



NAVAL SHIP REPAIR YARD, PORT BLAIR



RECRUITMENT OF CIVILIAN MOTOR DRIVER (OG)
ADVT NO. ANC-02/2021

ONLY OFFLINE APPLICATION WILL BE ACCEPTED

WRITTEN EXAM FOR CIVILIAN MOTOR DRIVER (OG)
WILL BE HELD IN PORT BLAIR ONLY

NO INTERVIEW WILL BE HELD FOR RECRUITMENT

1. Indian Navy invites applications for the post of **Civilian Motor Driver** (Group "C" Non-Gazetted, Non-Industrial) from the eligible candidates to apply in proforma appended below by **Registered / Speed Post** (Application in other forms of mailing will not be accepted). Selected candidates normally will have to serve in the units under administrative control of **Andaman and Nicobar Command, Port Blair**, however they can be posted anywhere in India, in Naval Units/ formation as per administrative requirement.

SI No.	<u>Name Of the Post</u> <u>(Classification with pay</u> <u>scale as per 7th CPC)</u>	<u>Distribution of vacancies*</u>						<u>Horizontal</u> <u>Reservation</u>
		<u>UR</u>	<u>OBC</u>	<u>SC</u>	<u>ST</u>	<u>EWS</u>	<u>Total</u>	<u>ESM</u>
(i)	Civilian Motor Driver (Ordinary Grade) Level in the Pay Matrix Level-2 (Rs 19900-63200)	07	04	01	01	01	14	01

* Subject to variation of vacancies

Suitability for EWSs: Persons who are governed under DoP&T OMs F.No 36039/1/2019-Estt(Res) dated 19 Jan 19 and 31 Jan 19 are identified as EWSs for the benefit of reservation.

Suitability for PwBDs: The post of Civilian Motor Driver (Ordinary Grade) is not identified suitable for PwBDs.

2. **Abbreviations Used:** - **UR**-Unreserved, **SC**-Scheduled Caste, **ST**-Scheduled Tribes, **OBC**- Other Backward Class, **ESM**- Ex-Serviceman, **EWS** - Economically Weaker Section.

3. **Reservation.** Reservation for SC/ST/OBC/EWS/ ESM categories is available as per extant Government Orders. The reserved vacancies will be filled up separately from amongst the eligible SCs, STs, OBCs, EWS & ESM candidates which will thus comprise of SC, ST, OBC, EWS, & ESM who are lower in merit than the last general candidate on merit list of unreserved category but otherwise found suitable for the appointment even by relaxed standards viz. age limit etc. Reservations for ESM fall under the category of Horizontal reservation which cuts across vertical reservation i.e. reservation for SC/ST/OBC/EWS (in what is called interlocking reservation). The candidates selected against the ESM quota have to be placed in the appropriate category of UR/ SC/ ST/ OBC/ EWS, as the case may be. EWS who are not covered under the scheme of reservation for SCs, STs and OBCs shall get 10% reservation as per DOP&T orders / guidelines indicated in the OM No 36038/1/2019-Estt (Res) dated 31 Jan 2019.

4. **Age & Essential Qualification.**

SI No	Name of the Post (refer para 1)	Age	Essential Qualifications
(a)	Civilian Motor Driver (Ordinary Grade)	Between 18 and 25 years	<p><u>Essential</u></p> <p>(a) Matriculation from a recognized Board or Institution and knowledge of first line maintenance.</p> <p>(b) Must possess a Driving License for Heavy Vehicles and Motor Cycles.</p> <p>(c) One Year practical experience in Heavy Motor Vehicles (HMs) driving.</p>

Note: The Qualifications(s) regarding experience is/are relaxable at the discretion of Competent Authority in the case of candidates belonging to the Scheduled Caste/ Scheduled Tribes, if at any stage of selection the Competent Authority is of the opinion that sufficient numbers of candidates from these communities possessing the requisite experience are not likely to be available, to fill up the vacancies reserved for them.

