भारत सरकार, रक्षा मंत्रालय/Govt. of India, Ministry of Defence,
छावनी परिषद् कार्यालय/Cantonment Board Office,
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File No. CBD/1/9/Appt./2022/158 Dated 23/01/2023

RECRUITMENT FOR VARIOUS POSTS IN DANAPUR CANTONMENT BOARD

Online applications are invited for the following vacant posts in Danapur Cantonment Board. Interested candidates fulfilling the eligibility criteria can apply online through the website/Portal on eChhawani at **https://danapur.cantt.gov.in** and ***https://www.mponline.gov.in*** Danapur Cantonment Board is an autonomous local body & services of its employees are governed by the Cantonment Board Employees Service Rules, 2021 as amended from time to time. The detailed advertisement can be viewed on the website/Portal ***https://www.mponline.gov.in*** and **https://danapur.cantt.gov.in**

Sl. No	Name of Post	No. of Post	Category Wise					Pay Scale (As per 7th CPC)	Age (in Yrs.)	Minimum Qualification	Mode of Selection
			UR	OBC	SC	ST	EWS				
1	Sanitary Inspector	02	01	01	00	00	00	Level-4 (25500 – 81100)	21-30	Intermediate/+2 passed (Physics, Chemistry, Biology, and English language) from recognized institutions/Board 2. A Diploma course certificate in Sanitary Inspector from a recognized institution.	Written examination & skill test
2	Lower Division Assistance (LDA)	03	02	00	01	00	00	Level-2 (19900 – 63200)	21-30	1. Intermediate 2. Typing speed @ 30 in English and speed @ 25 in Hindi on computer.	Written examination & skill test
3	Mali	01	01	00	00	00	00	Level-1 (18000 – 56900)	21-30	Matriculation	Written examination & skill test
4	Chowkidar	01	01	00	00	00	00	Level-1 (18000 – 56900)	21-30	Matriculation	Written examination & skill test
5	Pump Khalasi	01	00	01	00	00	00	Level-1 (18000 – 56900)	21-30	Matriculation and ITI certificate in the electrical/electrician trade.	Written examination & skill test

- Age relaxation for various categories will be as per provisions of the Central Govt.
- Age limit will be considered as on the last date of receipt of application.

IMPORTANT DATES:

Commencing date for Submission of Online Application	11.02.2023 @ 11:00 Hrs.
Last date of receipt of Online Applications	11.03.2023 @ 23:59 Hrs.

- The application fee for the above-mentioned posts shall be as follows:

Sr. No.	Category	Fee
1.	General/ Unreserved/ Ex-Servicemen/ Departmental Candidates/OBC	Rs. 1000/- (₹ One Thousand Only)
2.	SC/ST/ Women, Transgender, Physically Disabled (Disability criteria as per Govt. norms)	Rs. 500/- (₹ Five Hundred Only)

Sd/-xxx
(Devanshu Chaudhary, IDES)
Chief Executive Officer
Cantonment Board, Danapur Cantt

Date.....2023
Place: Danapur

2. Age Limit:

The cutoff date for determining the age limits shall be as on the last date of receipt of the application. Candidate should note that only the Date of Birth recorded in the Matriculation/Secondary School Examination Certificate or an equivalent certificate, will be accepted for determining the age eligibility and no subsequent request for its change will be considered or granted.

Category	Year of relaxation
UR	No age relaxation
OBC	03 Years (Only against reserved post of the same category vacancy)
SC/ST	05 Years (Only against reserved post of the same category vacancy)
PH	10 Years
PH+OBC	13 Years
PH+SC/ST	15 Years
Ex-Servicemen(UR/General)	03 Years after deduction of the military service rendered from the actual as on the closing date for receipt of application.
Ex-Servicemen(OBC)	06 Years after deduction of the military service rendered from the actual as on the closing date for receipt of application.
Ex-Servicemen(SC/ST)	08 Years after deduction of the military service rendered from the actual as on the closing date for receipt of application.
Departmental Candidates (General/UR) who have rendered at least 03 years of continuous service as on closing date for receipt of application.	Upto 40 Years
Departmental Candidates (General/UR) who have rendered at least 03 years of continuous service as on closing date for receipt of application.	Upto 43 Years
Departmental Candidates (SC/ST) who have rendered at least 03 years of continuous service as on closing date for receipt of application.	Upto 45 Years

Note : The departmental candidates means the Danapur Cantonment Board's permanent employees only.

