



आयुध निर्माणी वरणागॉव, जिला - जलगांव - 425 308
**ORDNANCE FACTORY,VARANGAON Dist -
 Jalgaon - 425 308.**

दूरभाष /Tele : 02582-277812 to 817 फैक्स : 02582-277822

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आयुध निर्माणी बोर्ड की एक इकाई

A unit of Ordnance Factory Board

भारतीय आयुध निर्माणियाँ , रक्षा मंत्रालय

Indian Ordnance Factories, Ministry of Defence



DRAFT ADVERTISEMENT

Applications are invited for the following Group 'B' post by Direct Recruitment from Indian Nationals in Ordnance Factory Varangaon, who are fulfilling the requisite Qualifications/Specifications as mentioned below. The candidates shall apply through online only. The website address for online registration is www.ofbindia.gov.in.

The online registration will be opened on **08/09/2014** and closed on **22/09/2014**. The duly filled in online application along with the requisite document(s) should be sent to the General Manager, Ordnance Factory Varangaon. Printed online application downloaded from the website will be accepted by the factory up to one week after the date of closing of online registration i.e. up to **29/09/2014**.

NAME OF THE POST

SL	Post	Pay Band	Grade Pay	Total No. of Vacancies
01	Teacher (Primary)	Rs 9300-34800/-	4200/-	14

A. VACANCY FOR THE POSTS:-

01. TEACHER (PRIMARY)-

Sl No	Name of Post	No. of Vacancy	Reservation				Horizontal Reservation	
			UR	SC	ST	OBC	PH	Ex-Man
01.	Teacher (Primary)	14	08	01	01	04	-----	-----

Contd. 02/-

B. ELIGIBILITY CRITERIA:**i) Essential Academic Qualification:**

1. Higher Secondary or equivalent from a School or Board recognized by Govt. of India, State Govt.
2. Degree or Diploma in education or Teaching from an institution recognized by Government or National Council for Technical Education.
3. Should pass CTET/State TET.

ii) Desirable-

1. Post qualification teaching experience of (full time) at least two years from a recognized school in the primary classes in a regular capacity.
2. Competent to teach both in English or Marathi.

C) Age Limit:

30 years as on the date of advertisement
(Relaxable up to 05 years for Govt. Servants)

Applicable Age Relaxation:

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:

SL No	Category	Age Relaxation
1	SC/ST Candidates	5 years
2	OBC Candidates (Non creamy Layer)	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 Govt. Servants (Other than Departmental candidates) with 3 years continuous service	Up to 35 years for General candidates. Up to 40 years for SC/ST candidates Up to 38 years for OBC Candidates

/03/-

ii) Notes for Orthopedically Handicapped (OH) candidates:

OH candidates who suffer not less than 40% of relevant disability should possess disability certificate issued by Medical Board duly constituted by Central or State Government issued on or before last date of online submission of application.

- a) Only those OH candidates who have locomotor disability or cerebral palsy with locomotor impairment of minimum 40% and only those who fall in the following categories are eligible to apply:
- OL- One leg affected (R or L)
 - BL - Both legs affected but not arms
 - OA - One arm affected (R or L)
- a) impaired reach
 - b) Weakness of grip
 - c) ataxia

Abbreviations stand for:

UR - Unreserved, SC- Scheduled Caste, ST- Scheduled Tribe, OBC - Other Backward Classes, XSM-Ex-Servicemen, PH- Physically Handicapped, OH - Orthopedically handicapped, OA- One Arm affected (R or L), (a) impaired each, (b) Weakness of grip (c) at axic, OL- One leg, BL - both leg, D- Deaf, PD- Partially Deaf, VH- Visually Handicapped, B - Blind, LV - Low vision

IMPORTANT DATES:

Online Registration will open	On 08/09/2014
Online Registration will close	On 22/09/2014
Last date of Acceptance of Printed Online Application by the factory	On 29/09/2014

D. SELECTION PROCEDURE:

1. **Written Test-** There will be a written examination of 200 marks. Question paper will consist of multiple choice questions in two parts as per the following:

