsildar.
 - (ii) Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

NOTE: ST candidates belonging to Tamil Nadu state should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

ANNEXURE-B

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri/Smt./Kumari _____ son/daughter of _____ of village/town _____ in District/Division _____ in the State/Union Territory _____ belongs to the _____ community which is recognized as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. _____ dated _____. * Shri/Smt./Kumari _____ and/or his/her family ordinarily reside(s) in the _____ District/Division of the _____ State/Union Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93 – Estt.(SCT) dated 8.9.1993**.

District Magistrate
Deputy Commissioner etc.

Dated:

Seal

*-The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

** -As amended from time to time.

Note:- The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

ANNEXURE-C

FORMAT OF CERTIFICATE FOR PERSONS WITH DISABILITIES / PHYSICALLY HANDICAPPED CANDIDATES NAME & ADDRESS OF THE INSTITUTE / HOSPITAL

Certificate No. Date ____

DISABILITY CERTIFICATE

This is certified that Shri / Smt. / Kum. 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
 - (a) Impaired reach
 - (b) Weakness of grip
- (iii) BLA-Both legs and both arms affected
- (iv) OL-One leg affected (right or left)
 - (a) Impaired reach
 - (b) Weakness of grip
 - (c) Ataxic
- (v) OA-One arm affected
 - (a) Impaired reach
 - (b) Weakness of grip
 - (c) Ataxic
- (vi) BH-Stiff back and hips (Cannot sit or stoop)
- (vii) MW-Muscular weakness and limited physical endurance.

Affix here recent color
Photograph showing
the disability duly
attested by the
chairperson of the
Medical Board

- B) Blindness or Low Vision:**
- (i) B-Blind
 - (ii) PB-Partially Blind

- C) 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/is recommended after a period of _____years _____months.*

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

4. Sh./Smt./Kum. 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. _____) (Dr. _____) (Dr. _____)

Member, Medical Board

Member, Medical Board

Chairperson, Medical Board

**Countersigned by the Medical Superintendent /
CMO/Head of Hospital (with seal)**

*Strike out which is not applicable

(Form of certificate for serving defence personnel)

I hereby certify that, according to the information available with me
(No.)..... (Rank) (Name)
..... Is due to complete the specified term office engagement
with the armed force on the (date).....

Place: (signature of commanding officer)

Date: office seal

**UNDERTAKING TO BE GIVEN BY THE CANDIDATE COVERED UNDER POINT NUMBER 6 OF THE
RESERVATIONS AND RELAXATION OF THE NOTICE**

I understand that, if selected on the basis of recruitment/examination to which the applications relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the appointing authority that I have been duly released/retired/discharged from the armed forces and I m entitled to the benefits admissible to Ex-servicemen in terms of the Ex-servicemen (re-employment in central civil services and post rules, 1979, as amended time to time).

I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-servicemen in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including public sector undertaking, autonomous bodies, statutory bodies, nationalized banks, etc.) by availing of the concession of reservation of vacancies admissible to Ex-servicemen.

I further submit the following information:

- a) Date of appointment in armed forces _____
- b) Date of discharge _____
- c) Length of service in armed forces _____
- d) My last unit/corps _____

Place:

Date:

(signature of candidate)

