



OFFICE OF THE CANTONMENT BOARD  
CHAKRATA CANTT.  
कार्यालय छावनी परिषद, चकराता  
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Dated: 30<sup>th</sup>

December, 2022

### EMPLOYMENT NOTICE

Online applications are invited for direct recruitment to the following vacant post in the Cantonment Board, Chakrata. The interested candidate fulfilling the eligibility criteria can apply online through website/portal <https://www.mponline.gov.in> and <https://Chakrata.cantt.gov.in>. The Cantonment Board, Chakrata is an autonomous local body & services of its employees are governed by the Cantonment Board Employees Service Rules, 2021 as amended from time to time. UK state Govt. employee Rules are not applicable on employees of Cantonment Board, Chakrata. No offline application will be accepted.

#### 1. Details of posts:-

Sr. No	Name of Posts	No. of Post	Category	Age limit	Pay Scale Rs.	Essential Educational Qualification
1.	Junior Engineer	01	UR	21-30	Level-6 (34500-112400)	Diploma in Civil Engineering. Or equivalent.
2.	Sanitary Inspector	01	UR	21-30	Level-6 (34500-112400)	B.Sc and one year Diploma in Hygiene and sanitation or equivalent from State Health Institute or from any other Institute recognized by the Govt.
3.	Line Men	01	UR	21-30	Level-2 (19900-63200)	ITI Diploa in (Electrical)
4	Junior Clerk	01	OBC	21-30	Level-3 (21700-69100)	01. Intermediate 02. English Typing Speed 35 WPM and Hindi Typing Speed 25 WPM.
5	Assistant Teacher (Primary)	02	01-OBC 01- ST	21-30	Level-6 (34500-112400)	01. Bachelor's degree from a University established by law in India. 02. Training Qualifications: B.ed/ BTC/ DL.ed from

						recognized University. 03. Must have passed UTET/CTET -I <sup>st</sup> .
6	Assistant Teacher (LT) (Science and English)	02	01-OBC 01-UR	21-30	Level-7 (44900-142400)	01 Bachelor's degree from a University established by law in India, with Subject's CBZ & English. 02. Training Qualifications: B.ed from recognized university or equivalent. 03. Must have passed UTET/CTET-II <sup>nd</sup> .
7	Forester	01	UR	21-30	Level-5 (29200-92300)	Intermediate (with Agriculture or science) from any Board/Council established by law in India or equivalent examination thereof.
8	Forest Guard	01	OBC	21-30	Level-2 (19900-63200)	Intermediate from any Board/Council established by law in India or equivalent examination thereof.

2. The detailed advertisement is available on the website/portal <https://www.mponline.gov.in> and <https://Chakrata.cantt.gov.in>. before submitting the online application candidates should go through the detailed Advertisement thoroughly. The details of essential and desirable educational qualification, age/reservation criteria, cut off dates for submission of application etc. have been clearly and elaborately mentioned in the detailed advertisement thoroughly and follow/adhere to same carefully.

3. In case of any guidance/information /clarification regarding their application candidature etc. Candidates can contact on following :-

- i. Email ID – [ceochak-stats@nic.in](mailto:ceochak-stats@nic.in)
- ii. Contact No.- 01360-272220



(R.N.Mandal)  
Chief Executive Officer  
Chakrata Cantt.

## 2. Age Limit:-

The age limit will be considered as on **01.07.2022**. No age relaxation will be given to OBC/SC/ST for any vacancy against UR category. Age limit as per existing rules under The Cantonment Board Employee Service Rules, 2021 is 21-30 years & age relaxation for the reserved categories is given below.

