

Junior Leaders Academy, Bareilly filling up of vacant posts in Group 'C' & Group 'C' (Erstwhile Group 'D')

1. Applications are invited for the following posts from citizens of India, who are fulfilling the requisite qualifications as mentioned below in the prescribed format only. Applications complete in all respect along with all the requisite documents, duly self attested should be addressed to **Commandant, Junior Leaders Academy, Bareilly Cantt-243001 (UP)**. The last date of receiving the application forms is **45 days** from the date of publication of this advertisement.

Sr. No.	Name of the post	No. of posts	No. of vacancies				Pay Scale	Essential Qualification	Desirable Qualification	Age	Remarks
			UR	SC	ST	OBC					
GROUP C (ERSTWHILE GROUP 'D')											
1.	Messenger	03	02	-	01	-	PB 5200-20200 Grade Pay Rs. 1800	Matriculation pass or equivalent from recognized Board.	Conversant with the duties of Messenger with one year's experience in the Messenger trade.	Between 18 to 25 years age (Relaxation for SC, ST, OBC, Ex-serviceman, Persons with disabilities and Government servant candidates as per instructions or orders issued by the Central Government from time to time).	
2.	Safaiwala	06	02	01	01	02	-do-	-do-	Conversant with the duties of Safaiwala with one year's experience in the Safaiwala trade.	-do-	Out of 06 vacancies 01 vacancy is reserved for Persons with disabilities (Hearing Handicapped)
3.	Watchman	01	-	-	-	01	-do-	-do-	Conversant with the duties of Watchman with one year's experience in the Watchman trade.	-do-	
4.	Gestetner Operator	01	-	01	-	-	-do-	-do-	Conversant with the duties of Gestetner Operator with one year's experience in the Gestetner Operator trade.	-do-	
5.	Mali	04	02	-	01	01	-do-	-do-	Conversant with the duties of Mali with one year's experience in the Mali trade.	-do-	
6.	Fatiguesman	01	-	01	-	-	-do-	(i) Matriculation pass or equivalent from recognized Board. (ii) Must be Conversant with the duties of Fatiguesman with one year's experience.	-	-do-	
7.	Washerman	02	01	-	-	01	-do-	(i) Matriculation pass or equivalent from recognized Board. (ii) Must be able to wash Military/Civilian clothes thoroughly well.	-	-do-	
8.	Artist/Model Maker	02	01	-	-	01	-do-	(i) Matriculation from recognized Board or Institution. (ii) Certificate in Drawing from a recognized Institution.	-	Between 18 to 27 years age (Relaxation for SC ST, OBC, Ex-serviceman, Persons with disabilities and Government servant candidates as per instructions or orders issued by the Central Government from time to time).	
GROUP C											
9.	Accountant	02	02	-	-	-	PB 5200-20200 Grade Pay Rs. 2400	Degree or equivalent from a recognized University with Accountancy Or Mathematics as one of the subjects.	-	Between 18 to 27 years age. (Relaxation for SC, ST, OBC, Ex-serviceman, Persons with disabilities and Government servant candidates as per instructions or orders issued by the Central Government from time to time).	
10.	Civilian Motor Driver (Ordinary Grade)	02	01	-	01	-	PB 5200-20200 Grade Pay Rs. 1900	(i) Matriculation (ii) Must possess the Civilian Driving licence for heavy vehicles and have two years experience of driving such vehicles.	-	-do-	
11.	Blacksmith	01	01	-	-	-	-do-	(i) Matriculation from a recognized Board or Institution. (ii) Certificate from Industrial Training Institute or National Council of Vocational Training in the specific trade Or Two years experience as Blacksmith.	-	-do-	
12.	Stenographer Gde-III	01	-	01	-	-	PB 5200-20200 Grade Pay Rs. 2400	(i) 12th pass or equivalent qualification from a recognized Board or University. (ii) Skill test norms Dictation: 10 minutes @80 words per minute. Transcription 50 minutes (English). 65 minutes (Hindi) (on computer)	-	Between 18 to 25 years age (Relaxation for SC, ST, OBC, Ex-serviceman, Persons with disabilities and Government servant candidates as per instructions or orders issued by the Central Government from time to time).	
13.	Lower Division Clerk	07	04	01	-	02	PB 5200-20200 Grade Pay Rs.1900	(i) 12th class or equivalent qualification from a recognized Board or University. (ii) English Typing @ 35 w.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).	-	-do-	Out of 07 vacancies 01 vacancy is reserved for Persons with disabilities. (Orthopedically Handicapped)
14.	Cook	05	02	01	01	01	PB 5200-20200 Grade Pay Rs. 1900	(i) Matriculation or equivalent. (ii) Must have knowledge of Indian Cooking and proficiency in trade.	-	-do-	