Reservation benefits:

1. Reservation benefits will be available for category candidates in accordance with the instructions/orders/circulars issued from time to time by the Govt.
2. Candidates who wish to be considered against reserved vacancies and/or to seek age relaxation, must be in possession or relevant certificate issued to them by the competent/notified authority (in prescribed format) on or before the closing date of application; otherwise their claim for OBC/Persons with Benchmark Disabilities (PwBD)/Ex-servicemen shall be rejected.
3. EWS (Economically Weaker Section) category criteria and applicability is as described in Department of Personnel and Training's Office Memorandum No.36039/1/2019-Estt (Res) dated 31st January, 2019.

3. Mode of Selection:

a) The provisional shortlisted candidates after the written examination for the above-mentioned posts shall be based on the marks secured in the written examination. Further, only provisional shortlisted candidates in the written examination will be called for skill test where applicable. The skill test will be only qualifying in nature and shall stand for the final selection. Candidates are required to visit the website/portal *https://www.mponline.gov.in* and *https://danapur.cantt.gov.in* regularly to check the date and time scheduled for written Tests/skill test etc.

b) At the time of the written Test, the candidates should bring their Photo Identity proof along with their Admit Card.

c) **Penalty for wrong answers**: Candidates should note that for each wrong answer, one-fourth of the marks assigned to that question will be deducted as a penalty.

4. Syllabus of the examination: - The selection and merit will be based on written test only, provided that the candidate qualifies the skill test. The written test will be of 100 marks and of Objective Type Questions, having a duration of 90 minutes.

The Syllabus for the written examination(where applicable) for all the posts as per their educational standards shall be as follows:

Sl.No.	Name of the Post	Syllabus
01	Sanitary Inspector (SI)	General intelligence and reasoning
		Language Comprehension (Basic Hindi & Basic English)
		General awareness & Current Affairs
		Numerical aptitude
		Course of Intermediate & Course of Computer Concepts
		Syllabus of the Diploma Course of Sanitary Inspector
02	Lower Division Assistance(LDA)	General intelligence and reasoning
		Language Comprehension (Basic Hindi & Basic English)
		General awareness & Current Affairs
		Numerical aptitude
		Course of Intermediate & Course of Computer Concepts
03	Mali	Language Comprehension (Basic Hindi & Basic English)
		General awareness & Current Affairs
		Numerical aptitude

		Syllabus related to the trade
04	Chowkidar	Language Comprehension (Basic Hindi & Basic English)
		General awareness & Current Affairs
		Numerical aptitude
		General intelligence and reasoning
05	Pump Khalasi	Language Comprehension (Basic Hindi & Basic English)
		General awareness & Current Affairs
		Numerical aptitude
		Syllabus related to the trade

i) Skill test: - The candidates, who will qualify written test and are shortlisted for the above-mentioned posts as per the criteria set by appointing authority, will have to appear for the skill test mandatorily.

ii) General intelligence and reasoning shall include both verbal and non-verbal reasoning.

iii) General awareness shall include History, Culture, Geography, Economic Science, Polity, Indian Constitution & Current Affairs etc.

iv) Numerical aptitude shall test the knowledge of Arithmetical Concepts and their use in finding the solution or real-life problems.

v) English Comprehension will test the candidate's ability to understand English, have fluency in English grammar, basic comprehension and writing ability, etc.

vi) Typing Skill Test – Provisional shortlisted candidates in the written examination test for the post of LDA are required to qualify typing test in Hindi (min 25 wpm on Kruti Dev 010 Font) and English (min 30 wpm on Time New Roman Font) on computer.

vii) Particular Skill tests will be based on the Trade job where applicable.

