



F.No.3-102/Rec. Group C/JNRM/2023/

अंडमान तथा निकोबार प्रशासन

ANDAMAN & NICOBAR ADMINISTRATION

जवाहरलाल नेहरू राजकीय महाविद्यालय

JAWAHARLAL NEHRU RAJKEEYA MAHAVIDYALAYA

पोर्ट ब्लैयर PORT BLAIR.

Dated the April, 2023

VACANCY NOTICE

RECRUITMENT OF GROUP 'C' POSTS FOR "LABORATORY ASSISTANT" & LGC- (LIBRARY RESTORER) TO BE FILLED IN JNRM, PORT BLAIR BY CONDUCTING OPEN RECRUITMENT EXAMINATION ON 25.06.2023 (SUNDAY) TENTATIVE.

1. The JNRM, Port Blair has decided to conduct "Open Recruitment Examination on 25.06.2023 **(SUNDAY) TENTATIVE** for filling-up Group – 'C' vacant posts in JNRM, Port Blair as per the details given below, for which, applications are invited from the eligible candidates.

2. Details of Vacancies

Number of vacancies notified vide this publication in respect of various categories of Group-C posts are detailed in the **Annexure-I.**

3. Eligibility Conditions:

- (i) All candidates shall be required to apply in the prescribed proforma attached with the vacancy notice.
- (ii) The Departmental Candidates must also apply in the same prescribed proforma along with 'No objection Certificate's issued by the Head of the Department. The same must be produced at the time of verification of original certificates/documents.
- (iii) Applicant must be an Indian Citizen.

4. Age Limit:

The age limits for the posts as per Recruitment Rules of various Departments are:-

- (i) For Males -18 to 33 years
- (ii) For Females -18 to 38 years

Note: - A Candidate for this examination must have attained the age of 18 years and must not have attained the age over and above 33/38 years in respect of male/female candidates.

Besides the above, age relaxation in respect of reserved categories of aspirants permissible beyond the upper age limit are as detailed below:

Sl. No.	Category	Age-relaxation permissible beyond the upper age limit	Male	Female
01	ST	5 years	38 yrs	43 yrs
02	OBC	3 years	36 yrs	41 yrs
03	PwD (Unreserved)	10 years	43 yrs	48 yrs
04	PwD (OBC)	13 years	46 yrs	51 yrs
05	PwD (ST)	15 years	48 yrs	53 yrs
06	Ex-Servicemen (ESM)	03 years after deduction of the military service rendered from the actual age as on closing date of receipt of application.		
07	Relaxation for Government Servant	5 years		
08	Age relaxation to DRM and contract employees including SSCT.	In accordance with the instructions/ orders issued by the Andaman & Nicobar		

		Administration, vide Circular No.45/1998-PW dated 19.11.2011. Up to 40 years of age.
09	Age relaxation granted by the Competent Authority due to Covid - 19	One time age relaxation shall be granted as per the instruction of A & N Administration.

5. Educational & Other Qualifications prescribed for the post (s):-

As indicated against each post of Annexure-I.

6. Fee Payable: - No Fee is payable.

7. Centre of Examination: The Examination will be held (in **offline mode**) at the designated centres located at **Port Blair**.

Written Examination

Subject of the Written Examination, time allowed, and maximum marks for each subject will be as follows:-

Sl. No	Subject	No. of Questions (each question shall carry one mark)	Maximum Marks	Total Duration/ Timing for all candidates
I	General Intelligence & Reasoning	50	50	2 Hours 10.00 AM to 12Noon (No entry after 9.30 AM) and 2.00 PM to 4.00 PM (No entry after 1.30 PM)
II.	Numerical Aptitude	50	50	
III	General English	50	50	
IV	General Awareness	25	25	
V	Subject Oriented	25	25	
	TOTAL	200	200	

NOTE-I: There will be negative marking of 0.25 marks for each wrong answer. Candidates are, therefore, advised to keep this in mind while answering the questions.

Timings:-

In order to accommodate candidates, the written examination shall be conducted in two different timing as mentioned below.