5. **Job Profile:** - Indicative duties and responsibilities of Civilian Motor Driver (OG) are listed as follows:-

- (a) Carry out driving duties of Heavy Motor Vehicles as per Office requirement
- (b) Be thoroughly aware about rules of the road, highway codes, road signs and other aspect of road safety and maintenance.

Note. The above list of duties is only illustrative and not exhaustive Section/ Department of the Indian Navy may add in the list, duties ordinarily performed by personnel at this level.

6. **Age Relaxation and Crucial Dates:-**

- (a) **Age Relaxation** is applicable as per Government orders on the subject:-

Ser	Category	Age Relaxation permissible beyond the upper age limit
(i)	SC/ ST	05 Years.
(ii)	OBC	03 Years.
(iii)	ESM	Period of Military service plus 03 years.

Note. Age relaxation for Departmental candidates, persons domiciled in J&K etc., will be as per extant rules issued by the Govt. of India from time to time.

- (b) **Crucial Date for determining the Age.** (i) The crucial date for determining the age limit will be the **closing date** for receipt of Applications from candidates in India i.e. **50 days** from the date of publication of advertisement in Employment News (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi sub-division of Chamba District of Himachal Pradesh, Lakshadweep). The additional period for submission of Application for candidates from regions mentioned as above shall not reckon to determine their age. Only Matriculation/ SSC/ Birth Certificate issued by concerned Education Board/Competent Authority will be considered as proof of Date of Birth.

7. Mode of Selection:

(a) **Shortlisting of Applications.** Where the number of application received is too large (for posts with Matriculation as Educational qualification) in proportion to the vacancies and it is not convenient Administratively for the Department to call all the candidates for the written test, Indian Navy at its discretion, may restrict the number of eligible candidates, whose applications are registered, by short listing as per merit up to the ratio of 1:25 to the number of vacancies based on the marks obtained in the minimum requisite educational qualification for this recruitment/post i.e. **Matriculation** or equivalent from a recognized Board. Merely fulfilling the basic selection criteria does not automatically entitle a person/applicant to be called for the written test.

(b) **Scheme of Written Examination.** All Shortlisted/eligible candidates will have to appear in written examination consisting of objective type questions based on the Essential qualifications, as mentioned at para 5 above. The question paper will be bilingual in both English & Hindi (except for General English) covering aspects as below: -

Part	Subject	Maximum Marks
(i)	General Intelligence/ Awareness and Reasoning	30
(ii)	General English	10
(iii)	Numerical Aptitude	20
(iv)	Awareness in relevant field	40
Total		100

(c) **Indicative Syllabus for Examination.**

(i) **General Intelligence/ Awareness and Reasoning.** It would include questions of both verbal and non-verbal type. The test will include questions on analogies, similarities and differences, space visualization, problems solving, analysis, judgment, decision making, visual memory, discriminating observation, relation concepts, verbal and figure classification, arithmetical number series, non-verbal series etc. The test will also include question design to test the candidate abilities to deal with abstract ideas and symbols and their relationship, arithmetical computation and other analytical functions. The test will also include questions relating to India and its neighboring countries especially pertaining to Sports, history, culture, geography, and economics seen, general policy including Indian constitution and scientific research etc. These questions will be such that they do not required special study of any discipline.

(ii) **English Language.** In addition to the testing of candidates understanding of English language, its vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage etc. His/her writing ability would also be tested.

(iii) **Numerical Aptitude.** This paper will include question on problems relating to number systems, computations of whole number, decimal and fractions and relationship between numbers, fundamental arithmetical operations, percentages, ratio and proportion, average, interest, profit and loss, discount, time and distance, ratio and time, time and work etc.

(iv) **Awareness in relevant field.** The test will include questions relating to trade/ posts as per the essential qualification specified at para 4 above.

(d) **Resolution of Tie.** In case one or more than one candidate secures equal aggregate marks, tie will be resolved by applying following methods, one after another, till the tie is resolved: -

- (i) Marks scored in Written examination to be considered as first step/criteria to draw a list.
- (ii) Date of Birth is to be considered to arrive at the merit list, the older the candidate will prevail as the higher selected candidate in merit.
- (iii) Alphabetical order in which the first names of the candidates appear.

