

**HEADQUARTERS, COAST GUARD REGION (A&N), PORT BLAIR**

POST BOX NO. 716

HADDO POST, PORT BLAIR – 744 102

**Recruitment of Civilian Vacancies in  
Indian Coast Guard Region (A&N), Port Blair**

1. Applications in the prescribed proforma are invited from the Indian Nationals for filling up the following post on direct recruitment basis. The eligibility criteria, age etc are mentioned against post as per following details:-

<b>Name of the post</b>	<b>No. of posts/ category</b>	<b>Qualification</b>	<b>Age</b>	<b>Level in the Pay Matrix</b>
<b>Store Keeper Grade-II</b> (General Central Service. Group 'C' Non-Gazetted, Non-Ministerial)	01 (UR)	<b>Essential:</b> (a) 12 <sup>th</sup> Pass from recognized Board or University.  (b) One year's experience in handling Stores from any recognized firm or Central or State Government or Public Sector Undertakings.	18-25 years (Relaxable for Govt. Servants, Scheduled Caste, Scheduled Tribes and OBC as per Govt. instructions issued from time to time)	Level-02
<b>Motor Transport Driver (Ordinary Grade)</b> (General Central Service. Group 'C' Non-Gazetted, Non-Ministerial)	01 (OBC)	<b>Essential:</b> (a) 10 <sup>th</sup> Standard Pass.  (b) Must possess valid driving license for both heavy and light Motor Vehicles.  (c) Should have at least two years experience in driving Motor Vehicles.  (d) Knowledge of Motor Mechanism. (Should be able to remove minor defects in vehicles)	18-27 years (Relaxable for Govt. Servants, Scheduled Caste, Scheduled Tribes and OBC as per Govt. instructions issued from time to time)	Level-02

2. The number of vacancies indicated in the advertisement are provisional and may increase or decrease or even become NIL depending upon the actual needs of the Region. The Administration also reserves the right to cancel the notified vacancies, at its discretion and such decision will be final and binding on all in the event of cancellation of notified vacancies.

3. Reserved category candidates applying against unreserved post will not be entitled for age relaxation. Upper age limit is relaxable upto 03 years for OBC candidates as applicable as per orders issued by Central Govt. from time to time.

4. The crucial date for reckoning the eligibility with regards to age and educational qualification etc. will be the **last date for receipt of applications**.

5. Candidates in Central Govt. Service should submit NOC from their present employer along with application.

6. Candidates to bring original documents on the date of written examination.

7. Candidates who wish to be considered against vacancies reserved and seek age relaxation, must submit requisite certificate from the competent authority along with their application for the written test, otherwise, their claim for OBC status will not be entertained. The format of certificate for OBC category are placed at Annexure-I.

8. The testing procedure is as follows:-

(a) **Written test.** The written test will consist of subjects in General English, General Knowledge, Simple Maths and relevant trade questions based on the qualification prescribed for the post applied. Written test will be of multiple choice questions. The maximum marks for the written test will be 50. Candidates must obtain 50% marks (for General & OBC) to qualify.

(b) **Skill Test {for the post of MTD (OG) only}.** The candidates who qualify the written test will be called for skill test. Skill Test will be qualifying in nature and shall carry no marks. Selection will be based on marks/merit obtained in written test only out of 50 marks subject to qualifying skill test.

9. **How to apply:** Candidates fulfilling eligibility criteria should send their application neatly typed or hand written in the format given over leaf along with two passport size photographs (One photo to be affixed on application form).

10. The application, should be forwarded to **The Commander, Coast Guard Region (A&N), Port Blair, Post Box No. 716, Haddo (PO), Port Blair – 744 102, A&N Islands** within 30 days from the date of publication of this advertisement in Employment News. The envelope containing the application must be superscribed as "**Application for the post of Store Keeper Grade-II/Motor Transport Driver (Ordinary Grade)**".

11. Application should be submitted **By Ordinary Post only**. The application should accompany the self attested copies of Educational qualification certificate, Age proof, Caste Certificate for OBC and experience certificate, if any. **Application sent by Courier/Speed/Registered post or received after due date will be rejected.**

12. Applications which are not in the prescribed format/without the required certificate duly self attested/ without photographs/without signature of the candidates will be summarily rejected.

### FORMAT OF APPLICATION

Affix recent  
passport  
size colour  
photo with  
signature

#### APPLICATION FOR THE POST OF \_\_\_\_\_

(a)	Name of the Post applied	:	
(b)	Name of the applicant	:	
(c)	Father's Name	:	
(d)	Date of Birth	:	
(e)	Nationality	:	
(f)	Identification marks	:	
(g)	Whether SC/ST/OBC/PH	:	
(h)	Educational qualification (i) Technical (ii) Non technical	:	
(j)	Experience ( in relevant trade)	:	
(k)	Marital status	:	
(l)	Whether employed in Central Govt/State Govt./PSU. If yes, attach NOC	:	



(m)	Address for communication with PIN Code	:	
(n)	Permanent address	:	

**DECLARATION**

I do hereby declare that the particulars furnished above by me are correct to the best of my knowledge and belief, in the event of any information being found to be false or incorrect my candidature/appointment may be cancelled/ terminated without any notice.

Place: \_\_\_\_\_

Date \_\_\_\_\_

(Left hand thumb impression)

Signature of the applicant

**ANNEXURE-I**

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES  
APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri \_\_\_\_\_, son of Shri \_\_\_\_\_, of village \_\_\_\_\_ District/Division \_\_\_\_\_ in the \_\_\_\_\_ State \_\_\_\_\_ belongs to the \_\_\_\_\_ community which is recognized as a Backward Class under:-

- Government of India, Ministry of Welfare, Resolution No. 12011/68/93-BCC ( C ), dated the 10th September, 1993, published in the Gazette of India, Extraordinary, Part-I, Section I, No. 186, dated the 13th September, 1993.
- Government of India, Ministry of Welfare, Resolution No. 12011/9/94-BCC, dated the 19th October, 1994, published in the Gazette of India, Extraordinary, Part-I, Section I, No. 163, dated the 20th October, 1994.
- Government of India, Ministry of Welfare, Resolution No. 12011/7/95-BCC, dated the 24th May, 1995, Published in the Gazette of India, Extraordinary, Part-I, Section, No.88, dated the 25th May, 1995.
- Government of India, Ministry of Welfare, Resolution No. 12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India, Extraordinary, Part-I, Section I, No. 210, dated the 11th December, 1996.

Shri \_\_\_\_\_ and/or his family ordinarily reside(s) in the \_\_\_\_\_ District/Division of the \_\_\_\_\_ State. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer ) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel and Training, O.M. No. 36012/22/93-Estt. (SCT), dated 8-9-1993.

Dated:  
SEAL

District Magistrate,  
Deputy Commissioner, etc