Sl. No.	Total Duration/ Timing for all candidates	Examination for the post
1.	10.00 AM to 12.00 Noon	Laboratory Assistant
2.	02.00 PM to 04.00 PM	LGC (Library Restorer)

There shall be a single paper for all the five subjects, having: "Objective Multiple- Choice-type Questions". The Authorities Shall however, have full discretion to fix the minimum qualifying marks in one and all the subjects. The question paper in respect of subjects at Sl No.(i), (ii), (iv) & (v) above will be set in English and Hindi languages only.

INDICATIVE SYLLABUS:- FOR WRITTEN EXAMINATION

- (i) **General Intelligence & Reasoning:** - The test will include questions on similarities and differences, space visualization, problem solving, analysis, judgement, decision making, visual memory, discriminating observation, relationship concepts, figure classification, arithmetical number series, non-verbal series etc. The test will also include questions designed to test the candidate's abilities to deal with abstract ideas and symbols and their relationships, arithmetical computations and other analytical functions.
- (ii) **Numerical Aptitude:** Questions will be designed to test the ability of arithmetical computation of whole numbers, decimal and fraction and relationship between numbers. This test will also includes question on problems relating to percentage, ratios and proportions, average estimation, use of table and graphs, mensuration, time and distance, ratio and time etc.
- (iii) **English Language:** Questions in this test will be set to assess the knowledge of English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms etc. There may also be questions based on comprehension of a passage.
- (iv) **General Awareness:** Questions will be designed to test the ability of the candidate's general awareness of the environment around him and its application to the society. Questions will also be designed to test knowledge of current affairs, observations/experience and

elementary knowledge of computers. The test will also include questions relating to India and other countries especially, pertaining to History, Culture, Geography, Economics, Science, General Politics and Scientific Research etc.

(v) **Subject Oriented Paper:**

a. For Laboratory Assistant: Questions will be designed to test the ability of the candidate's in General Physics, General Chemistry, Basic Botany, Basic Zoology and the basic laboratory techniques.

b. For LGC (Library Restorer): Questions in this test will be set to assess the knowledge of Library Organisation and management, Reference Services and Document Bibliography, Organization of library Materials, Library Classification and Library Cataloguing.

9. **GENERAL INSTRUCTIONS TO BE COMPLIED WITH BY THE CANDIDATES IN THE WRITTEN EXAMINATION**

- (i) Candidates must write the papers/indicate the answers in their own hand.
- (ii) Candidates are not permitted to use calculators and other electronic gadgets. They should not, therefore, bring the same inside the Examination Premises/ Venue.
- (iii) If any candidate is found to possess mobile phones or any other means of wireless communication in the working (Switch on) or switched off mode, his/her candidature shall be cancelled forthwith.

10. **MODE OF SELECTION :**

Candidates will be short-listed on the basis of their performance and preferences in the Written Examination.

Success at the examination confers no right of appointment whatsoever unless the Institute is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects of appointment to the service/post and the decision in this regard shall be final & binding.

11. **RESOLUTION OF THE TIE CASES**

In cases where more than one candidate secures the equal aggregate marks, tie will be resolved by applying the following methods one after another:-

- (1) Date of birth i.e. the candidate older in age gets preference.
- (2) By referring to the alphabetical order of the names taking first name into consideration.

12. **ADMISSION TO THE EXAMINATION:**

All candidates who apply in response to this advertisement on or before the closing date & time will be scrutinized and Provisional Eligible List will be displayed on 01/06/2023 (Tentative). After further Claims and Objection, Final List will be displayed on 07/06/2023 (Tentative) and Admit Card will be issued. The Admit Cards will be made available in the Institution around 2 weeks before the Open Recruitment examination. In case, a candidate does not find his/her name in the above Eligible list, candidate must immediately contact the Chairman, Recruitment Committee, JNRM, Port Blair with proof of having submitted his/her application. Failure to do so shall deprive him/her of any claim for consideration subsequently.

The candidates must carry at least one photo bearing identity proof such as Driving License, Aadhaar Card, Voter Card, College/University ID Card, Income Tax PAN **in original and Admit Card issued from the Institution**, while attending the examination, failing which, they shall not be allowed to appear for the examination.

13. **Action against candidates found guilty of misconduct:**

While filling the application form, the candidates are cautioned that they should not furnish any particular that is false or suppress any material information. Candidates are also cautioned that they should in no case, attempt to alter or otherwise tamper with any entry in a document or the attested certified copy submitted by them, nor should they submit a tampered/fabricated document. If there is any inaccuracy or any discrepancy, in filling OMR Sheet, OMR Sheet will not be evaluated.