(e) **Examination Centre.** Written examination for Civilian Motor Driver (OG) will be conducted in **Port Blair only**.

(f) **Date of Examination.** Exact date, time and venue of examination will be communicated on the Admit card issued to the shortlisted candidates by Registered Speed Post. Admit Cards can also be downloaded from the website www.andaman.gov.in and www.indiannavy.nic.in. The website may also be referred from time to time for any further instructions/ amendments.

(g) **Provisional Appointment Letter.** The appointment of provisionally selected candidates will be strictly based on the merit position in the written examination only. Subject to satisfaction of document verification, medical examination and other requirement as specified by the Government of India and Appointing Authority.

(h) **Document Verification.** All provisionally selected candidates are required to come for document verification. All documents pertaining of age, education, identity, address, category, caste validity, experience certificate etc. will be scrutinizes and verified prior to provisional appointment as per extant DoP&T policy. Date and venue for document verification will be intimated to the provisionally selected candidates through letter which will be sent to the respective address of the candidates by post or through Registered e-mail IDs.

8 Opening and Closing Date / Time for Application:-

Opening date	From the date of Notification published in Employment News.
Closing date/ time *	50 days from the date of publication of advertisement in Employment News Cut off Time – 1700 hrs.
Last date of application filling (closing date) for the candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi sub-division of Chamba District of Himachal Pradesh, Lakshadweep **	60 days from the date of publication in Employment News. Cut off time – 1700 hrs.

Illustration. If the advertisement is published in Employment News on **01 Aug 21**, then the opening date will be on **01 Aug 2021** and the closing date/time will be on **19 Sep 2021 / 1700 hrs (*)** and **29 Sep 2021 /1700 hrs (**)**.

9. Place of Posting / Duty Station:- The selected candidates would be required to serve in various unit/ sub-units/ departments under the jurisdiction of the Headquarters, Andaman & Nicobar Command. Since all the units are locally controlled by the Headquarters, Andaman & Nicobar Command, posting at stations other than Port Blair or units under HQANC, however, will be only as per administrative requirement.

10. **How to Apply and whom to address:-** The Application should be on plain paper (A4 size) (good quality paper should be used) either neatly hand written or typed as per the prescribed Format, affixed with latest passport size colour photograph duly attested by self. The envelope must be clearly super-scribed on the top as “**APPLICATION FOR THE POST OF `CIVILIAN MOTOR DRIVER (ORDINARY GRADE)` and CATEGORY (i.e. SC/ST/OBC/UR/ESM/EWS)** and sent by Registered Post/ Registered Speed Post) to “**THE COMMODORE SUPERINTENDENT (FOR Oi/C RECRUITMENT CELL), NAVAL SHIP REPAIR YARD (PBR), POST BOX NO. 705, HADDO, PORT BLAIR – 744 102, SOUTH ANDAMAN, ANDAMAN & NICOBAR ISLANDS**” alongwith the following:-

(a) Two additional Passport size photographs in Blue Background without any spectacle covering / obstructing the face and eyes (should be stapled in application form) and self-attested on the reverse side of the photograph. The photograph should match with the photograph pasted in the application form.

(b) Self-attested copy of all the certificates of relevant educational qualifications and self-attested copies of higher qualification, if any.

(c) Self attested copy of proof of date of birth (10th certificate or Birth Certificate). Only Matriculation / SSC / Birth Certificate issued by the concerned Education Board / Competent Authority will be considered as proof of Date of Birth.

(d) The OBC/SC/ST candidates also enclose latest copy of Caste Certificate duly self-attested for claiming age / other relaxation and produce original Certificate on demand.

(e) A copy of candidate's testimonial in support of candidate's experience / proficiency in case the candidate is applying against a post requiring experience / proficiency.

(f) A copy of Certificate duly indicating the proof of Ex-Serviceman issued by the Competent Authority with application and produce original on demand.