Sl. No.	Category	Extent of age Concession
01	UR/EWS	21 to 30
02	Other Backward Class	21 to 33
03	Scheduled Caste and Schedules Tribes	21 to 35
04	Ex-Serviceman (UR/General)	03 Year after deduction of the military service rendered from the actual as on 01.07.2022
05	Ex-Serviceman (OBC)	06 Year after deduction of the military service rendered from the actual 01.07.2022
06	Ex-Serviceman (SC/ST)	08 Year after deduction of the military service rendered from the actual.
07	Departmental Candidate (General/UR) who have rendered at least 03 year of continuous service as on 01.07.2022	Up 40 years
08	Departmental Candidate (OBC) who have rendered at least 03 year of continuous service as on 01.07.2022	Up 43 years
09	Departmental Candidate (OBC) who have rendered at least 03 year of continuous service as on 01.07.2022	Up 45 years
10	PwD (Unreserved)	40 years
11	Pwd (OBC)	43 years
12	Pwd (SC/ST)	45 years

**3. Mode of Selection:** For all above post (Except Junior Clerk, Forester and Forest Guard) written test only. For the post of Junior Assistant/Forester/Forest Guard after written test, there will be qualifying Skill/PET test of top 10 shortlisted candidates from written test or as decided by the recruitment committee

The selection of candidates for appointment to these posts will be made by multiple choice objective types. **The questions for examination for all post will be in English and Hindi.**

Answer to the questions will have to be marked on **OMR sheet**. There will be no interview. Date, Time & Venue for Written /Skill test will be intimated on website/portal <https://www.mponline.gov.in> and/or <https://Chakrata.cantt.gov.in> in due course of time. Candidates are required to visit website/portal <https://www.mponline.gov.in> and <https://Chakrata.cantt.gov.in> regularly to check time schedule for written test.

- i) The final selection of these posts will be based on marks secured in the written and skill test. Candidates who qualify in the written test and skill test will be called for verification of documents. Candidates will be disqualified in case of non-verification of documents or any difference in details as mentioned in online form.

- ii) At the time of written test, candidates should bring their Photo Identity proof along with Admit Card.
- iii) **Penalty for wrong answers:** Candidates should note that for each wrong answer, one fourth of the marks assigned to that question will be deducted as penalty.

**4. Scheme of examination:**

Post Details	Written Examination (Objective Type)	No. of Questions 100 (Each One mark)	Duration
Junior Engineer	General intelligence and reasoning	50	90 Minute
	General awareness		
	Numerical aptitude		
	English Comprehension		
	Course of Diploma in Civil Engineering related	50	
Sanitary Inspector	General intelligence and reasoning	50	90 Minute
	General awareness		
	Numerical aptitude		
	English Comprehension		
	Course of Degree in B.Sc.(Chemistry/Agriculture /Animal Husbandry) and Course of Diploma in Sanitation and Hygiene.	50	
Linemen (Electrical)	General intelligence and reasoning	50	90 Minute
	General awareness		
	Numerical aptitude		
	Gen. English/ Gen. Hindi	50	
	Course of ITI (Electrical)		
Junior Assistent	General intelligence and reasoning	50	90 Minute
	General awareness		
	Numerical aptitude		
	Gen.English / Gen. Hindi	50	
	Course of Intermediate & Course of Computer Concepts		

Assistant Teacher (Primary)	General intelligence and reasoning	50	90 Minute
	General awareness		
	Numerical aptitude		
	English Comprehension		
	Course of Bachelor Degree in Education B.ed and other related course.	50	
Assistant Teacher (LT) (Science and English)	General intelligence and reasoning	50	90 Minute
	General awareness		
	Numerical aptitude		
	English Comprehension		
	Course of Bachelor Degree in Education B.ed and other related course.	50	
Forester	General intelligence and reasoning	50	90 Minute
	General awareness		
	Numerical aptitude		
	English Comprehension		
	Course of Intermediate (with Agriculture or science)	50	
Forest Guard	General intelligence and reasoning	50	90 Minute
	General awareness		
	Numerical aptitude		
	English Comprehension		
	Course of Intermediate and related	50	

**Physical Test For the post of Forester and Forest Guard.**

Description	Qualifying Criteria (Time)	
	Male	Female
25 km race for male candidates	Max. 04 Hours	Max. 04 Hours
<b>And</b>		
14 km race for female candidates		

**Physical Measurement for the post of Forester and Forest Guard**

Gender	Height	Chest
Male	163 cm	05 cm expansion for male candidate
Female	150 cm	

#### 5. Application Fee:

Sr. No.	Category	Fee
1.	General/ Unreserved	Rs. 1000/-
2.	Ex-Servicemen / Departmental Candidates (UR/OBC/SC/ST)	Rs. 800/-
3.	OBC	Rs. 500/-
4.	SC/ST	Rs. 300/-
5.	PWD (Person with Disability)	NIL

Note- M.P. online Portal Charge- Rs.170 + 18% GST.

