

GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
ENGINE FACTORY AVADI, CHENNAI – 600 054

Applications are invited from Indian Nationals to fill up the following vacancies in Non-Industrial Establishment (Group C) at Engine Factory Avadi. The candidates shall apply through **online only**. The website address for online registration is **efa.gov.in**. Any application received at EFA without an online registration will not be accepted.

The crucial date for determining the age limit shall be the closing date for online registration of the application for all candidates irrespective of their areas.

The online registration will be opened on 24.07.2014 and closed on 14.08.2014. The printed duly filled in online application along with the requisite documents should be sent to The General Manager, Engine Factory Avadi, Chennai – 54. **Printed duly filled in application downloaded from the website will be accepted by the Factory up to one week from the date of closing of online registration i.e., up to 21.08.2014.**

S. No.	Name of the Post	Code	Number of vacancies						Total
			UR	OBC	SC	ST	PH	XSM	
1	Lower Division Clerk	LDC	2	2	3	1	0	1	08
2	Durwan	DW	1	0	1	0	0	0	02
	Total		3	2	4	1	0	1	10

PAY BAND AND GRADE PAYS FOR THE POST:-

LDC :- Pay Band Rs. 5,200-20,200 + Grade Pay Rs. 1,900
DURWAN :- Pay Band Rs. 5,200-20,200 + Grade Pay Rs. 1,800

AGE LIMIT FOR THE POSTS:-LDC : 18 to 27 years.

Durwan: Not more than 27 years and not less than 20 years.

APPLICABLE AGE RELAXATIONS:-

As per Government orders / instructions, following relaxation in the Upper age limits will be given to the candidates for the posts where it is applicable. It is clarified that the age relaxation in the upper age limits will be given to a candidate if the Post for his category is available.

S.No.	Category	Age relaxation
1	SC/ST candidates	5 years
2	OBC candidates	3 years
3	PH candidates	10 years for General candidates 10 years + 5 years for SC/ST candidates 10 years + 3 years for OBC candidates
4	XSM with not less than 6 months continuous service in Armed Forces of Union	3 years + period of Service for General candidates 3 years + period of service +5 years for SC/ST candidates 3 years + period of service + 3 years for OBC candidates
5	For Government servants with 3 years continuous service	Up to 40 years for General candidates Up to 45 years for SC/ST candidates Up to 43 years for OBC candidates

Abbreviations stand for:-

1. UR - Unreserved
2. SC - Scheduled Caste
3. ST - Scheduled Tribe
4. OBC - Other Backward Class
5. XSM - Ex-Serviceman
6. PH - Physically Handicapped

EDUCATIONAL AND OTHER QUALIFICATIONS REQUIRED:-

- a. **For the Post of Lower Division Clerk** 12th Class or equivalent from a recognized Board or University. Skill Test Norms ‘ Only on Computers’ English Typing @ 35 w.p.m. Hindi Typing @ 30 w.p.m. (Time allowed 10 mts.) (35 w.p.m. and 30 w.p.m.) correspond to 10,500 KDPH/9000 KDPH on average of 5 key depressions for each word.
- b. **For the Post of Durwan**, Matriculation or equivalent pass. Must be physically fit for the duties of Durwan as per specified standard indicated below:-
 - i. Height without shoes 165 cms
 - ii. Chest unexpanded – 77 cms, Expanded – 82 cms.
 - iii. Weight – 45 kgs.

Desirable:- Ex- serviceman

Three year service as Home Guard / Civil Defence, volunteer and training in at least Basic and refresher courses in Home Guard and Civil Defence.

SELECTION:-

The selection will be made strictly on the basis of merit. The selection process will comprise of written test of 100 marks. All eligible candidates will be called for an objective type written test. On the basis of marks in the written test candidates will be selected.

APPLICATION FEE:-

1. An application fee of Rs. 50/- (Rupees Fifty Only) is payable by the candidates
2. SC/ST/XSM/PH candidates are exempted from payment of application fee.
3. The Application fee is non-refundable
4. The application fee should be paid through Crossed Indian Postal Order or Demand Draft drawn in favour of The General Manager, Engine Factory Avadi.
5. The Postal Order should be issued after the date of publication of the advertisement and issuing date of Postal Order should be indicated clearly.
6. The candidates seeking relaxation in fees must enclose copy of their caste certificate / disability certificate / discharge certificate attested by a Gazetted Officer along with application forms.

PAYMENT OF TRAVELLING ALLOWANCE:-

The candidates appearing for the Written Examination shall travel at their own expenses. However SC/ST candidates shall only once be paid travelling allowance of Second class Railway / Bus fare, chargeable by the shortest **on production of journey details including Railway tickets / Bus tickets by the shortest route from the address mentioned in the application form.**

This concession is not admissible to those SC/ST candidates who are already in service in the Central Government or in a State Government or in a PSU etc. under the Central / State Government including Ordnance Factories Organization.