

# DIRECT RECRUITMENT OF CIVILIAN GROUP 'C' IN AMC UNITS

1. Applications are invited from eligible Indian citizens for the following posts.

Ser No	Name of the post	No. of posts	Category wise distribution					ESM Quota	PH	Pay Matrix	Age	Qualification
			UR	SC	ST	OBC	EWS					
(a)	Barber	19	11	02	-	02	04	02	-	L-1	18-25 Yrs	<b>Essential:</b> Matriculation pass or equivalent from recognized Board with proficiency in barber's trade job. <b>Desirable:</b> One year experience in the trade.
(b)	Chowkidar	04	-	02	-	01	01	-	01 HH	L-1	18-25 Yrs	<b>Essential:</b> Matriculation pass or equivalent from recognized Board. <b>Desirable:</b> Conversant with the duties of the respective trades with one year or more experience in the trade.
(c)	Cook	11	-	01	02	02	06	01	-	L-2	18-25	(i) Matriculation pass or equivalent from recognized Board. (ii) Must have knowledge of <b>Indian</b> Cooking and Proficiency in trade.
(d)	LDC	02	01	-	-	-	01	-	-	L-2	18-25	(i) 12 <sup>th</sup> Class or equivalent qualification from a recognized Board or University. (ii) English Typing@35w.p.m on computer.  OR 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.
(e)	Washerman	11	-	06	01	-	04	-	01 ID	L-1	18-25	(i) Matriculation pass or equivalent from recognized Board. (ii) Must be able to the wash military/civilian clothes thoroughly well.
Total		47	12	11	03	05	16					

**Note 1:** Abbreviation used : UR - Unreserved, SC - Scheduled Caste, ST - Scheduled Tribes, OBC - Other Backward Caste, EWS - Economically Weaker Section, ESM - Ex Serviceman, HH- Hearing Handicapped, ID- Intellectual Disability.

**Note 2:** Disability of person should not be less than 40% or as per Govt of India Order till last date of application. Disability certificate should be issued from the competent authority as prescribed by the Govt of India.

**Note 3:** The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a competent Authority. The Income and Asset Certificate issued by any one of the following authorities in the prescribed format as given in Appendix-'B' shall only be accepted as proof of candidate's claim as belonging to EWS:-

- District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner /Additional Deputy Commissioner/1<sup>st</sup> Class Stipendary Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner
- Chief Presidency Magistrate/ Additional Chief Presidency Magistrate / Presidency Magistrate
- Revenue Officer not below the rank of Tehsildar
- Sub-Divisional Officer or the area where the candidate and/or his family normally resides

**Note 4 :** ESM, HH & ID vacancies are part of the allotted vacancies of Barber, Cook, Washerman and Chowkidar. It is not an over & above of the allotted vacancies. The category will be decided on the selection of Ex-Serviceman, HH & ID Candidate.

2. Place and date of examination: will be intimated later.

3. The candidates will be put through a selection process. Selection will be made as per existing Govt. Rules & regulations. Selection will be made strictly on the basis of merit in the written exams and qualify in the skill/trade test if any.

4. Important instruction to the Candidates/Applicants: -

Sr No	Important Instructions
(a)	Closed date for receiving of application will be 45 days from the date of publication of the advertisement
(b)	Unit/ <b>Establishment</b> will not be responsible for any postal delay or failure
(c)	Persons working in Central/State/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 if 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 Scheme (Known as New Pension Scheme).
(e)	Number of posts is likely to change No extra weight age will be given to additional/extra or higher qualification for recruitment.
(f)	It is made clear that merely fulfilling the basic selection criteria does not automatically entitle a person to be called for written or skill/trade test.
(g)	The posts carry the all India service liability i.e. the individual can be posted anywhere in India.
(h)	All candidates must enclose self addressed Envelope and fee in the form of Postal Order of Rs. 100/- in favour of " <b>COMMANDANT AMC CENTRE AND COLLEGE LUCKNOW</b> " and two recent passport size photos in addition to affixing in the application. Fee will be exempted as per Government of India provision. The postal Order should be issued on or after the date of publication of advertisement. The application fee is non- refundable. However, Sponsor candidates by the local Employment Exchanges, the ZSWO Office, Army Welfare placement Org or any other Government of India Agency etc have to pay the fee.
(i)	Copy of all educational certificates, caste certificate, Copy of PPO & discharge book in case of EX-servicemen will be attached after self attestation. For the purpose of Indian Nationality any one of the following document must should also be enclosed with application. (i) Birth Certificate (iv) Indian Passport (ii) Domestic Certificate (v) Permanent Residence certificate (iii) Nationality Certificate
(k)	If the number of application received in response to the advertisement is large and it will not be convenient or possible to arrange examination for all the candidates. The Unit, reserves the right to restrict the number of candidates to reasonable limit on the basis of either percentage of marks obtained in the prescribed in advertisement or experience.
(l)	The Candidates must clearly superscribe "Application for the post of....." on the top of the Envelope and category in Capital letter. The reserved category candidate should also write their category on the left hand corner of the envelope.
(m)	Every applicant must apply separately for each post.
(n)	Incomplete or unsigned application and without Left/Right thumb Impression or application not accompanied by self attested copies of certificate or application received at unit after the last date of receipt of application and without additional photographs duly self attested will be summarily rejected and No correspondence in this regard will be entertained.
(o)	The application can be filled by the candidates either in English/Hindi.
(p)	No boarding or lodging/expenses on travelling for any post will be provided. Candidates must make their own arrangements.
(q)	Application will be accepted only through registered post or speed post. The application should be addressed to THE COMMANDANT, AMC CENTRE & COLLEGE, LUCKNOW(UP)-226002
(r)	Usage of unfair means during the exam will be considered as misconduct and will lead to disqualification of the candidature. (There may be negative marking in the written exams).