5. Application Fee:- The application for the candidates shall be as follows. The application fee once paid shall not be refunded under any circumstances and will not be used for any future recruitment process.

Sr. No.	Category	Fee
1.	General/ Unreserved/ Ex-Servicemen/ Departmental Candidates/OBC	Rs. 1000/- (₹ One Thousand Only)
2.	SC/ST/ Women, Transgender, Physically Disabled (Disability criteria as per Govt. norms)	Rs. 500/- (₹ Five Hundred Only)

6. Mode of Applications: Only online Applications complete in all respect shall be accepted. Any application received by any other source/mode shall not be accepted and entertained and the same shall be summarily rejected without assigning any reason thereof.

7. Applications which are incomplete in any respect, not accompanied by requisite photographs, Signature, essential qualification or without requisite fee or not properly filled are liable to be summarily rejected. No correspondence in this regard would be entertained.

8. Exam Centre: Examination center will be in Danapur, Patna and mentioned in the admit card and no request to change the center once allotted shall be entertained.

9. Admit-Card / Call letter for Written Test: - Applications will be scrutinized and only eligible candidates would be intimated online at website/portal *https://www.mponline.gov.in* and *https://danapur.cantt.gov.in/* about the date, time and venue for the conduct of examination/skill test. Further, the admit card will be generated online for eligible Candidates, which can be downloaded by the candidates. Candidates are required to visit the website/portal *https://www.mponline.gov.in* and *https://danapur.cantt.gov.in/* regularly to check any information or any amendments/corrigendum or updates regarding the recruitment process and time schedule for written Test/Skill Test.

10. Eligibility Criteria: -

i) The candidate must be a citizen of India.

ii) The candidate must fulfill the minimum essential qualifications like educational qualification, age, etc. as stipulated in this advertisement. Candidates with higher qualifications may also apply but the essential minimum qualification /parameters shall have to be fulfilled.

11. General Instructions:-

a) The service of the appointed candidate/person will be governed by the Cantonment Board Employees Service Rules, 2021, Cantonments Act, 2006, New Pension Scheme and circulars issued by DGDE and Ministry of Defence and other relevant rules as amended from time to time by the Central Govt/ applicable Competent authority.

b) Probation Period:- The appointed candidate will be on a probation period of two years which may be extended as per the Cantonment Board Employees Service Rules, 2021 as amended from time to time.

c) No conveyance, TA/DA, or any other allowance shall be paid for appearing in the written test/skill test. The necessary arrangements for stay/ travel etc shall have to be made by the candidates themselves.

d) Candidates already serving in any recognized institution, autonomous body or Central/State Government undertaking should apply through proper channel and should submit such documents at the time of verification of documents.

e) The above posts are on a permanent basis and the probation period will be as per extant rules. The Chief Executive Officer, Cantonment Board Danapur reserves the right to accept/reject any or all the applications without assigning any reasons thereof.

f) Applications and fee payments received through offline mode will be summarily rejected and the candidates are advised to apply online only.

g) The appointment authority shall draw a reserve panel/waiting list in addition to the number of candidates selected as per the notified vacancies. The reserve panel/waiting list shall be valid for a period of one year from the date of declaration of final result and the vacancies arising due to non-acceptance of the offer of appointment, candidates not joining the post after acceptance of appointment or the candidates not being found eligible for appointment after verification of documents/certificates or due to resignation of selected candidate(s) shall be filled-up from this reserve panel/waiting list. The Provisional list for waitlisted candidates for each post shall be maintained as per

the decision of the competent appointing authority from the date of completion of the entire recruitment process against each post.

h) If there is more than one candidate in the same category having equal marks in the merit list, the candidate older in age will get preference. In case more than one candidate secures same marks and are having equal age, then the preference will be given to the candidate having the highest total percentage of marks obtained in High School (Matriculation).

i) The final selection of the candidate is subject to the medical fitness certificate to be issued by the medical officer approved by Danapur Cantonment Board.