#### 6. Mode of Applications:

Online Applications complete in all respect will only be accepted. Any application received from any other source shall not be entertained and will be summarily rejected.

**Note** - Applications which are incomplete in any respect, not accompanied by requisite photographs, Signature, essential qualification or without requisite fee or not properly filled are liable to be summarily rejected. No correspondence in this regard would be entertained.

#### 7. Important Dates and details:

Commencing date for Submission of Online Applications	<b>20.01.2023</b>
Last date of receipt of Online Applications	<b>18.02.2023</b>
Exam Centre	Chakrata Cantonment and Chakrata City only
Date of Admit Card Download	To be intimated on website/portal

#### 8. Admit-Card / Call letter for Written Test: -

Applications will be scrutinized and only eligible candidates would be intimated online at website <https://Chakrata.cantt.gov.in> and <https://www.mponline.gov.in> about the date, time and venue for conduct of Test. Tentatively exam will be conducted after 15 days form the last date of filling application. Further, the admit card will be generated online for eligible Candidates, which can be download by the candidates. Candidates are required to visit website/portal <https://Chakrata.cantt.gov.in> and <https://www.mponline.gov.in> regularly to check any information or any amendments or updates regarding said recruitment and time schedule for Written Test.

#### 09. Eligibility Criteria: -

- The candidate must be a citizen of India.
- The candidate must fulfill the minimum essential qualifications like educational qualification, age, etc. as stipulated in this advertisement.

iii) Candidate should not have been barred from appearing in any Govt. exam by any Govt. authority/Court.

iv) There should be no criminal case pending/contemplated against the candidate and He/She should not been convicted in any criminal case in post.

#### **10. General Conditions:-**

a) The service of the appointed candidate / person will be governed under the Cantonment Board Employees Service Rules, 2021 as amended from time to time, Cantonments Act, 2006, New Pension Scheme as amended from time to time by the Central Govt.

b) Probation Period:- Appointment of selected candidates shall be provisional as per the Cantonment Board Employees Service Rules, 2021 as amended from time to time. The appointment will be provisional for a period of 2 years (i.e. The Selected candidate will be appointed as probationer to the post)

c) No conveyance, TA/DA or any other allowance will be paid for appearing for the written test/Skill test.

d) Candidates already serving in any recognized institution, autonomous body or Central/State Government undertaking should apply through proper channel and should submit such documents along with departmental NOC (No objection certificate) from the authorized body at the time of verification of documents.

e) The above posts are on permanent basis and probation period will be as per rules. The CEO reserves the right to accept/reject any or all the applications without assigning any reasons thereof.

f) Applications and fee payment received through offline mode will be summarily rejected and the candidates are advised to apply only through online.

g) The appointment authority shall draw a reserve panel / waiting list in addition to the number of candidates selected as per the notified vacancies. The reserve panel / waiting list shall be valid for a period of one year from the date of declaration of result and the vacancies arising due to non-acceptance of the offer of appointment, candidates not joining the post after acceptance of appointment or the candidates not being found eligible for appointment after verification of documents / certificates or due to resignation of selected candidate(s) within one year of joining the post, shall be filled-up from this reserve panel / waiting list.

h) The candidates should note that their admission to the examination will be purely provisional based on the information given by them in the Application Form. This will be subject to verification of all the eligibility conditions by the Competent Authority.

i) If there is more than one candidate in the same category having equal marks in the merit list, the candidate older in age will get preference.

j) The final selection of the candidate is subject to the medical fitness certificate to be issued by the medical officer of Chakrata Cantonment Board.

k) The Cantonment Board reserves the right not to fill up any of the posts advertised without assigning any reason. All post are subject to final sanction form the competent authority.

l) The Cantonment Board shall verify the antecedents or documents submitted at any time, at the time of appointment or during the tenure of the service. In case, it is found that any document

submitted is fake or the candidate has clandestine antecedents / background and has suppressed the said information, his/ her services shall be terminated forthwith.

