



Government of India
Department of Atomic Energy
Raja Ramanna Centre for Advanced Technology



Advertisement No : RRCAT-2/2018 dated 08/08/2018

Last date to apply on line 10/09/2018

"GOVERNMENT STRIVES TO HAVE A WORKFORCE WHICH REFLECTS GENDER BALANCE AND WOMEN CANDIDATES ARE ENCOURAGED TO APPLY."

Online applications are invited from eligible candidates to fill up the following posts in Raja Ramanna Centre for Advanced Technology (RRCAT), Indore (M.P) :

Post Code	Name of the post	No. of posts	Educational Qualification				
I	Upper Division Clerk	09 [UR-5, ST-4]	<p>Essential: A degree of recognized University or equivalent with an aggregate of 50% marks. In case Universities award letter grades / CGPA / OGPA, the same will have to be indicated as equivalent percentage of marks as per the norms adopted by that University. In the absence of the same, the candidate will not be considered.</p> <p>Desirable: Minimum speed of 30 words per minute in typewriting in English, provided that a physically handicapped person who is qualified to hold the clerical post, but does not possess the said qualification in typewriting may be appointed subject to the condition that the Medical Board attached to the Special Employment Exchange for handicapped or where there is no Special Board, a Civil Surgeon certifies that the said handicapped person is not in a fit condition to be able to type. Knowledge of computer data processing</p>				
Selection Procedure	<p>The selection process will consist of the following:</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 20%;">Level 1 Test</td> <td>Objective test covering: 1. General English 2. General Knowledge 3. General Intelligence and Reasoning 4. Quantitative Aptitude (Arithmetic)</td> </tr> <tr> <td>Level 2 Test</td> <td>English language and comprehension (Descriptive written test)</td> </tr> </table> <p>Level 1 will be only qualifying exam / screening test to shortlist candidates for Level 2 Main exam. The criteria for empanelment will be based on marks obtained in Level 2 (Main) only.</p> <p>Minimum qualifying standard for Level 1 for ST candidates will be 40% aggregate and for other candidates 50% aggregate.</p>			Level 1 Test	Objective test covering: 1. General English 2. General Knowledge 3. General Intelligence and Reasoning 4. Quantitative Aptitude (Arithmetic)	Level 2 Test	English language and comprehension (Descriptive written test)
Level 1 Test	Objective test covering: 1. General English 2. General Knowledge 3. General Intelligence and Reasoning 4. Quantitative Aptitude (Arithmetic)						
Level 2 Test	English language and comprehension (Descriptive written test)						
Age	Minimum 18 years and Maximum of 27 years for UR and 32 years for ST candidates as on last date of submission of application.						
Pay	` 25,500/- (Level 4, Cell No.1 in the Pay Matrix) plus usual allowance as admissible to Central Government employees						
Nature of duties	Maintenance of files, noting, drafting, correspondence, typing letters, preparing various datas, monitoring data, maintaining registers, maintaining inward and outward dak register.						

Post Code	Name of the post	No. of posts	Educational Qualification and Experience				
II	Driver (Ordinary Grade)	04 [UR-2, OBC-1, ST-1]	<p>Essential: (i) Tenth pass; (ii) Possession of a valid driving licence to drive light and heavy vehicles; (iii) Knowledge of motor mechanism (candidate should be able to remove minor defects in vehicle); (iv) Consolidated experience in driving a light or heavy vehicle for at least 3 years</p> <p>Desirable: Possession of a valid driving licence to drive two wheelers.</p>				
Selection Procedure	<p>The selection process will consist of the following:</p> <table border="1"> <tr> <td>Level 1 Test</td> <td>Written Test – General Knowledge, General English, Arithmetic, Motor Vehicle Act.</td> </tr> <tr> <td>Level 2 Test</td> <td>Driving Test</td> </tr> </table> <p>The criteria for empanelment will be based on performance in Level 1 and Level 2. Minimum qualifying standard for Level 1 for OBC & ST candidates is 40% aggregate and for others 50% aggregate.</p>			Level 1 Test	Written Test – General Knowledge, General English, Arithmetic, Motor Vehicle Act.	Level 2 Test	Driving Test
Level 1 Test	Written Test – General Knowledge, General English, Arithmetic, Motor Vehicle Act.						
Level 2 Test	Driving Test						
Age	Minimum 18 years and Maximum of 27 years for UR, 30 years for OBC and 32 years for ST candidates as on last date of submission of application.						
Pay	` 19,900/- (Level 2, Cell No.1 in the Pay Matrix) plus usual allowance as admissible to Central Government employees						
Nature of duties	To drive and maintenance of light and heavy vehicles. Make the necessary entries regarding duty performed in the prescribed log books on daily basis and submit the same for verification. The duty may also involve working in round the clock shifts.						