Number of posts are provisional and may change any time without intimation at the discretion of appointing authority.

Commandant
Junior Leaders Academy
Bareilly Cantt

Affix recent passport size photograph duly self attested

- Applied for the post of : _____
- Name of Candidate (in block letters) : _____
- Father's/Husband's Name : _____
- Date of Birth :

D	M	Y
Day	Month	Year
- Age as on last date of receipt of application : _____
- Category (SC/ST/OBC/GEN) : _____
- Whether Persons with disabilities: _____
(If applicable OH/HH/VH)
- Whether Ex-serviceman, if yes give details i.e., length of service alongwith service discharge certificate. _____
- Nationality: _____
- Religion: _____
- Qualifications _____

(i) Educational

Name of the Exam Passed (Minimum essential qualification)	Year of passing	Name of Recognized University/Board of Examination	% of marks obtained	Division

(ii) Experience

Organisation	If Govt/P.S.U./Private	Post/Appointment	From	To

- Applicable age relaxation (As per Central Govt. Policy): _____
- Employment Exchange Registration No. (If registered): _____
- Correspondence address: _____
- Permanent home address: _____
- Contact No. : _____
- Marital Status : _____

Declaration

I hereby declare that all statements made in the application form are true, complete and correct to the best of my knowledge and belief. I understand that if any information provided by me is found false/incorrect regarding my candidature or not found/stand as per eligibility requirement mentioned in advertisement my candidature is liable for cancellation/ termination. Also, I am willing to serve to any place in India and my department reserves the right to transfer me to any place in India.

Signature of Candidate

Dated: _____

- Encls:**
- Two Self-Attested Photograph
 - Postal Order _____ & Date _____ for Rs. 50/- only.
 - Self attested copies of certificate () sheets

Left Thumb Impression of Male Candidate
Right thumb impression in case of female candidate

Admit Card/Acknowledgement

- Applied for the post of : _____
 - Name of Candidate (in block letters) : _____
 - Signature of Candidate : _____
- (For Office Use only)
- Your application hereby accepted: _____
 - Index No. _____
 - Written Exam _____
- (a) Date _____ (b) Time _____

Affix recent passport size photograph duly self attested

Instructions

1. Application on prescribed format along with the enclosures to be submitted to the Commandant, Junior Leaders Academy, Bareilly Cantt-243001, Bareilly (UP). The closing date for receipt of application is **45 days** from the date of publication of the advertisement and **52 days** for those candidates from Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J and K State, Lahaul and Spiti District and Pangsi Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands and Lakshadweep. The first day of publication of Advertisement will be considered for counting **45/52 days**. If the last day for receipt of application is Holiday than next working day treated as closing date. 2. Above mentioned posts are under All India Service Liability (A.I.S.L). 3. The applications to be filled by the candidates either in English or Hindi in his/her own handwriting. 4. The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India i.e. **45 days** from the publication of this Advertisement (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of

J and K State, Lahaul and Spiti District and Pangsi Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands and Lakshadweep. 5. Selected candidates will have to produce the self attested copies and original copies of following documents/certificates:-