### **11. Documents required at the time of Scrutiny of documents along with online Generated Applications :-**

After considering the merit list, the shortlisted candidate will be called for verification /scrutiny of documents. The following original Documents / Certificates and one set of self-attested copies, along with hard copy of print out of online application are to be produced at the time of verification/scrutiny of documents.

- (a) Computer Generated application from duly signed by the candidate.
- (b) Two latest color passport size photographs.
- (c) Original Certificates of requisite academic qualification with detail marks.
- (d) Address proof
- (e) Aadhaar Card
- (f) Caste/category certificate, if any
- (g) Proof of Date of Birth.

Candidates must carry the Originals & photo copies of all the above documents for verification while appearing for scrutiny of documents.

The original documents as mentioned above of the shortlisted candidates will be checked & verified at office of the Chakrata Cantonment Board and further the appointing authority will undertake an exercise of verification of character and antecedents of the Candidates. The appointment will be provisional and subject to verification of Character and antecedents of the Candidate. It may be noted that document verification is just another stage in the selection process. Merely being called for verification of documents does not indicate that his / her name will appear in the final merit list. Candidature of candidate may be cancelled at any stage and no correspondence in this regard will be entertained. Decision of the competent appointing authority would be final with regard to all matters connected with the recruitment including reserving the right to cancellation of recruitment process at any stage and no correspondence in this regard will be entertained.

### **12. Rejection:-**

The following acts of commission would render the candidature/ application as disqualified / rejected:-

- (a) Not meeting the laid down mandatory essential qualifications.
- (b) Furnishing of false, inaccurate or tampered information.
- (c) Obtaining support for his candidature through unfair means.
- (d) Impersonation by any person.
- (e) Submitting fabricated / false documents.
- (f) Making statements which are incorrect or false or suppressing material information.
- (g) Resorting to any other irregular or improper means in connection with his candidature for the selection.
- (h) Improper / Incomplete filling of application.

### **13. Selection will also be subject to the following conditions:-**

- (a) Medical Fitness Test.
- (b) Verification of Character and Antecedents.
- (c) Verification of caste certificate and creamy layer certificate status wherever applicable (Belonging/Not Belonging to creamy layer)
- (d) Verification of Educational qualification certificate & Experience Certificate.



(e) Verification of all Certificates/documents from issuing authority.

**14. Important Instructions: -**

1. The decision of CEO, Chakrata Cantt. in all matters relating to acceptance or rejection of an application, eligibility/suitability of a candidate etc shall be final and binding for all the candidates.
2. The candidate should have valid email ID and a working mobile number for applying for the examination. The applicants are advised not to change the email ID or Mobile number during the process of recruitment. They are also advised not to give mobile number/email Id to any unknown person to avoid any complication.
3. After the examination, final result will be displayed on the Website <https://Chakrata.cantt.gov.in>
4. The applicants are advised to check any update regarding the examination at regular interval on the website <https://Chakrata.cantt.gov.in> and <https://www.mponline.gov.in>
5. The admit cards of provisionally eligible candidates will be uploaded on the website <https://Chakrata.cantt.gov.in> and <https://www.mponline.gov.in> . The candidates will have to download the admit cards from there only as no hard copy of admit card will be sent to the applicants by post or by email.
6. Any doubts/clarifications regarding the application can be cleared from the office of the Cantonment Board Chakrata on any working day between working hours.
7. The candidates are advised to visit the website regularly to be in touch with information / updation regarding the examination.
8. Any corrigendum/change regarding the examination will be notified through the website/portal <https://Chakrata.cantt.gov.in> and <https://www.mponline.gov.in> and no other medium of giving information to candidates will be incorporated.
9. The exact date of the Written Test will be uploaded intimated through the website/portal <https://Chakrata.cantt.gov.in> and <https://www.mponline.gov.in> . The candidates are advised to check the website regularly.