Part	Subject	Maximum no. of questions	Maximum no. of marks	Minimum Qualifying Marks (Subject wise)(40%)	Minimum Qualifying marks (Aggregate) (45%)	Duration of examination
Part I	English	25	25	10	23	3 Hours
	Marathi	25	25	10		
Part II	Current Affairs	25	25	NA	NA	
	Reasoning Ability	25	25	NA	NA	
	i)General Science	100	100	NA	NA	
	ii)General Math					
	iii)Environmental Science					

Note-

1. Part -II of the question paper of the candidate will be evaluated only if he/she qualifies Part I.
2. The merit list will be based only on the basis of performance in written test.

(II) **Teaching Skill Test-** candidates to be called on the basis of merit in written test in the ratio of 1:5. The teaching Skill Test will be of qualifying nature only. The teaching skill of the candidates will be assessed in the following parameters:

1. Communication skills
2. Teaching Methodology.

Note- Only CTET/State TET pass candidates will be allowed to apply as per recruitment rules

Note- The Scheme & Syllabus for the post of Teacher (Primary) is given in Annx-II

E. HOW TO APPLY:

1. Candidates should read the instructions given in the website carefully before filling up the applications.
2. Candidates should have valid email ID and mobile numbers which should be kept active till the declaration of results.
3. Candidates should first scan their photograph and signature as detailed under guidelines for scanning the photograph and signature.
4. Candidates are advised to preserve the hard copy of scanned photo to be used at the examination stage.
5. Candidates to visit www.ofbindia.gov.in and open the appropriate Online Application Format available in the 'Recruitment Link for Teacher at OFV.
6. Candidates will first have to register themselves to fill up online applications. Candidate's name, date of Birth, e-mail ID and mobile number shall be used for registration purpose.
7. Once the registration is done, a password shall be generated. Candidates are advised to note down the password till the recruitment process is over. Now, candidates will have to re-login using their password & Email-Id to fill up online applications. In the event, the candidates are not able to fill the data at one go, they can save the data already entered. They can re-open the saved data using their Email Id & Password & edit the particulars.
8. Once the application is filled in completely, candidates should submit the data & on final submission a registration no. shall be generated. Then, candidates should take a print out of the filled online applications. Candidates will receive registration confirmation by SMS/e-mail. Therefore, candidates should ensure to furnish correct mobile number/e-mail address to receive the registration confirmation.
9. Candidates are advised to be cautious while filling online applications as no change will be entertained once the candidates have finally submitted online applications.
10. After submitting and taking print of the 'filled' online applications, the candidates should then forward it to 'The General Manager', Ordnance Factory Varangaon. Application should be addressed to The General Manager, Ordnance Factory Varangaon, Tal- Bhusawal, Dist- Jalgaon, Pin-425308.

11. The Online registration will open from **08/09/2014** and will be closed on **22/09/2014**. Printed applications will be accepted by the factory up to **29/09/2014**.

12. The application must be enclosed with the following documents, otherwise, it will be rejected and no correspondence will be entertained in this regard:

- a) Indian Postal Order/Demand Draft for Rs 50/- for General & OBC candidates.
- b) "No Objection Certificate" for candidates already in service in Central Govt. Department/State Govt. Department/Semi- Govt. Department Govt. Servants.

F. GROUND'S FOR REJECTION OF APPLICATIONS - The application shall be rejected on the following grounds:-

- (i) If the eligibility criteria is not satisfied.
- (ii) If the print out application is received after closing date for any reason whatsoever.
- (iii) If signature is not appended in the print out application form.
- (iv) If Demand Draft/Indian Postal Order is not enclosed or is not crossed.
- (v) If the application is not complete in all respect as per the requirement given in the advertisement.

13. Candidates already in service in Central Govt. Department/State Govt. Department/Semi- Govt. Department must submit his/her application through proper channel along with the certificate from his head of office/Establishment that no vigilance or disciplinary cases is pending or contemplated against him/her.