Post Code	Name of the post	No. of posts	Educational Qualification and Experience
III	Work Assistant/A	2 [1 HH-Hearing impairment & 1 VH - Low Vision]	Tenth Pass
Disability description	<p>“Hearing impairment” means loss of sixty decibels or more in the better ear the conversational range of frequencies.</p> <p>“Person with Low Vision” means person with impairment of visual functioning even after treatment or standard reflective corrections but who uses or is potentially capable of using vision for the planning or execution of a task with appropriate assistive device.</p>		
Selection Procedure	<p>Selection will be based on written test only. Written test will consist of General Knowledge, General English, Arithmetic.</p> <p>In the event of same marks in written test, following criteria will be adopted in sequence for deciding position in merit list :</p> <ul style="list-style-type: none"> • Candidate with higher percentage of marks in aggregate in 10th standard will be place higher in the merit list. • Older Candidate (in age) will be placed higher in the merit list. 		
Age	Minimum 18 years and Maximum of 37 years for UR, 40 years for OBC, 42 years for SC & ST candidates as on last date of submission of application.		
Pay	` 18,000/- (Level 1, Cell No.1 in the Pay Matrix) plus usual allowance as admissible to Central Government employees		

Nature of duties	Any of the following based on place of posting : 1. Cosmetic maintenance of laboratories and office buildings and surrounding areas including toilets, providing clean, neat and hygienic ambience in the area and miscellaneous office work. 2. Cleaning and decontamination of plants / machinery, assistance in plants / workshops / store and other utility area. The duty may also involve working in round the clock shifts. 3. Duties includes developing the gardens by digging soil and planting of different plants; maintenance of gardens by sweeping, watering, weeding, mowing, manuring, pruning and propagating plants and flower arrangements. 4. Agricultural operations including ploughing, harvesting, seed sorting / packing, pesticides and fertilizer treatment, bird watch, etc. 5. Miscellaneous office work etc.
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In addition to the above, the following age relaxation are also applicable:

- a) For persons with disabilities (Only for Post Code –I) : Up to a maximum of 10 years.
- b) Widows, divorced women and women judicially separated from their husbands and who are not re-married are eligible for relaxation in the upper age limit as per Government orders.
- c) Relaxation in the upper age limit of 05 years shall be admissible to all persons who had ordinarily been domiciled in Kashmir division of the state of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989 provided that the relaxation in the upper age limit for appearing at any examination shall be subject to the maximum number of chances permissible under the relevant rules.

Certificate regarding proof of residence -

Any person intending to avail of this relaxation of age limit admissible under Central Civil Services and Civil Posts (Upper Age Limit for Direct Recruitment) Rules, 1998, shall submit a certificate from:

- i) The District Magistrate in the Kashmir division within whose jurisdiction he/she had ordinarily resided;
- OR
- ii) Any other authority designated in this behalf by the Government of Jammu & Kashmir to the effect that he/she had ordinarily been domiciled in the Kashmir division of the state of Jammu & Kashmir during the period from the 01.01.1980 to 31.12.1989.
- d) Relaxation to Ex-servicemen, departmental candidates (central government civilian employees), family members of those who died in 1984 riots will be as per extant Government orders.

NOTE : Only date of birth indicated in Matriculation Certificate / Municipal Birth Certificate will be accepted. No subsequent request for change shall be granted.

GENERAL INSTRUCTIONS :

- a) Before applying, the candidate should ensure that he/she fulfills all the eligibility conditions mentioned in the advertisement. The candidates are required to give correct information. The applicants would be admitted to the written test on the basis of information furnished by them in their application form. In case it is found at later stage that the information furnished by applicant is false or an applicant does not fulfill any of the eligibility conditions, the candidature of such applicants would be cancelled and no correspondence in this regard would be entertained.

- b) The filling up of vacancies indicated in advertisement is subject to approval of Competent Authority and may not be filled up if decided otherwise in terms of the orders issued by Government from time to time.
- c) The eligibility criteria including period of experience as prescribed in the advertisement will be determined with reference to the last date of submission of application.
- d) **Travelling Allowance:**
- (i) All SC/ST outstation candidates called for Written Test will be paid Travelling Allowance (TA) of second-class Railway fare by the shortest route (subject to production a copy of tickets) as per rules.
- (ii) However, Travelling Allowance is not admissible to those SC/ST candidates who are already in Central/State Government services, Central/State Government Corporation, Public Sector Undertakings, Autonomous bodies, Local Government Institutions and Panchayats and / or availing the concession from Railways, if any, for undertaking journey for attending written test.
- (iii) TA forms can be downloaded from RRCAT website. TA reimbursement will be subject to production of self attested copy of SC/ST Caste Certificate and Paper Tickets.
- e) RRCAT, Indore reserves the right to fill up the posts or even to cancel / restrict / modify / alter the whole process of recruitment without issuing any further notice or assigning any reason thereof.
- f) Candidates who have not acquired / will not acquire the required educational qualification as on **CLOSING DATE** of submission of application (**10/09/2018**) will not be eligible and need not apply.
- g) The applicants are requested to visit constantly our website <http://www.rrcat.gov.in/hrd/Openings/Current_Openings.html> for current information related to this advertisement.
- h) Ex-servicemen who have already secured employment in civil side under Central Government in Group "C" posts on regular basis after availing the benefit of reservation given to Ex-servicemen for their re-employment are NOT ELIGIBLE for claiming benefits of reservation under Ex-servicemen category.
- i) Written Test / Driving test will be conducted in RRCAT, Indore only.