**15. General Instructions for Candidates:-**

- (i) The appointing authority makes provisional selection of the candidates on the basis of information provided in the application and documents/certificate provided by the candidate at the time of scrutiny and subsequently, the Appointing Authority verifies and satisfies itself about the authenticity of documents/ certificates and eligibility as per the Recruitment Rules before finally appointing the candidates. Therefore, the provisional selection of a candidate confers on him/her no right of appointment unless the Appointing Authority is satisfying after such inquiry as may be considered necessary that the candidate is suitable in all respect for appointment to the post.
- (ii) The services of the selected candidates on appointment will be governed by the provision of the Cantonment Board Employees Service Rules, 2021 as amended from time to time, Cantonment Act 2006 and Govt. Instructions issued from time to time.
- (iii) The candidate should not have been convicted by any court of law. Also No Disciplinary/Vigilance case should be contemplated / pending against the candidates already serving in Govt. Organizations.

- (iv) The vacancy advertised is provisional and likely to be permanent. The appointing authority reserves the right to increase or decrease vacancies. In case the vacancy position is reduced to any number, the Board is not liable to compensate the applicant for any consequential damage/loss.
- (v) The appointing authority reserves the right to reject the candidature of any ineligible candidate at any stage of recruitment.
- (vi) The appointing authority reserves the right to cancel a part of or entire process of examination or a part of it due to administrative reason (s) and in case of unfair means, cheating or other irregularities/malpractice noticed by the appointing authority. The appointing authority also reserves the right to cancel or set up a new examination center and divert the candidates to appear at that examination center if required.
- (vii) No correspondence in regard to the appointment will be entertained.
- (viii) No representation on any grounds for non-appearance for the written test by the candidates will be entertained and his/her candidature will not be considered in such an eventuality.
- (ix) TA/ DA will not be admissible for appearing in written exam/skill test/document verification as the case may be.
- (x) The Appointing authority reserves the right to cancel any center of exam and ask the candidates of that center to appear at another center. No request for change in date, time and center of exam will be accepted under any circumstances.
- (xi) The candidature of the candidate to the written test is entirely provisional and mere issue of admit card or appearance at Examination does not entitle him/her to any claim for the post.
- (xii) The candidates should scrupulously follow the instructions given by the Center in charge, Invigilators and all examination functionaries at every stage of exam. If a candidate violates the instructions, his/her candidature will be cancelled.
- (xiii) The candidate is required to sign on the attendance sheet and OMR Sheet in the presence of Invigilator. The invigilator shall also sign on the same at the prescribed space.
- (xiv) The OMR sheet must be handed over to the invigilator after completion of examination as mentioned therein.
- (xv) The OMR sheets will be collected by the invigilator immediately after expiry of prescribed time for examination and will be handed over to the center in charge.
- (xvi) After the examination is over, the candidate should hand over the OMR sheet to the invigilator before leaving the examination hall. Any candidate who does not return OMR sheet or if he/ she is found attempting to take the OMR sheet paper outside the examination hall and for any inappropriate behavior; the appointing authority will take further action against him/ her as per rules.
- (xvii) The appointing authority reserves the right to cancel or modify the advertisement or part of it at any stage. The Number of vacancies is provisional and subject to change (increase or decrease).
- (xviii) Use of calculator, Laptop, Palmtop, other Digital/electronic instrumental/ mobile/ cell phone, Paper etc are not allowed. In case of any candidate is found to be in possession of any gadgets/instrument, he/she would be debarred from the examination and legal proceeding can also be initiated against the candidates.


(xix) Candidates are advised not to bring any of the above gadgets in the examination center as no arrangements for keeping any security of these items would be available at the centers.

(xx) Candidates are required to visit through the website/portal <https://Chakrata.cantt.gov.in> and <https://www.mponline.gov.in> regularly to check the latest updates, corrigendum, Downloading of Admit Card, Time & Date for written test and other information regarding recruitment process.

(xxi) All the applicants are required to be present well in advance time on the date & venue before the commencement of written test. Any delay in presence will be marked as absent.

(xxii) Graduation degree must be obtained from University affiliated / granted by UGC.

Place: Chakrata  
Dated: 30/12/2022

  
(R. N. Mandal)  
Chief Executive Officer  
Chakrata Cantonment Board