14. No interim query/correspondence of any kind by any means regarding the recruitment process including about the candidature or termination/cancellation of candidature or selection of appointment shall be entertained at any stage on any grounds whatsoever.

15. Ordnance Factory Varangaon will not be responsible for late/non-receipt of printed applications for written test due to postal delay or any other factors and no correspondence on this will be entertained.

16. The General Manager reserves the right to increase/decrease the number of vacancies depending upon the actual requirement without any notice and these vacancies are further subject to any subsequent order of Court/MOD/Ordnance Factory Board.

Note- Final Selection of candidates will be subject to successful verification of various qualifying documents such as Discharge certificate in r/o Ex-servicemen, disability certificate for the PHP in the prescribed format etc.

G. Guidelines for Scanning the Photograph & Signature:

Before applying online a candidate will be required to have a scanned (digital) image of his/her photograph and signature as per the specifications given in Annx-I. Online application will not be registered unless candidates upload photo & signature as specified.

Note:

- a) In case the face in the photograph or signature is unclear, the candidate's application may be rejected.
- b) In case the photograph or signature is unclear, the candidates may edit his applications and re-upload his photograph or signature.
- c) Online registration of application will be available from 08/09/2014 to 22/09/2014.

H. Proof of Identity to be submitted at the time of examination.

The candidate must bring one photo identity proof such as Passport/Adhar/PAN Card/driving License/Voter's card/Bank Passbook with duly attested photograph/identity card issued by school/college/Gazetted officer in the official letter head in original as well as a self-attested Photocopy thereof. The photocopy of identity proof should be submitted along with call letter to the invigilators in the examination hall, failing which or if identity of candidates is in doubt the candidate will not be permitted to appear for the test.

I. General Information:

1. Candidates should satisfy themselves about their eligibility for the post applied for.
2. Candidates are advised in their own interest to apply online much before the closing date and not to wait till the last date to avoid possibility of disconnection/inability/failure to log on to the website on account of heavy load on internet or website jam.
3. Ordnance Factory Varangaon does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of aforesaid reasons or for any other reason beyond the control of Ordnance Factory Varangaon.
4. Not more than one application should be submitted by a candidate. In case of multiple applications, only one (completed) application will be retained. Multiple attendance/appearance by a candidate in examination and/interview will be summarily rejected/candidature cancelled.
5. In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/false information or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after appointment, his/her services are liable to be terminated.

-/08/-

6. Candidates are advised to keep their E-mail ID active for receiving advices such as call letters etc.
7. Decisions of Ordnance Factory Varangaon in all matters regarding eligibility, conduct of written examination etc would be final and binding on all candidates. No representation or correspondence will be entertained in this regard.
8. If a candidate is working under Central/State Govt./PSU's etc, he must enclose NOC in original from his employer along with his printed application form.
9. Any attempt to bring in any influence will be treated as disqualification.

J. APPLICATION FEES:

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 fees.
3. The application fee is non-refundable.
4. The application fee should be paid through Crossed Indian postal Order or Demand Draft drawn in favor of General Manager, Ordnance Factory Varangaon.
5. The postal order should be issued after the date of publication of the advertisement & issuing date of Postal order should be indicated clearly.

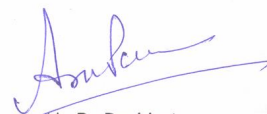
K. PAYMENT OF TRAVELLING ALLOWANCE:

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 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 Govt or in a State Govt. or in PSU etc under the Central/State Govt. including Ordnance Factories Organization.

L. Use of Mobile Phones, pagers, calculator or any such devices:

1. Mobile phones, pagers or any other communication devices are not allowed inside the premises where the examination is being conducted. Any infringement of these instructions shall entail cancellation of candidatures & disciplinary action including ban from future examinations.
2. Candidates are advised in their own interest not to bring any of the banned item including mobile phones/pagers to the venue of the examination, as arrangement for safekeeping cannot be assured.
3. Candidates are not permitted to use or have in possession of calculators in examination premises.



(A. B. Parkhe)
Jt. General Manager/Admin
For General Manager