(g) The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate by a Competent Authority as per the format promulgated vide DoP&T OM FNo 36039/2019-Estt(Res) dated 31 Jan 2019 while submitting the applications.

(h) The Government Servants are to enclosed self-attested copy of No Objection Certificate from the Employer with the application and produce original on demand.

(j) The format of relevant certificates is available at naval website www.indiannavy.nic.in at Personnel>Civilian page.

(k) A Self-addressed envelope of size 23x13 with postage stamp of Rs 45/- affixed on it.

(l) All Armed Forces personnel applying for the post should forward undertaking as per DoP&T OM 36034/2/91-Estt (SCT) dated 03 Apr 1991 to avail age relaxation.

11. **General Instructions / Conditions:**

(a) The applicant must possess the required criteria and educational qualification as mentioned in the Advertisement. Similarly candidates who have passed from a recognized Board / Institution which has `Grade Point' system need to get their grade point converted into percentage of marks by appropriate authority before applying.

(b) If the candidates commit any mistake in filing the application form, no change will be allowed.

- (c) The applicants must ensure that while filling their application form, they are providing their valid and active e-mail IDs and mobile number as Indian Navy may use either mode of communication for contacting them at different stages of recruitment process. Indian Navy will not be responsible for non-receipt of e-mail/SMS. No change in mobile number and e-mail ids will be entertained after submission of application form.
- (d) Candidates should not submit multiple applications for the same post.
- (e) Only Indian nationals can apply for the above post.
- (f) The applicant should ensure that he/she fulfils the eligibility and other norms mentioned in the advertisement. Particulars furnished in the application form should be correct in all respect. If any false or incorrect information furnished by the applicant is detected at any stage, his/her candidature will be cancelled without prejudice to take legal action against him / her.
- (g) The eligibility with respect of age, educational qualification, experience acquired post essential Qualification etc., will be determined as on the crucial date (ie date of closing of Application)
- (h) No relaxation in age limit will be provided unless the category is filled appropriately at the relevant column in the application form.
- (j) Applicants are requested to check www.andaman.gov.in and www.indiannavy.nic.in websites regularly till completion of recruitment for updates/ corrigendum and any further instructions.
- (k) The SC/ST applicants should be in possession of a latest copy of caste certificate for claiming age/ other relaxation and reservation and produce original certificate on demand.
- (l) In case of OBCs, the applicant is required to produce, on demand, a caste certificate (valid for three financial years), specifying that the applicant doesn't belong to "Creamy layer". The certificate should be as per format contained in Gol, DoP&T OM 36036/2/2013-Estt. (Res) dated 30 May 2014 and 36033/1/2013-Estt (Res) dated 27 May 2013.
- (m) In case, the applicants working in central/ state government etc. fails to produce the NOC when demanded, his/ her candidature will not be considered.
- (n) As per Ministry of Human Resource Development Notification No. F.6-1/2013-DL dated 27 Aug 2018 published in Gazette of India dated 01 Sep 2018, all the degrees awarded through Open and Distance Learning mode of education by the Universities established by an Act of Parliament or State Legislature, Institutions Deemed to be Universities under Section 3 of the University Grants Commission Act, 1956 and Institutions of National Importance declared under an Act of Parliament stand automatically recognized for the purpose of employment to posts and services under the Central Government, provided they have been approved by the University Grants Commission and wherever necessary by All India Council for Technical Education for the programmes for which it is the regulatory authority.
- (p) The vacancies shown above are provisional and may vary the vacancies may be reduced / increased or even made nil without assigning any reason thereof. The recruitment process can be cancelled/postponed/suspended/terminated without any notice/ assigning any reasons, at any stage.

(q) Applicants will have to make their own arrangement for lodging/ boarding for written test. Applicants are advised not to bring any valuable/ costly items to the recruitment test as safe keeping of the same cannot be assured. Indian Navy will not be responsible for any loss in this regard.

(r) The results of the written examination will be published in the Employment News and also uploaded in www.indiannavy.nic.in. The scores and ranking of applicants in the recruitment examination will be made public through portal in accordance with DoP&T OM dated 21 Jun 2016. The options of opting out have to be exercised by the candidate at the time of filling up of the application form.