(a) Matriculation Certificate/Date of birth certificate from (Municipal Corporation). (b) Educational Certificate in support of educational qualifications. (c) Caste certificate in case of (SC/ST/OBC) etc. if applicable. (d) Disability certificate issued by Competent Authority mentioning 40 % or more disability, if applicable. (e) For Govt. Serving Employees from Armed Forces and Others have to produce NOC in original from their respective Competent Authority/Appointing Authority. 6. Incomplete/illegal/Undeserving applications will be treated as cancelled without any intimation to the candidates. Only shortlisted candidates will be called for written test/skill test. 7. It is stated that merely by fulfilling the minimum essential qualifications the applicants cannot be called for written examination/skill test. Decision of Appointing Authority regarding selection/rejection will be final. It is also stated that the number of vacancies are interim and can be revised/changed. Commandant, Junior Leaders Academy, Bareilly reserves the right to Cancel/Stay/Withdraw the recruitment procedure at any stage due to administrative reasons. 8. For conducting the written examination for a particular post, the appointing authority reserves the right to restrict the number of candidates to a reasonable limit on the basis of percentage of marks obtained in prescribed minimum essential qualifications. Skill test of shortlisted candidates if applicable will be conducted after the written test. 9. Candidates belonging to SC/ST/OBC will submit their caste certificate which has been issued by competent Authority of respective states. Candidates of OBCs will affix the certificate clearly mentioning their Non Creamy Layer status. Otherwise such candidates will be treated as General category candidate and benefits of reservation will not be given. 10. Relaxation as per Govt. Policy will be applicable to Ex-servicemen from all Armed Forces. They have to enclose. Certificate issued by the Competent Authority. 11. Only self attested copies of certificates in support of Educational Qualification/ Technical Qualification, Experience, Caste, Date of Birth, Persons with disabilities and ex-servicemen are to be enclose with the application. 12. Candidates will have to affix two recent passport size photographs on application not older than three months. Also additional two copies of same photographs self attested to be enclosed with application. 13. Crossed Indian Postal Order (IPO) of the value of Rs. 50/- (Rupees Fifty only) in favour of Commandant, Junior Leaders Academy, Bareilly Cantt is required to be enclosed. Candidates belonging to SC/ST/Persons with disabilities and Ex-Servicemen are exempted from application fee. The Postal Order should be issued on or after the date of publication of the advertisement. The application fee is non-refundable. 14. The Candidates must clearly mention "Application for the post of _____" on the top of the envelope in capital letters. The reserved category candidates including ex-servicemen and Persons with disabilities should also write their category on the left hand corner of the envelope. 15. The Commandant, Junior Leaders Academy, Bareilly shall not be responsible for any postal delay. 16. **Place of Examination: Junior Leaders Academy, Bareilly (UP)**. 17. No TA/DA applicable for the candidates appearing in written examination/skill test. **SCHEME OF EXAMINATION** : The selection process will comprise of written test and skill test wherever necessary. Final merit will be decided on the basis of marks obtained in the written test and skill tests wherever applicable.

Paper	Subject	No. of Questions	Marks	Duration of Examination
Paper-I	General Intelligence & Reasoning (Objective Multiple Choice Type)	25	25	2 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 and Hindi. However the questions on the portion of English Language Subject will be in English only.

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

(DOPT. Govt. of India Resolution No. 36033/28/94-Est (Res) dated 02 July 1997)
This is to certify that Shri/Smt/Kum. _____ Son/Daughter of Shri/Smt _____ of Village/Town _____ District/Division _____ in the _____ State belongs to the _____ community which is recognized as a backward class under: Shri/Smt/Km _____ and/or his family ordinarily reside(s) in the _____ District of _____ 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 & Training O.M. No. 36012/22/93 Est (SCT) dated 08/09/1993 column 3.

Date: _____ **District Magistrate/Deputy Commissioner/Competent Authority**
Seal: _____
davp 10622/11/0071/1617