

OFFICE OF THE CANTONMENT BOARD BELAGAVI
EMPLOYMENT NOTICE

Application from eligible candidates is hereby invited for the recruitment to the post of Second Division Clerk in Cantonment Board Office, Belagavi in the pay scale of Rs.11600-200-12000-250-13000-300-14200-350-15600-400-17200-450-19000-500-21000. The last date of receipt of application is on **03-04-2017**.

| Sl. No. | No. of Posts | Category | Upper Age limit | Minimum Educational/Technical Qualification |
|---------|--------------|----------|-----------------|---|
| 1 | 01 | OBC | 28 | PUC Desirable: Knowledge of Computer Applications. |
| 2 | 01 | SC | 30 | |

1. Last date of Receipt of application: **03-04-2017**.
2. Application complete in all respect, as per prescribed format given here-in-after and addressed to the **Chief Executive Officer, Cantonment Board, BC No.41, Khanapur Road, Camp, Belgaum-590001 (Karnataka State)** by Registered/ Speed Post. Postal delay will not be accepted.
3. Age limit is as on the last date of receipt of application. The lower age limit is **18 years**.
4. The candidates applying under OBC category are required to enclose OBC certificate issued for appointments under the Government of India in the prescribed format failing which the application will be rejected. Physically handicapped candidates shall attach proof of physical disability (certificate from recognized authority). The upper age limit prescribed will be relaxed for physically handicapped category as per existing rules.
5. The candidates shall be held responsible for correctness of all information given by him/her and in case of any information / documents found to be incorrect at a later state, action shall be taken against the candidates including dismissal from service & also filing legal proceedings as per prevailing law.
6. No request for change of any entries or part, originally indicated in the application form shall be entertained.
7. Applicant should enclose (i) self attested photocopies of certificates in proof of age, caste certificates, Qualification, Experience if any (ii) two latest identical passport size photographs (one photo to be pasted on the application and other to be attached with the application indicated his/her name on back side). (iii) Self addressed postcard & envelope.
8. All the service rules applicable to Cantonment Fund Servants under the provisions of Cantonment Fund Servants Rules, 1937 as amended from time to time and Govt. instructions issued from time to time shall apply.
9. No correspondence in regard to the appointment will be entertained and No representation on any ground for non appearance for the exam etc., by the candidates will be entertained and his/her candidature will not be considered in such an eventuality. Canvassing in any form for appointment will be a disqualification.
10. Persons already employed should sent applications through proper channel. Age relaxation as per Govt. rules.
11. The candidate should not have been convicted by any Court of Law.
12. Incomplete/unsigned/without Demand Draft applications shall be summarily rejected.
13. Application should accompany a Demand Draft of **Rs.300/-** as processing fee drawn in favour of the "Chief Executive Officer, Cantonment Board, Belgaum", payable at Belgaum from Nationalised Bank only which is not refundable. The applicants belonging to SC Category & Physically Disable category are exempted from paying the examination fee.
14. TA/DA will not be admissible for attending test and selected candidates will have to make their own arrangement of stay at Belgaum, if required.
15. The Chief Executive Officer reserves the right to conduct recruitment process in full or part without assigning any reason whatsoever and decision of appointing authority would be final, with regard to all matters connected with the recruitment.
16. The Selection for the above posts will be based on written test on subject knowledge, General Studies and General Knowledge. The Exam will be of objective type and the duration will be 1 hour.

No.13/ADM/67/1667
Office of the Cantonment Board,
Belagavi-590001, dt. 06th Mar 2017

Sd/-
Chief Executive Officer
Cantonment Board, Belagavi

Application for the post of **SECOND DIVISION CLERK** in Cantonment Board, Belagavi

To,

The Chief Executive Officer,
Cantonment Board, BC No.41,
Khanapur Road, Camp,
Belagavi – 590 001. (Karnataka)

Affix recent
passport size
photograph.

1. Name of the applicant in full (in block letters)
2. Father's / Husband's Name
3. Date of Birth(DD/MM/YYYY)
4. Age (as on **03-04-2017**) Years: Months: Days:
5. Post applied for Category OBC ☐ SC ☐
6. Sex (Male/Female)
7. Nationality
8. Present address for communication (in block letters with pin code)
9. Permanent address (in block letters with pin code)
10. Experience (if any)

11. Educational qualification:

| Examination passed | Year of passing | % of marks | Name of School/Board |
|--------------------|-----------------|------------|----------------------|
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12. Fees: Bank Draft No. Date Amount: **Rs.300/-** Name of Bank
(Pl. write your name and address on the backside of the DD)

Declaration

I hereby declare that above statements are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or being not eligible in terms of eligibility criteria, my candidature & appointment is liable to be cancelled without any notice at any stage.

Place:

Signature of the Applicant