

RECRUITMENT NOTICE

HEADQUARTERS SOUTHERN NAVAL COMMAND, KOCHI

Applications are invited from candidate who fulfill the prescribed criteria for the undermentioned posts/vacancies available in various units located at Kochi, Aluva, Ezhimala, Coimbatore etc under Southern Naval Command, Kochi.

Sl No.	Post/Pay Scale	Age, Educational Qualification, Desirable Qualification, Experience	No. of Vacancies (Likely to change)				
1	2	3	4				
1	Assistant Store Keeper (Rs. 5200-20200 With Grade Pay 1900/-)	<p>Age : Between 18 to 27 years #</p> <p>Essential : Matriculation or equivalent</p> <p>Desirable : 2 Years experience in a workshop in any capacity</p>	Total No. of Vacancy 2	UR 2	Reservation OBC SC ST - - -		
2	Lower Division Clerk (Rs. 5200-20200 GP 1900/- [PB-1])	<p>Age : Between 18 to 27 years #</p> <p>Essential: 1. 12th class or equivalent qualification from a recognized Board or University. 2. Typing speed of 35 words per minute in English or 30 words per minute in Hindi, time allowed ten minutes, only on computers (35 words per minute and 30 words per minute correspond to 10500 KDPH/9000KDPH on an average of 5 key depression for each word).</p>	Total No. of Vacancy 15	UR 4	Reservation OBC SC ST 5 - 6		
3	Civilian Motor Driver (OG) (Rs. 5200-20200 GP 1900/- [PB-1])	<p>Age: Between 18 to 25 years #</p> <p>Essential: 1. Matriculation or equivalent from a recognised Board or Institution. 2. Must possess a Driving Licence for Heavy Vehicle and Motor Cycles. 3. Two years Practical experience in Heavy Motor vehicle (HMV) Driving</p> <p>Desirable: 1. Knowledge of 1st line maintenance</p>	Total No. of Vacancy 7	UR 5	Reservation OBC SC ST 1 1 -		
			01 vacancy reserved for Ex-servicemen & 01 Vacancy reserved for Partially Blind on horizontal basis				
			01 vacancy reserved for Ex-serviceman on Horizontal Basis				

- 2 -

Sl No.	Post/Pay Scale	Age, Educational Qualification, Desirable Qualification, Experience	No. of Vacancies (Likely to change)				
4	Laboratory Technician (Rs. 5200-20200 GP 2400/- [PB-1])	Age: Between 18 to 35 years # Essential BSc with Chemistry as one of the subject and training in Laboratory work for minimum period of 6 months OR Matriculation or equivalent with Physics and Chemistry as subjects and Diploma of Laboratory Technician (Hospitals) from State Medical Faculty OR In the case of Ex-serviceman Matriculation or special Army certificate of Education and a recognised classification as Laboratory Technician Class-I or class II or equivalent in the Army/Navy/ Air Force	Total No. of Vacancy	UR	Reservation		
					OBC	SC	ST
			2	2	-	-	-
5	Telephone Operator Gde-II (Rs. 5200-20200 GP 2000/-[PB-1])	Age: Between 18 to 27 years # Essential: 1. Matriculation or equivalent from a recognised Board/Institution with English as a compulsory subject. 2. Proficiency in handling of PBX Board. Desirable: Fluency in spoken English.	Total No. of Vacancy	UR	Reservation		
					OBC	SC	ST
			2	1	1	-	-
6	Pharmacist (Rs. 5200-20200 GP 2800/-[PB-1])	Age: Between 18 to 32 years # Essential: 1. Matriculation or equivalent 2. Registered under class (c) of section 31 or section 32 of the Pharmacy Act 1948.	Total No. of Vacancy	UR	Reservation		
					OBC	SC	ST
			1	-	1	-	-
7	Supervisor Gde-III (Canteen) (Rs. 5200-20200 GP 1900/- [PB-1])	Age: Between 18 to 27 years # Essentials: 1. Matriculation or equivalent examination with one year Diploma in Book Keeping/Store Keeping Cash Accounting OR equivalent 2. Three year experience in the trade	Total No. of Vacancy	UR	Reservation		
					OBC	SC	ST
			1	-	-	1	-

No.	Post/Pay Scale	Age, Educational Qualification, Desirable Qualification, Experience	No. of Vacancies (Likely to change)				
			Total No. of Vacancy	UR	Reservation		
					OBC	SC	ST
8	Electroplater (SK) (Rs. 5200-20200 GP 1900/- [PB-1])	<p>Age: Between 18 to 25 years #</p> <p>Essential: 1. Matriculation or equivalent from a recognised Institution or Board with Knowledge of English 2. Should have completed Apprenticeship training in the trade. OR Mechanic or equivalent with two years regular service in the appropriate Technical Branch of the Army, Navy and Air Force.</p>	4	3	1	-	-
9	Cook (Rs. 5200-20200 GP 1900/- [PB-1])	<p>Age: Between 18 to 27 years #</p> <p>Essential: 1. Matriculation or equivalent from a recognised Board/Institution with one year experience in the trade.</p>	1	1	-	-	-
10	Salesman/Bearer (Rs. 5200-20200 with GP 1800/- [PB-1])	<p>Age: Between 18 to 27 years #</p> <p>Essential: 1. Matriculation or equivalent from a recognised Board or Institution with 06 months experience in the trade.</p>	6	2	2	1	1
11	Printer Compositor (Rs. 5200-20200 with GP 1900/- [PB-1])	<p>Age: Between 18 to 32 years #</p> <p>Essential: 1. Matriculation or equivalent from a recognised Board or Institution. 2. Proficiency Certificate in Printing Composition 3. Two years experience in the appropriate field</p>	1	1	-	-	-
12	Lascar I Class (Rs. 5200-20200 with GP 1800/- [PB-1])	<p>Age: Between 18 to 37 years #</p> <p>Essential: 1. Matriculation or equivalent from a recognised Board or Institution 2. 03 Years service on a ship/craft</p>	3	-	-	-	3

- Age limit prescribed is as on the last date for receipt of application.

