

RASHTRIYA MILITARY SCHOOL (RMS) AJMER
EMPLOYMENT NOTICE FOR THE VARIOUS POSTS IN GROUP "C" CATEGORY

1. Applications are invited for the following post(s) from citizen of India, who are fulfilling the requisite qualifications/specifications as mentioned below on plain paper duly typed or neatly handwritten in the prescribed format alongwith D/D of Rs.50/- only. Applications complete in all respect along with all the requisite documents, duly attested by a Gazetted Officer, should be addressed to the Principal, Rashtriya Military School Ajmer, (Raj) PIN-305001.

Sl. No	Name of the Post & Pay Scale	Group	No. of Posts	Category	Qualification Essential
1	LDC (5200-20200) Grade Pay.1900 Age- 18 to 25 Years	'C'	01	UR	(a) 12 th Class or equivalent qualification from a recognized Board or university. (b) English Typing @ 35 w.p.m on computer. OR (c) Hindi Typing @ 30 w.p.m on computer (35 words per minute and 30 words per minute corresponding to 10500/9000 KDPH on an average of 5 key depressions for each word. Provided that:- (a) a person not possessing the said qualification in typewriting may be appointed subject to the condition that he will not be eligible for drawing increment in the pay scale or for confirmation in the grade till he acquires the prescribed speed in typewriting either in English or in Hindi : and (b) a physically handicapped person who is otherwise qualified to held a clerical post but does not possess the said qualification in the type writing may be appointed subject to the condition that a Civil Surgeon or equivalent certifies that the said handicapped person is not in a fit condition to be able to type.
2	Lab Asstt. Chemistry (5200-20200) Grade Pay.2000 Age- 18 to 27 Years	'C'	01	UR	Matriculation from a recognized Board or institution with Physics and Chemistry as Principal subjects.
3	Tailor (5200-20200) Grade Pay.1800 Age- 18 to 27 Years	'C'	01	UR	(a) Matriculation (10 th class Board Examination) from a recognized Board or institution. (b) One year Experience as a Tailor.
4	Watchman (5200-20200) Grade Pay.1800 Age- 18 to 25 Years	'C'	01	OBC	(a) Matriculation pass or equivalent From recognized Board. (b) Conversant with the duties of watchman the respective trades with one Year's experience in the trade.

Application complete in all respects should reach the school on or before 14 Apr 2014 (within 45 days of publishing date of this advertisement in employment News 1-7 Mar 2014). The application form can also be purchased from the School Office during working hours from 8 A.M. to 2 P.M. on payment of Rs.50.

2. The number of vacancies mentioned above is provisional. The Rashtriya Military School Ajmer reserves the right to change the number of vacancies if necessary.

3. Reservation for ex-servicemen falls under category of horizontal reservation which cut across vertical reservation i.e. reservation for SC/ST/OBC (in what is called interlocking reservation). The person selected against the Ex-serviceman/PH quota has to be placed in the appropriate category of General (unreserved), SC/ST/OBC as the case may be.

Sl. No.	INFORMATION ABOUT IMPORTANT REQUIREMENTS	
1.	Age Relaxation	<u>Relaxation for age limit:</u> (a) The upper age limit relaxable for Govt servants and ex-servicemen candidates as per existing Govt rules in this regard. (b) For SC/ST candidates five years. (c) For OBC candidates three years(on production of non creamy layer certificate) (d) For PH candidates ten years.
2.	Fees	(a) Crossed Indian Postal Order (IPO)/DD of value of Rs.50/- (Rupees Fifty only) in favour of the Principal, Rashtriya Military School Ajmer, payable at Ajmer. (b) Candidates belonging to SC/ST//PH and Ex-serviceman are exempted from application fee. The Postal Order should be issued on or after the date of publication of the advertisement. The application fee is non-refundable.
3.	Photographs	One recent coloured passport size photograph (with date and name) is to be pasted on the space earmarked in the application format. Besides, two additional photographs duly self attested (on front side) are to be enclosed separately with the application.
4.	Crucial date	The crucial date for determining the age limit shall be the last date of receipt of application 14/04/2014.
5.	Closing Date	The closing date for receipt of completely filled applications is before 14 Apr 2014.
6.	Enclosures	(a) Affix Single passport size photograph on Application Form, duly attested by a Gazetted Officer. (b) Photocopy of all marks sheet, experience certificates, testimonials etc duly attested. (c) Two self addressed envelope with Rs.36/- Stamp affixed on them. (d) Photocopy of Cast Certificate/Non creamy layer certificate in case of OBC duly attested. (e) Two Self Attested Photograph (f) Certificates of Date of Birth.