5. Rejection: The following acts/omission would render a candidate/application disqualified.

- Furnishing of false inaccurate or tampered information
  - Improper filling of application
  - Any other reason as observed by the Board of Officer
  - Obtaining supports for his/her candidature through unfair means
6. The crucial date for determining the age limit will be the closing date for receipt of application from the candidate be 45 days from the date of publication and extra 07 days (i.e. 52 days from the date of publication) for candidate in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Nagaland, Tripura Sikkim, Ladak sub-division of Jammu and Kashmir State, Lahaul and Spiti District of Pangi Sub-division of Himachal Pradesh Andaman and Nicobar Islands and Lakshadweep from the area of publication of advertisement in Employment News.
7. Unit will not be responsible for any injury which may occur during the written/physical/Trade test.
8. Some unscrupulous elements may approach you with the assurance of procuring appointment for you through illegal gratification. You must not fall prey to such false assurance of exploitation and must not entertain or encourage such elements in any way it is emphasized and reassured that selection test will be done on merit only in a transparent manner.

9. Examination Paper and their distribution :-

Paper	Subject	No of Questions	Marks	Duration of Examination
Paper-I	General Intelligence & Reasoning (Objective Multiple Choice Type)	25	25	02 Hours
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 & Hindi. However, the questions on the portion of English Language subject will be in English only. The questions will be on 12<sup>th</sup> standard for the post of LDC and 10<sup>th</sup> standard for the post of Barber, Chowkidar, Cook and Washerman. There may be negative marking also.

10. Relaxation of Age/Fee/Medical Examination/Standard of suitability: Any kind of relaxation to any candidate of any category will be as per DoP&T orders till last date of application.

## APPLICATION FORM

**Appendix- 'A'**

Application for the post of \_\_\_\_\_  
Ref Emp News Paper \_\_\_\_\_ Advertisement No \_\_\_\_\_ Dated \_\_\_\_\_  
To,  
The Commandant  
AMC Centre & College  
Lucknow (UP)-226002

1. Full Name (in Block letters)  
(a) in Hindi : \_\_\_\_\_  
(b) in English : \_\_\_\_\_

2. Father's/Husband's Name (in Block letters) : \_\_\_\_\_  
Mother's Name (in Block letters) : \_\_\_\_\_

3. Date of Birth (as per School Certificate) : \_\_\_\_\_

4. Age as on last date of receipt of Application \_\_\_\_\_ Years \_\_\_\_\_ months \_\_\_\_\_ days

5. Category (tick the correct option) (Gen/OBC/SC/ST/EWS/PH/ESM)  
(enclose certificate for reserved category)

6. (a) Nationality \_\_\_\_\_ (b) Religion \_\_\_\_\_

7. Address in full with PIN Code and Mobile Number:-  
(a) Communication Address : Village/Mohalla/House No \_\_\_\_\_  
Post Office \_\_\_\_\_ Tehsil \_\_\_\_\_ Police Station \_\_\_\_\_  
District \_\_\_\_\_ State \_\_\_\_\_ Pin Code \_\_\_\_\_  
Mobile Number \_\_\_\_\_

(b) Permanent Address : Village/Mohalla/House No \_\_\_\_\_  
Post Office \_\_\_\_\_ Tehsil \_\_\_\_\_ Police Station \_\_\_\_\_  
District \_\_\_\_\_ State \_\_\_\_\_ Pin Code \_\_\_\_\_  
Mobile Number \_\_\_\_\_