j) Candidates would be allowed to appear for the written examination purely on a provisional basis, subject to verification of their eligibility and pay particulars which shall be done before final selection from original documents/ service records and if the same is found incorrect, deficient or incomplete, the candidature of the said candidate shall be cancelled forthwith and the applicant may be held responsible for supplying incorrect, deficient or incomplete information. The mere fact that a candidate has been allowed to appear in the exam will not be ground for his/her being eligible for the exam.

k) Candidates should be present in the Examination Hall at least half an hour before the exam and they will not be allowed to leave the Examination Hall until the exam is over. Candidates arriving after the commencement of the examination will not be permitted to enter the Examination Hall.

l) Candidate who is found either copying or receiving assistance or indulging in any kind of malpractice shall be disqualified. Canvassing in any form shall lead to rejection of the candidature.

m) The candidature of the candidate to the written test is the entirely provisional and mere issue of admit card or appearance at the Examination/skill test does not entitle him/her to any further claim for the post.

n) Candidates have to abide by the instructions given by the invigilator during the examination in the Examination Hall, failing which they will be liable to be debarred from the examination and subsequent disciplinary action shall be taken (as the case may be).

o) The result of the examination/skill test / final merit list etc, as the case may be , shall be displayed on the official website (*https://danapur.cantt.gov.in*) along with the display notice board of Cantonment Board Danapur and no separate intimation will be given to candidates. Therefore, the candidates are advised to check the website (*https://danapur.cantt.gov.in/*) on regular basis.

p) No. of vacancy against each advertised post may increase/decrease as per the latest Administrative instructions/ orders issued by the competent authority. The appointing authority reserves the right to cancel or modify the advertisement or recruitment process or any part of it, at any stage without assigning any reason thereof.

q) Appointment letter shall be issued to the provisionally selected candidates only after verification of educational qualification, caste certificate and other documents the case may be.

r) The entire recruitment process can be cancelled by the competent authority at any point in time and no correspondence regarding the same will be entertained.

s) If at any stage it is found that the candidate has concealed or misrepresented any desired or required information, his candidature shall be cancelled and other appropriate action like debarment, termination etc. shall be initiated/undertaken against the defaulter concerned.

t) The reservation for any post, as applicable, will be based on the Central Govt. rules.

u) In case of any dispute, the decision of the Chief Executive Officer, Cantonment board Danapur will be final and binding on all parties.

v) Courts at Danapur shall have the sole jurisdiction in respect of all disputes arising out the subject matter.

w) The Cantonment Board reserves the right not to fill up any of the posts advertised without assigning any reason.

x) The cut off marks (Out of total marks) for written examination/skill test if any, for the said post, shall be as per the decision of the competent appointing authority and no representation in this regard shall be entertained.

y) No person shall be appointed under this rule who has been dismissed from employment under the Central Government or any State government or any Board or local authority, corporation or another public undertaking, or has been sentenced by a criminal court to imprisonment or has been ordered to find security for keeping the peace and for good behavior under the Code of Criminal Procedure, 1973(2 of 1974), or has been sentenced by a criminal court for any offence under Chapter IX-A of the Indian Penal Code, 1860 (45 of 1860) or has been adjudged insolvent by a competent court.

12. Scrutiny of documents along with Online generated Applications: -

The provisionally shortlisted/ merit list candidate will be called for verification /scrutiny of documents. The following original Documents /Certificates and one set of self-attested copies, along with hard copies of print out of online application are to be produced at the time of verification/scrutiny of documents.

(a) Computer generated Application form duly signed by the candidate.
(b) Proof of Date of Birth (10th Pass certificate)
(c) Two latest colour passport size photographs.
(d) Original Certificates of requisite academic qualification with detail marks, etc.
(e) Address proof
(f) Aadhaar Card/Voter Id Card
(g) Experience certificate if any

* If any candidate fails to produce any of the above-mentioned documents, his/her candidature is liable to be rejected at any level of the recruitment process.