(s) Indian Navy has the right of cancelling the candidature of any applicant found indulging in any malpractice/ unfair means or hiding any material information, misrepresenting facts or canvassing for candidature. Mobiles and other electronic gadgets are banned within the premises of the examination centers. Possession of such equipment whether in use or in switch off mode, during the examination will be considered as use of unfair means. All such applicants will be liable to be debarred from this examination as well as future examination. A criminal proceeding also be initiated.

12. Important Instructions to the Candidates: -

(a) Before applying, candidates are advised to go through the instructions given in the notification very carefully.

(b) The Indian Navy will not undertake detailed scrutiny of the applications for the eligibility and other aspects at the time of written examination and, therefore, candidature will be accepted only 'provisionally'. The candidates are advised to go through the requirements of educational qualifications, age, etc., and satisfy themselves that they are eligible for the post. Supporting documents enclosed by the candidate will be verified at the time of Document Verification. When scrutiny of application is undertaken, if any claim made in the application is not found substantiated at any stage, the candidature will be cancelled and the Indian Navy's decision will be final.

(c) Candidates seeking reservation benefits available for OBC/SC/ST/EWS/ESM must ensure that they are entitled to such reservation as per eligibility prescribed by Government of India and in the Notification. They should also be in possession of the certificates in the prescribed format by the Government of India, in support of their claim. The formats of various certificates are also available in the Indian Navy website: www.indiannavy.nic.in

(d) Central Government Civilian employees claiming age relaxation should produce a certificate in the prescribed format from their office at the time of document verification in respect of the length of continuous service which should be for not less than three years during the period immediately preceding the closing date for receipt of application. They should remain Central Government civilian employees till the time of appointment in the event of their selection.

(e) Only one application form for a post is allowed to be submitted by a candidate. Therefore, the candidates are advised to exercise due diligence at the time of filling their application forms. If a candidate submits multiple applications and appears in the examination (at any stage) more than once, his / her candidature will be cancelled and he / she will be debarred from the future examinations of the Indian Navy.

- (f) The candidates must write their name, date of birth, father's name and mother's name strictly as given in the matriculation certificate otherwise their candidature may be cancelled as and when it comes into the notice of the Indian Navy.
- (g) Applications with illegible / blurred photograph / signature will be rejected summarily.
- (h) Request for change / correction in any particulars and active e-mail address and mobile number in the application form as correspondence may be made by the Indian Navy through e-mail / SMS.
- (j) The candidates must carry at least one latest photo bearing identification proof such as Aadhar Card with a photograph / PAN Card / Passport / Driving License / Voters ID Card / Bank Pass Book with Photograph in original to the Examination venue, failing which they will not be allowed to appear for the same.
- (k) Mobiles and other electrical gadgets including Bluetooth devices are banned within the premises of the Examination Centres. Possession of such equipment whether in use or in switch off mode, during the examination will be considered as use of unfair means. Candidature of such candidates will be cancelled. They will be liable for further action including initiation of criminal proceedings and debarment from Indian Navy's examinations, as may be decided by the Competent Authority.
- (l) In case of fake / fabricated application or documents which have tampered with by misusing any dignitary's name / photo, such candidate will be held responsible for the same and liable for suitable legal action.
- (m) Candidates should check their Admit Card carefully and bring the discrepancies, if any, to the notice of the Invigilator before the Examination. No correspondence will be entertained post examination in this regard.
- (n) If a candidate fails to attend on the date and time indicated for examination of the advertised post, his/her candidature will be treated as cancelled.
- (p) Candidates are advised not to bring any valuable /costly items including mobile phones to the examination as safe keeping of the same cannot be assured. The Indian Navy will not be responsible for any loss in this regard.
- (q) Calling for completion of written examination / pre-recruitment formalities does not entitle any individual for appointment for the selected post. Candidature of any individual may be cancelled for the said post. If at any stage, it is found that the individual does not fulfil the eligibility criteria for the advertised post. The decision of the competent authority regarding issue of appointment order to the individual for the selected post will be final.
- (r) Higher qualification if any, possessed by the candidate is to be disclosed in the application form. Future requests for addition of higher qualification, if any, obtained prior to appointment will not be entertained.
- (s) The decision of the Indian Navy in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), allotment of Examination Centres and preparation of merit list, debarment for indulging in malpractices will be final and binding on the candidates and no enquiry / correspondence will be entertained in this regard.