Without prejudice to criminal action/ debarment from the Administration examination wherever necessary, candidature will be summarily cancelled at any stage for a period of maximum 3 years of the recruitment in respect of candidates found having indulged in any of the following malpractices:-

- 1) In possession of MOBILE PHONE & ACCESSORIES AND OTHER ELECTRONIC GADGETS WITHIN THE PREMISES OF THE EXAMINATION CENTRES, WHETHER IN USE OR IN SWITCHED OFF MODE AND IN PERSON OR OTHERWISE.
- 2) Involved in various malpractices.
- 3) Using unfair means in the examination hall like copying, cheating etc.

- 4) Obtaining support for his / her candidature by any means.
- 5) Impersonate/ procuring impersonation by any person.
- 6) Submitting fabricated documents or documents which have been tampered with.
- 7) Making statements which are incorrect or false or suppressing material information.
- 8) Resorting to any other irregular or improper means in connection with his/her candidature for the examination.
- 9) Misbehaving in any other manner in the examination hall with the Supervisor, Invigilator or Institution representatives.
- 10) Taking away the Answer Sheet with him/her from the examination hall, or passing it on to unauthorized persons during the conduct of the examination.
- 11) Intimidating or causing bodily harm to the staff employed by the Institution for the conduct of examination.
- 12) To be ineligible for the Examination by not fulfilling the eligibility conditions mentioned in the Notice.
- 13) Candidature can also be cancelled at any stage of the recruitment on any other ground which, the Institution considers to be sufficient cause for cancellation of candidature.

13. THE RECRUITMENT COMMITTEE, JNRM, PORT BLAIR DECISION SHALL BE FINAL AND BINDING

The decision of the Recruitment Committee, JNRM, Port Blair 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 centre, selection and allotment of posts/organizations to selected candidates shall be final and binding on the candidates and no enquiry/correspondence shall be entertained in this regard.

15. COURTS JURISDICTION

Any dispute in regard to this recruitment shall be subject to Courts/tribunals having jurisdiction over the Institution/A & N Administration only.

- 16.** The results of the Written Examination/final result of the recruitment examination will be displayed in the Institution and print media.

17. IMPORTANT INSTRUCTIONS FOR THE CANDIDATES

- 1 Candidates are advised to go through the detailed instructions contained in this notice which are published in the Daily Telegram, may read carefully before applying.
- 2 Central Government Servant/Civilian employees, Departmental Candidates of A & N Administration claiming age relaxation should be in possession of a certificate from their office in respect of length of continuous service which should be for not less than three years in the immediate period preceding the closing date for receipt of application. They should continue to have the status of Central Government civilian employees / servants till the time of appointment, in the event of their selection.
- 3 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 will summarily be cancelled at the time of document verification or as and when comes into the notice of the Recruitment Committee, JNRM
- 4 The candidates seeking relaxation of Age in-terms of Administration's circular bearing No. 45/96-PW dated 06.06.2001 and 45/1998-PW dated 19.09.2011, must possess the required certificate issued by the Competent Authority.

18. Selection of Candidates:-

Final Selection for appointment to the post(s) notified herein, will be made on the basis of total marks secured in the written Examination.

19. How to apply.

The candidate should fill the Application form in the prescribed format. If the candidates desire to apply for both the post, the candidate may submit separate application for each post. The applications will be accepted **till 23/05/2023 (upto 4.30 pm)**. The candidates should provide all the mandatory details which, the application will not be accepted by the Institution.

Copies of documents with the Application to be submitted at the Institution before Closing Date of Application:

a. One copy of recent Passport size photograph.

b. Self-Attested copies of certificates in respect of:-

- i. Essential Qualification Certificate of the respective field and higher Education qualification in respect of the post applied for from the recognized board or University. **(Provisional certificate etc. shall not be entertained).**
- ii. Xth Pass Certificate issued by the CBSE or any other recognized Board of School Education indicating the date of birth. **(Provisional certificate etc. will not be entertained)**
- iii. OBC/ ST Certificate issued by any Revenue Authority Competent within the jurisdiction of A&N Administration for age relaxation.
- iv. Employment Registration Certificate/Card issued by the Competent Authority, under A & N Administration indicating registration number.