M

Applications in A4 size paper typed in English/Hindi in the prescribed format given below together with copies of certificates **duly attested by a Gazetted Officer** in support of Age Educational Qualifications, Experience, Caste (wherever applicable), Discharge Certificate/NOC (for Ex-serviceman), 02 additional photographs (name of candidate should be written on the back of photos) should reach "**The Flag Officer Commanding-in-Chief {for SO(CRC)}, Headquarters, Southern Naval Command, Kochi -682 004, Kerala**" within **21 days** from the first date of publication of advertisement and **28 days** in respect of applicants 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 and Andaman & Nicobar Islands, Lakshadweep & Kavaratti Islands. The envelope containing the application should be clearly superscribed in capital letters with the name of the post applied for, category viz., SC/ST/OBC/UR/EXS as applicable as follows:-

"APPLICATION FOR THE POST OF _____ & CATEGORY" _____

Note:-

- (1) **Age Relaxation:** (admissible for following categories):
- | | | | |
|-------|--|---|--------------------------------------|
| (i) | For SC / ST | : | Relaxation up to 05 (Five) years. |
| (ii) | For OBC | : | Relaxation up to 03 (Three) years. |
| (iii) | For PH (UR Category) | : | Relaxation up to 10 (Ten) years |
| (iv) | For PH (SC/ST Category) | : | Relaxation up to 15 (Fifteen) years |
| (v) | For PH (OBC Category) | : | Relaxation up to 13 (Thirteen) years |
| (vi) | Age relaxation admissible to widows and women separated from their husbands but not remarried, for appointment in Group 'C' posts is as under: - | | |
- UR – 35 Yrs, OBC-38 Yrs, SC/ST – 40 Yrs**
- (vii) Age relaxation to apprentices to the extent of the period for which the apprentice had undergone training
- (2) Applicants who are working in Central Govt./State Govt. / PSUs/ Autonomous Body should apply through proper channel along with **No Objection Certificate (NOC)** from his/her present employer.
- (3) Applications unsigned or incomplete in any respect or not accompanied by any of the above documents will be rejected summarily.
- (4) Application should be dispatched through Govt. Postal service only. Candidates are advised **Not to Send** applications through private courier services. The Department shall not be responsible for late / non receipt of application, call letters for examination / interview etc. and application received after due date will not be considered.
- (5) Number of vacancies are subject to change at the discretion of Competent Authority without intimation and without assigning any reasons thereof, at any time during the course of recruitment.
- (6) In case the applications received are in large number, the competent authority does reserve the right to select the criteria for short listing the candidates to be called for written test/interview/any other test as relevant.

- 5 -

- (7). Canvassing in any form and / or bringing in any influence (political or otherwise) will render rejection of applications without notice. No routine queries / correspondence regarding any individual applications will be entertained.
- (8) Persons claiming age relaxation should submit attested copies of appropriate certificates alongwith the application.
- (9) Only selected candidates will be intimated of their selection.
- (10) Selected candidates are liable to serve anywhere in India.
- (11) The candidates applying for the vacancies should ensure that they fulfill all the eligibility conditions for the post. Their admission at all stages of the selection will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If, on verification, at any time before or after the written examination and interview, it is found that they do not fulfill any of the eligibility conditions, their candidature for the selection will be cancelled forthwith.
- (12) Separate application is to be sent for each post.
- (13) Decision of Appointing Authority is final on any matter pertaining to this recruitment.
- (14) In case of OBC, the caste certificate, inter alia must specify that the candidate does not belong to 'Creamy Layer'.
- (15) Selection procedure: -
 - (a) By Written Test,
 - (b) Practical, Physical tests etc wherever applicable.
 - (c) Interview.
- (16) Abbreviations used: - (SC-Scheduled Caste, ST-Scheduled Tribe, OBC-Other Backward Class, UR-Unreserved).

- 6 -

- 6 -
Application Form

Application for the post of _____

Photo
Attested
by a
Gazetted
Officer is to
be pasted

1. Name in full (in block letters) :
2. Father's Name :
3. Date of Birth :
4. Sex :
5. Nationality :
6. Religion :
7. Category (UR/SC/ST/OBC)
(Attach caste certificate in case of reserved Category)
8. Sub Category i.e. PH/EXS :
(a) Specify Disability, if PH (OH/VH/HH) :
(b) Percentage of Disability :
(Attach attested copy of relevant certificate)
9. Complete Address for communication with
Pin Code :
10. Permanent Address in full with PIN Code :
11. Educational/Technical Qualification :
(Attach attested copies of relevant certificates)

Examination Passed	Year	% of marks	Subjects	Board/ University
-----------------------	------	------------	----------	----------------------

12. Experience

Organisation/ Establishment Served	Post Held	Period		Description of work
		From	To	

13. Email ID for correspondence :

DECLARATION

I do hereby declare that the information given in this application is true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility detected before or after test, my candidature will stand forfeited.

Place:

Signature of Candidate

Date:

Encl:

day 10702/11/0071/1314