13. Important Information

(a) **Candidates Reporting Late.** Candidates reporting late, after the reporting time specified on the call letter of Examination, will not be permitted to appear in the examination. The reporting time mentioned on the call letter is prior to the Start time of the test. Though the duration of the examination is 1 hr 40 minutes covering 100 Objective Questions, candidates will be required to be present at the venue earlier for completion of various formalities such as verification and collection of various requisite documents, giving of instructions etc.

(b) **Photo Identity Card.** In the examination hall the admit card along with original and valid photo identity such as Aadhar card with a photograph / PAN Card / Passport / Driving License / Voter's Card / Bank Passbook with Photograph should be produced to the Invigilator for verification. The candidate's identity will be verified with respect to his/her details on the letter, in the Attendance List and requisite documents submitted. If identity of the candidate is in doubt the candidate may not be allowed to appear for the Examination.

Note 1: Ration card and Learners Driving License will not be considered as valid Identity proof.

Note 2: Candidates must note that the name as appearing on the admit card (provided during the process of registration) should exactly match the name as appearing on the photo identity proof. Female candidates who have changed first/last/middle name post marriage must take special note of this. If there is any mismatch between the name indicated in the Call Letter and Photo Identity Proof the candidate will not be allowed to appear for the examination.

Note 3: A candidate not carrying a valid and original photo identity document as per para 13 (b) will not be allowed to appear for the examination.

14. Action against Candidates found guilty of Misconduct.

If candidates found to indulge at any stage in any of the malpractices listed below during the conduct of examination, their candidature for their examination will be cancelled and they will be debarred from the examination of the Indian Navy for the period mentioned below: -

<u>Ser</u>	<u>Type of Malpractice</u>	<u>Debarment period</u>
(a)	Taking away any Examination related material such as Rough Sheets, Indian Navy's copy of Attendance Sheet etc. from the examination hall or passing it on to unauthorized persons during the conduct of examination	2 Years
(b)	Misbehaving, intimidation or threatening in any manner with the examination functionaries i.e. Supervisor, Invigilator, Security Guard or Indian Navy's representatives etc.	3 Years
(c)	Obstruct the conduct of examination/ instigate other candidates not to take the examination	3 Years
(d)	Making statements which are incorrect or false, suppressing material information, submitting fabricated documents, etc.	3 Years
(e)	Obtaining support/ influence for his/ her candidature by any Irregular or improper means in connection with his/ her candidature.	3 Years
(f)	Possession of Mobile Phone in 'switched on' or 'switched off' mode	3 Years
(g)	Appearing in the same examination more than once in contravention on the rules.	3 Years

Ser	Type of Malpractice	Debarment period
(h)	A candidate who is also working on examination related matters in the same examination	3 Years
(j)	Damaging examination related infrastructure/ equipment	5 Years
(k)	Appearing in the Exam with forged Admit Card, identity proof etc.	5 Years
(l)	Possession of fire arms/ weapons during the examination	5 Years
(m)	Assault, use of force, causing bodily harm in any manner to the examination functionaries i.e. Supervisor, Invigilator, Security Guard or Indian Navy's representatives etc. threatening/ intimidating examination functionaries with weapons/ fire arms	7 Years
(n)	Using unfair means in the examination hall like copying from unauthorized sources such as written material on any paper or body parts, etc.	7 Years
(p)	Possession of Bluetooth Devices, spy cameras, and any other electronic gadgets in the examination hall.	7 Years
(q)	Impersonate/ Procuring impersonation by any person	7 Years
(r)	Taking snapshots, making videos of question paper or examination materials, labs etc.	7 Years

15. **Disclaimer.**

(a) The terms and conditions given in the advertisement are guidelines only and Orders issued by the Government as amended from time-to-time will apply for the candidates.