4. **Scheme of Examination for LDC and Lab Assitant:** The selection will be made strictly on the basis of merit. The selection process will comprise of written test (150 marks) and Skill test (50 marks) Final merit will be decided on the basis of marks obtained in the written test, skill test. The question papers of Written Test will be of the level of Essential Qualification.

5. **Scheme of Examination for Tailor and Watchman:** The selection will be made strictly on the basis of merit. The selection process will comprise of written test and skill test. Final merit will be decided on the basis of marks obtained in the written test and skill test. The skill test will be of 50 Marks.

Paper	Subject	No of Questions	Marks	Duration of Examination
Paper-I	General Intelligence & Reasoning(Objective Multiple Choice Type)	25	25	
Paper-II	General Awareness (Objective Multiple Choice Type)	50	50	
Paper-III	General English (Objective Multiple Choice Type)	50	50	
Paper-IV	Numerical Aptitude (Objective Multiple Choice Type)	25	25	

The question papers of Written Test will be bilingual i.e. English and Hindi. However, the questions on the portion of English Language subject will be in English only.

6. **Syllabus for Examination for Tailor and watchman:**

(a) **General Intelligence:** The question will be of 10th standard and would include questions of non-verbal type. The test may include questions on analogies, similarities and differences, space visualizations, problem solving, analysis, judgment, decision making visual memory, discrimination, observation, relationship concepts, figure classification, arithmetical number series, non-verbal series. The test will also include questions designed to test the candidate's abilities to deal with abstract ideas and symbols and their relationship, arithmetical computation and other analytical functions.

(b) **General Awareness:** The questions will be of 10th standard. The questions will be designed to test the ability of candidate's general awareness of the environment around him/her and its application to society. Questions will also be designed to test knowledge of current events and of such matters of everyday observation and experience in their scientific aspects as may be expected of 10th standard person. The test will also include questions relating to India and its neighboring countries especially pertaining to Sports, history, Culture, Geography, Economic Scene, General Polity including Indian Constitution, and Scientific Research etc. These questions will be such that, they do not require a special study of any discipline.

(c) **Numerical Aptitude:** This paper will include questions on problems relating to Number systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental Arithmetical Operations, Percentages, Ratio and Proportion, Averages, Interest, Profit and Loss, Discount, use of Table and Graphs, Mensuration, Time and Distance, Ratio and Time, Time and Work etc.

(d) **English Language:** The questions will be of 10th standard. Candidate's understanding the Basics of English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage, etc. his/her writing ability would be tested.

7. **Important Instructions to the Candidates/Applicants:**

- (a) Date of examination will be intimated to the eligible candidates later on.
- (b) Candidates appearing for written test/skill test and interview will travel on their own expenses. However, SC/ST candidates will be paid traveling allowance of second class (IInd Class) railway/bus fare as per rules for onward and return journey performed by shortest route provided the distance traveled is more than 30 Kms on production of journey details as well as railway receipt/bus fare tickets.
- (c) Persons working in Central/State Govt/PSU must apply through proper channel along with the certificate from their establishment that no disciplinary action is contemplated/pending against them and that they have no objection in releasing them in case of selection.
- (d) **New entrants to Government Service, entering on or after 01 Jan 2004 are governed by the New Defined Contribution Pension System (known as New Pension Scheme).**
- (e) The Principal, Rashtriya Military School Ajmer shall not be responsible for any postal delay or failure.
- (f) The Principal, Rashtriya Military School Ajmer reserves the right to change the number of vacancies if necessary.
- (g) If the number of applications received in response to the advertisement is large and is not be convenient or possible to arrange the examination for all the candidates, **The Principal Rashtriya Military School Ajmer reserves the right to restrict the number of candidates to a reasonable limit on the basis of percentage of marks obtained in the prescribed minimum essential qualifications.**
- (h) The candidates must clearly super scribe "Application for the post of _____ on the top of the envelope in Capital letters. The reserved category candidate including ex-servicemen and PH should also write their category on the left hand corner of the envelope.
- (j) Ex-servicemen certificate should have been issued by the Competent Authorities. A copy of Discharge Certificate should also be enclosed. The Ex-servicemen candidate applying for the post should also have to give an Undertaking in the format given below as Appendix-I.
- (k) Candidates applying against a reserved post must enclose supportive documents viz caste certificate, disability certificate, non-creamy layer certificate in case of OBC etc. in support of their claim of belonging to the reserved category. Only attested copies of certificates (from Gazetted Officer) in support of Educational Qualification/Technical Qualification, Experience, caste, date of birth, PH and ex-servicemen are to be enclosed with the application.
- (l) **Incomplete or unsigned application and without Left/Right Thumb Impression or applications not accompanied by attested copies of certificates or application received at Rashtriya Military School, Ajmer after the last date of receipt of application or without two additional photographs duly self – attested will be summarily rejected and no correspondence in this regard will be entertained.**
- (m) The applications can be filled by the candidates either in English or Hindi.