The original documents as mentioned above of the shortlisted candidates will be checked & verified at office of the Danapur Cantonment Board and further the appointing authority will undertake an exercise of verification of character and antecedents of the Candidates. The appointment will be

provisional and subject to verification of Character and antecedents of the Candidate. It may be noted that document verification is just another stage in the selection process. The provisional appointment letter shall be issued to the successful candidate only after scrutiny and verification of documents and if found correct in every respect. Candidature of the candidate may be cancelled at any stage and no correspondence in this regard will be entertained.

13. Selection will also be subject to the following conditions:-

(a) Medical Fitness test.
(b) Verification of Character and Antecedents.
(c)Verification of caste certificate and creamy layer certificate status wherever applicable(Belonging/Not Belonging to creamy layer)
(d) Verification of Educational qualification certificate & Experience Certificate.
(e) Verification of all Certificate/documents from issuing authority.

14. Rejection:-

The following acts of commission would render the candidature/ application as disqualified/rejected:-

(a) Not meeting the laid down mandatory essential qualifications.
(b) Furnishing of false, incorrect, or tampered information.
(c) Obtaining support for his candidature through unfair means.
(d) Impersonation by any person.
(e) Submitting fabricated / false documents.
(f) Making statements that are incorrect or false or suppressing material information.
(g) Resorting to any other irregular or improper means in connection with his candidature for the selection.
(h) Improper / Incomplete filling of application.

15. Important Instructions: -

1. The decision of CEO, Danapur in all matters relating to the acceptance or rejection of an application, eligibility/suitability of a candidate etc shall be final and binding for all the candidates.

2. The candidate should have valid email ID and a working mobile number for applying against the recruitment. The applicants are advised not to change their email ID or Mobile number during the process of recruitment.

3. After the examination, details regarding marks obtained by each candidate will be placed on the Official website / Portal *https://danapur.cantt.gov.in* and notice board of the Cantonment Board Office.

4. Any doubts/clarifications regarding the recruitment process can be clarified from the office of the Cantonment Board Danapur on any working day between working hours 10;00A.M to 5:00P.M. (Telephone No. 06115-227414).

5. Any corrigendum/change regarding the examination will only be notified through the website / Portal *https://www.mponline.gov.in* and *https://danapur.cantt.gov.in/* and no other medium of giving information to candidates will be incorporated.

16. Instructions for Candidates:-

(i) The service of the selected candidates on appointment will be governed by the provision of the Cantonment Board Employees Service Rules, 2021 as amended from time to time, Cantonment Act 2006 and Govt. Instructions issued from time to time.

(ii) The vacancy advertised is provisional and likely to be permanent. The appointing authority reserves the right to increase or decrease vacancies. In case the vacancy position is reduced to any number, the Board is not liable to compensate the applicant for any consequential damage/loss.

(iii) The appointing authority reserves the right to cancel a part of or entire process of examination or a part of it due to administrative reason(s) and in case of unfair means, cheating or other irregularities/malpractice noticed by the appointing authority. The appointing authority also reserves the right to cancel or set up a new examination center and divert the candidates to appear at that examination center if required and no correspondence in this regard shall be entertained.

(v) No representation on any grounds for non-appearance for the written test by the candidates will be entertained and his/her candidature will not be considered in such an eventuality.

(vi) Use of calculator, Laptop, Palmtop, other Digital/electronic instrumental/ mobile/ cell phone, Paper etc are not allowed. In case of any candidate is found to be in possession of any gadgets/instrument, he/she would be debarred from the examination and legal proceeding can also be initiated against the candidates.

(vii) Candidates are required to visit website/Portal *https://www.mponline.gov.in* and *https://danapur.cantt.gov.in/* regularly to check the latest updates, corrigendum, Downloading of Admit Card, Time & Date for written test and other information regarding the recruitment process.

(viii) All the applicants are required to be present well in advance time on the date & venue before the commencement of written test. Any delay in presence will be marked as absent.

Sd/-xxx
(Devanshu Chaudhary, IDES)
Chief Executive Officer
Cantonment Board, Danapur Cantt

Date 23/07/2023
Place: Danapur