20. Closing Date for Application: - 23/05/2023 (Till 4.30pm).

21. Admission to the Examination: -

Before filling his/her application, the candidate must carefully read the eligibility conditions for the examination and satisfy himself/herself that he/she fulfills all eligibility conditions and should submit all requisite documents to avoid rejection of his/her candidature. Admit Card for the Written Examination indicating the Schedule Date, Time Table, Venue/ Centre of the Examination will be made available in the Institution 2 week before the date of Examination.

PRINCIPAL
JNRM, PORT BLAIR

Annexure-I

Sl. No	Name of the Post	Name of Dept.	Education Qualification		No. of Vacancies	Vertical Reservation				Horizontal Reservation		
			Essential qualification	Desirable		UR	ST	OBC	EWS	PwD	MSP	ESM
1	2	3	4	5	6	7	8	9	10	11	12	13
1	Laboratory Assistant	JNRM	B.Sc. Degree from a recognized University/ Institution.	i) 2 yrs. Professional experience in Laboratory work in any reputed Educational Institution/ Pharmacy.	01	01	0	0	0	0	0	0
2	LGC (Library Restorer)	JNRM	i) Senior Secondary Examination (XII Std) passed from a recognized Board/ Institution. ii). Diploma in Library Science from the recognized university/ Institutions. iii) Should qualify the written examination.	i) 2 yrs. Professional experience in Library. ii) Knowledge of Typewriting /Computer in Hindi/ English.	01	01	0	0	0	0	0	0

**RECRUITMENT TO GROUP 'C' POSTS UNDER JNRM
DEPARTMENTS IN THE UT ANDAMAN AND NICOBAR
ADMINISTRATION**

APPLICATION FORM

*(In the columns below, where boxes are
Provided **Put "✓" mark** wherever necessary in the
appropriate box)*

Paste here your recent PP size Photograph and put your full signature crossing the form.

Application No. (for office use) :			
Application for the post(s):-			
1.	Name of the candidate (in BLOCK Letters as recorded in SSCE (X th) pass certificate only)	First Name <input type="text"/>	Middle Name <input type="text"/>
		Last Name <input type="text"/>	
2.	Father's Name./Mother Name	Father's name <input type="text"/>	Mother's name <input type="text"/>
3.	Gender	1. Male <input type="checkbox"/>	2. Female <input type="checkbox"/>
		3. Others <input type="checkbox"/>	
4.	Marital Status.	1. Married <input type="checkbox"/>	2. Un- married <input type="checkbox"/>
5.	(a) Date of Birth (as recorded in AISSCE (X th) pass certificate by CBSE/ICSE/Any other Board).	Date <input type="text"/>	Month <input type="text"/>
		Year <input type="text"/>	
6.	Nationality		
7.	Permanent Address (In BLOCK LETTERS) (Village, Post office District and State, Telephone No. if any)		
8.	Address for communication. [Village, Post office District and State with Pin Code		
9.	Contact Mobile Nos. (10 digit) Email ID:	<input type="text"/>	
10.	Category		
11.	1. Are you seeking relaxation of age in terms of Admn's Circular dated 06.06.2001 & dtd 09.09.2011? 2. One time relaxation for COVID - 19. If so, submit all documentary evidences.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
12.	Do you possess essential/ minimum education qualification.	<input type="checkbox"/>	<input type="checkbox"/>
		Yes	No
13.	Educational Qualification (beginning with AISSCE (X th Std.)		
Sl. No	Name of Exam.	University/ Board	Marks obtained
			Year of passing

15.	Are you ever employed on <u>regular basis</u> in any department/ undertaking if yes give details. Name of post being held.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
		Post Held.....		
		Deptt.....		
16.	Your Employment Exchange Registration Number (If any)			
17.	Aadhar No.			

I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge, information and belief. I am fully aware that in the event of any information being found false or incorrect or ineligibility being detected before or after the examination, my candidature/ appointment is liable to be cancelled. I am aware that if I contravene this declaration, my application will be rejected, summarily by the Institution.

I have read these provisions carefully and I hereby undertake to abide by them.

I further declare that I fulfill all the conditions of eligibility regarding age limits, educational qualification etc. prescribed for appointment to the post.

Place:

Date:

(Signature of the applicant)