(c) E-mail ID \_\_\_\_\_

8. Details of Academic/Technical & Professional Qualification.

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)

9. Experience if any (please attach certificate) \_\_\_\_\_

10. Whether Govt Servant, if yes, give details of office address, post held, Pay Scale, and Date of entry in Govt Service \_\_\_\_\_

**DECLARATION**

1. I undertake that the above information's furnished is correct and true to the best of my knowledge. मैं जिम्दारी लेता/लेती हूँ कि उपरोक्त दी गई जानकारी, मेरी जानकारी के अनुसार पूर्ण सत्य है। If at any stage it is found that information's furnished is wrong or important relevant information was hidden अगर किसी भी वक्त यह पाया जाता है कि उपरोक्त जानकारी गलत है या कोई महत्वपूर्ण जानकारी छुपाई गई है तो then my candidature will be cancelled immediately without any notice.

If I am holding any post then my मेरा/मेरी उम्मीदवारी तत्काल प्रभाव से रद्द कर दी जायेगी और अगर मैं पदस्थ हूँ तो मेरी सेवा तत्काल service will be terminated immediately without any notice. प्रभाव से, बिना किसी सूचना के निरस्त कर दी जायेगी

2. I can be transfer anywhere in India and I am ready to serve at the posted place willingly and मेरा स्थानांतरण भारत में कहीं भी किया जा सकता है और मैं स्वेच्छा और बिना शर्त से स्थानांतरित जगह without any condition. पर अपनी सेवा देने को तैयार हूँ।

3. I am aware and I have no objection that number of vacancies advertised for which I have मुझे पता है और मुझे कोई आपत्ति नहीं है कि विज्ञापित पद, जिसके लिए मैंने आवेदन किया है, कि रिक्त applied can be abolished/decreased/increased without any notice before declaration of final result. पद संख्या कभी भी बिना पूर्व सूचना के, परिणाम घोषित होने से पहले, रद्द/घटाई/बढ़ाई जा सकती है।

Signature of the candidate \_\_\_\_\_

Name \_\_\_\_\_

Encl: 1. Three Self Attested Photographs

2. Postal Order/DD in favour of \_\_\_\_\_

Postal Order/DD No. \_\_\_\_\_ &amp; Date \_\_\_\_\_ for Rs. 100/-

3. Attested copies of certificates : ( \_\_\_\_\_ ) sheets



(Left Thumb Impression of Male Candidate)

Right Thumb Impression in case of Female Candidate)

Signature of the candidate \_\_\_\_\_

Name \_\_\_\_\_

Details should be promptly/boldly given in the advertisement.

**Government of \_\_\_\_\_**

(Name &amp; Address of the authority issuing the certificate)

**INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS**

Certificate No. \_\_\_\_\_

Date : \_\_\_\_\_

**VALID FOR THE YEAR \_\_\_\_\_**

1. This is to certify that Shri/Smt./Kumari \_\_\_\_\_  
 \_\_\_\_\_ Son/Daughter/Wife of \_\_\_\_\_ permanent  
 resident of \_\_\_\_\_ village/street \_\_\_\_\_ Post Office  
 \_\_\_\_\_ District \_\_\_\_\_ in the State/Union Territory  
 \_\_\_\_\_ Pin Code \_\_\_\_\_ whose photograph is attested

below belongs to Economically Weaker Sections, since the gross annual income\* of his/her family\*\* is below Rs. 8 Lakh (Rupees Eight Lakh Only) for the financial year \_\_\_\_\_ . His/her family does not own or possess any of the following assets\*\*\*:

- (i) 5 acres of agricultural land and above;
- (ii) Residential flat of 1000 sq. ft and above;
- (iii) Residential plot of 100 sq. yards and above in notified municipalities.
- (iv) Residential plot of 200 sq. yards and above in areas other than the notified municipalities

2. Shri/Smt./Kumari \_\_\_\_\_ belongs to the \_\_\_\_\_  
 caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other  
 Backward Classes (Central List)

Recent Passport  
 size attested  
 photograph of  
 the applicant

Signature with seal of Office \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

\*Note 1:; Income covered all sources i.e. salary, agricultural, business, profession, etc.

\*\*Note 2:; The term "Family" for this purpose includes the person, who seeks benefit of reservation, his/her parents and sibilings below the age of 18 years as also his/her spouse and children below the age of 18 years.

\*\*\*Note 3:; The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.