8. **Caution to all Applicants**

Some unscrupulous elements may approach you with the assurance of procuring appointment for you in the Rashtriya Military School Ajmer through illegal gratification. You must not fall prey to such elements in any way. It is emphasized and reassured that the selection test and exercise will be done on merit only in a transparent manner.

(Administrative Officer)
Rashtriya Military School
AJMER

PROFORMA OF APPLICATION FOR THE VARIOUS POSTS IN GROUP "C"
CATEGORY IN RASHTRIYA MILITARY SCHOOL (RMS) AJMER

Application for the post of

Ref : Employment Newspaper Advertisement No EN 48/16 page No 48 Dated 1-7
March 2014

To

The Principal
Rashtriya Military School
Ajmer (RAJ)
Pin -305001

Photo Size
3.5 X 3.5 cm
Duly attested by
Gazetted Officer

1. Full Name (in Block Letters):(Eng).....
(As written in SSC Certificate)
(Hindi).....
2. Father's/Mother's /Husband's Name (in Block letters):.....
3. Date of Birth (as per the School Certificate):.....
4. Age (as on 14 Apr 2014):.....Years.....months.....days.
5. Write category to which you belong to SC/ST/OBC):.....
(Enclose certificate on prescribed format)
6. Whether ex-serviceman, if yes give details i.e. length of service along with
service discharge certificate.....
7. Whether Physically Handicapped (also indicate the type of disability)
.....
8. Nationality :.....
9. Religion :.....
10. Address and Pin code in full for communication with nearest Railway Station
(Mandatory).....
.....
.....Pin Code.....
11. Telephone No :(a) STD Code: Landline No.....
(b) Mob. No :(Mandatory)
12. E-mail ID :(Mandatory)

Contd....2/-

13. Details of Academic/Technical & Professional Qualifications :

Name of the Exam Passed	Year of Passing	Name of Recognized University/Board of Examination	% of Marks obtained	Division	Remarks

(Attested copies of certificate in support of above are to be enclosed)

14. Experience if any (please attach certificate):.....

15. Whether Govt Servant, if yes, give details of post held, pay Scale and Date of entry in Govt Service :

16. Whether registered in employment office, if yes, give details

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Declaration

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

(Signature of the candidate)

Name:.....

- Encl: (a) Two Self-Attested Photographs
(b) Postal Order/DD No.....& Date.....for Rs.50.
(c) Attested copies of certificate: () sheets
(d) Two self addressed envelope with Rs.36/- Stamp affixed on them.



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

Declaration of OBC candidates only

(Similar endorsement should be given in the caste certificate from the competent authority)

"I.....Son/Daughter of
Shri.....
Resident.....of
Village/Town/City.....
District.....State..... Hereby declare than I belong to
thecommunity which is recognized as a backward class
by the Government of India for the purpose of reservation in services as per orders
applicable to the concerned State. It is also declared that I do not belong to
persons/Sections/Creamy Layer).

Place: (Signature of the Candidate)
Name:.....
Date:

Appendix I

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

I understand that, if selected on the basis of the recruitment/examination to which this application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the appointing authority that I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen (Re-employment in Central Civil Services and Posts) Rules, 1979, as amended from 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 and 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.

Place : (Signature of the Candidate)
Name:.....
Date :