(b) Appearing for examination is purely provisional and subject to the prescribed eligibility conditions.

(c) Though arrangement will be made to maintain Social Distancing, candidates are advised to follow COVID-19 guidelines strictly, even while travelling to appear for the examination. In case any candidate develops any symptoms similar to that of COVID-19 they should refrain from attending the examination and follow the isolation as per MHA guidelines on COVID-19.

16. **Caution to all Candidates**

Beware of touts who may misguide with false promise of getting you selected for the job on illegal consideration. Selection is based purely on merit. Candidates are advised not to fall prey to false assurance or exploitation and must not entertain or encourage unscrupulous elements in any way. It is emphasized that the written test and the selection process will be on merit only in a transparent manner.

RECRUITMENT IN THE INDIAN NAVY IS ABSOLUTELY FAIR

FOR ANY CLAIRIFICATION / ASSISTANCE, CANDIDATE MAY WRITE TO US AT

e-mail: nsrypb-navy@nic.in

Contact No.: 03192-248511

Check List for enclosures: For Office use only (Certificates duly attested)

1	SSC/Matric/Date of Birth Certificate	
2	NOC Certificate	
3	SC/ST/OBC/ EWS Certificate	
4	PwBD Certificate	
5	Two latest passport size photographs in Blue Background	

**APPLICATION FORM – RECRUITMENT OF
CIVILIAN MOTOR DRIVER (ORDINARY GRADE)
NAVAL SHIP REPAIR YARD – PORT BLAIR**

(TO BE FILLED BY CANDIDATES IN CAPITAL LETTERS ONLY)

Affix latest Self-attested passport size colour photograph with Blue Background

1. Post applied for _____
2. Name of the Candidate : _____
3. Father's name : _____
4. Date of Birth :

Days	Month	Year
5. Age as on the closing date of application : Years _____ Months _____ Days _____
6. Nationality : _____
7. Gender (Please tick the appropriate box) :

Male	
Female	
Transgender	
8. Religion : _____
9. Permanent Address : _____

10. Address of Correspondence : _____

11. Email Id. : _____

12. Contact Tel No. / Mobile No. : _____

13. Aadhar Card No. :

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14. Are you a Government Employee :

Yes	
No	

15. Whether Ex-Serviceman (ESM) :

Yes	
No	

Length of Service in the Armed Forces (in years):

Have you already joined a civil post by availing benefit of reservation for Ex-Serviceman, If yes, provide details thereof

16. Category :

UR	OBC	SC	ST	EWS	ESM

17. Whether seeking Age Relaxation :

Yes	
No	

18. Do you want to make your personal information available for accessing job opportunities in terms of DoP&Ts OM No.39020/1/2016-Estt.(P) dated 21 Jun 2016. :

Yes	
No	

19. (a) Education Qualification :

<u>Qualification</u>	<u>University/Board</u>	<u>Year of Passing</u>	<u>Total Marks secured</u>	<u>Percentage of Marks</u>
10 th Class/ equivalent				

20	(a) Technical Qualification (attach copy of Driving license):					
	<u>Qualification</u>	<u>Date of issue</u>	<u>License No</u>	<u>Issuing Authority</u>	<u>Valid upto</u>	
	Heavy Motor Vehicle Driving License					
21	(a) Experience (attach certificate) :					
	<u>Post held & Pay Scale</u>	<u>Office / institute</u>	<u>Period of Service</u>		<u>Total period in years & months</u>	<u>Nature of duties</u>
			<u>From</u>	<u>To</u>		
Identification mark (please write in the box)						

DECLARATION

I hereby declare that:

(a) The information furnished above is true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage my candidature / appointment shall be liable for cancellation/termination, without notice or any compensation in lieu thereof.

(b) I have ensured that, I fulfill eligibility criteria for the post applied for.

Date: _____ (Left hand Thumb impression) (Signature of the Candidate)

Place: _____