HOW TO APPLY :

- (i) **ONLY ONLINE APPLICATIONS WILL BE ENTERTAINED.**
- (ii) Last date of applying online application is **10/09/2018**.
- (iii) Candidates may visit <http://www.rrcat.gov.in/hrd/Openings/Current_Openings.html> for submitting their application online.
- (iv) Candidates are required to have valid e-mail ID and a mobile number which should remain active during the currency of this recruitment. Call letter for Written Test / Driving Test, as the case may be, to the screened-in candidates will be sent on registered e-mail ID only.

- (v) Issuance of an admit-card for the examination will not confer any right for appointment. Appointment will be solely subject to the fulfillment of all eligibility conditions.
- (vi) User guide is available on the web-site duly explaining the procedure to apply and upload recent photograph and signature. **Candidates may please note that no other documents need to be uploaded while submitting application online.** The applicants must read the user guide before online submission of application.
- (vii) RRCAT is not responsible for any discrepancy in submitting details online. The applicants are therefore advised to strictly follow the instructions and user guide.
- (viii) Before uploading / submission of application form, the candidates should be cautious and ensure his/her eligibility to apply for the post. No relevant column of the application form should be left blank.
- (ix) Applicant must possess required qualification and experience as on last date of submission of application.
- (x) Only one application is acceptable for one post. If candidate wishes to apply for more than one post, separate application should be submitted on-line for each post.
- (xi) Candidates are advised to submit the on-line application well in advance without waiting for closing date.
- (xii) Candidates working under the Central/State Govt./Public Sector Undertakings/Autonomous Bodies etc. are required to submit "NO OBJECTION CERTIFICATE" from the employer while appearing for written test / driving test, as the case may be, failing which they will not be permitted to appear in written test / driving test, as the case may be.
- (xiii) The Candidates are required to bring print out of on-line application, and original certificates along with self-attested copies of following certificates at the time of appearing for Level-2 test for the post of UDC & Driver (Ordinary Grade) and written test for the post of Work Assistant/A :
 - a. Recent passport size coloured photograph
 - b. Certificate for the proof of Age (SSC/10th pass/ Municipal Birth Certificate)
 - c. Educational / Technical Qualification
 - d. Driving License (if applicable)
 - e. Experience Certificate (if applicable)
 - f. Caste Certificate in prescribed format available on RRCAT website (if applicable)
 - g. Disability Certificate in prescribed format available on RRCAT website (if applicable)
 - h. Certificate regarding domiciled in Kashmir Division from 01.01.1980 to 31.12.1989 (if applicable)
 - i. Valid proof that they have been affected by 1984 riots (if applicable)
 - j. Any other relevant certificate (if applicable)

REQUIREMENT OF DISABILITY CERTIFICATE

- i) Definition of disabilities will be as mentioned in DoPT OM No. 36035/3/2004-Estt(Res) dated 29.12.2005
- ii) Minimum degree / percentage of disability for reservation : 40%.
- iii) According to the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Rules, 1996 notified on 31/12/1996 by the Central Government in exercise of the

powers conferred by sub-section (1) and (2) of Section 73 of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (1 of 1996), a disability certificate shall be issued by a Medical Board duly constituted by the Central or a State Government. The Central/State Government may constitute a Medical Board consisting of at least three members, out of which, at least, one member shall be a specialist from the relevant field.

- iv) The certificate would be valid for a period of 5 years for those whose disability is temporary. The Medical Board shall indicate the period of validity of the certificate where there are chances of variation in the degree of disability. For those who acquired permanent disability, the validity can be shown as permanent. On representation by the applicant, the Medical Board may review its decision having regard to all the facts and circumstances of the case and pass such orders in the matter as it thinks fit.
- v) Compensatory time for person with disabilities shall be provided as per the extant orders of Government of India.
- vi) SC/ST/OBC/Persons with Disabilities candidates selected on their own merit without relaxed standards along with other candidates, will be considered against unreserved vacancies provided the post is identified for the persons with disability of relevant category.

RECORDS OF THE NON-SELECTED CANDIDATES SHALL NOT BE PRESERVED BEYOND 6 MONTHS FROM THE DATE OF FORMATION OF SELECT LIST

CANVASSING IN ANY FORM SHALL BE A DISQUALIFICATION
