

**GOVERNMENT OF INDIA
DEPARTMENT OF ATOMIC ENERGY
HEAVY WATER PLANT (BARODA)**

**POST : FERTILIZERNAGAR,
DIST : BARODA - 391 750.**

ADVERTISEMENT NO : HWP(B)/2/2006

LAST DATE OF RECEIPT OF APPLICATION : 30.09.2006

Applications are invited from the candidates fulfilling the qualifications and experience for the following category of posts, which are likely to be filled up in the exigencies of work in Heavy Water Plant, Baroda and Kota. However selected candidates may also be considered for appointment in any of the Heavy Water Plants/DAE Units in the country subject to exigencies of work.

CATEGORY – I

1. Name of Post : **SCIENTIFIC ASSISTANT/B (LIBRARIAN)**
2. Number of post : 01 (ONE) (Reserved for OBC)
(Reserved for Physically Challenged – Hearing Impairment)
3. Scale of pay : Rs. 5500-175-9000
4. Qualification Essential : B.Sc. plus Bachelor in Library Science or equivalent Diploma with minimum 50 % marks in B.Sc & 60 % marks in Bachelor in Library Science/equivalent Diploma as the case may be.
5. Desirable : Persons having two years experience in Library will be preferred.
6. Age limits, if any : Minimum age limit 18 years & maximum 33 years (Those candidates who have passed M.Sc./Degree in Engg./AMIE/equivalent or appearing for M.Sc./Degree Engg./AMIE/equivalent (final year) will not be considered for appointment and hence need not apply).

CATEGORY – II

1. Name of Post : **SCIENTIFIC ASSISTANT/B (CIVIL)**
2. Number of post : 01 (ONE) (Reserved for OBC)
3. Scale of pay : Rs. 5500-175-9000
4. Qualification Essential : Diploma in Civil (03 years after SSC) with not less that 60 % marks.
5. Desirable : Persons having two years experience in Civil job supervision work in reputed firms will be preferred.
6. Age limits, if any : Minimum 18 years and maximum 28 years

CATEGORY – III

1. Name of Post : **STENOGRAPHER GRADE II**
2. Number of post : 03 (THREE) (Un-reserved)
(01 HWP/Baroda & 02 HWP/Kota)
(01 Post is Reserved for Physically Challenged Locomotor disability or cerebral palsy).
3. Scale of pay : Rs. 5000-150-8000
4. Qualification Essential : i) Matriculation or equivalent
ii) Minimum speed of 100 wpm in English short-hand and 45 wpm in English typing.
5. Desirable : i) Knowledge in Hindi Stenography/Hindi Typing.
ii) Knowledge of Computer Application. Data Entry & Data Processing
6. Age limits, if any : Minimum 18 years and maximum 25 years.
(Relaxation in case of SC/ST/OBC/PHP/ex- servicemen as per the relevant rules will be given.)

CATEGORY – IV

1. Name of Post : **TRADESMAN/B (Mason)**
2. Number of posts : 01 (ONE) (Reserved for OBC)
(Reserved for Physically challenged – Hearing Impairment)
3. Scale of pay : Rs. 3200-85-4900.
4. Qualification Essential : HSC or SSC with minimum 50% marks in Science & Maths subjects put together in SSC or HSC + Trade Certificate in the Masonry Trade of not less than One year duration recognized by the Competent Authority.

OR

- IXth Std. Pass with 5½ years experience in the Masonry trade in reputed firms.
5. Desirable : Working experience as Mason in medium size Industry will be preferred.
 6. Age limits, if any : Minimum 18 years and maximum 33 years.

CATEGORY – V

1. Name of Post : **FIREMAN/A**
2. Number of post : 01 (ONE) (Reserved for OBC)
3. Scale of pay : Rs. 3050-75-3950-80-4590
4. Qualification : SSC or equivalent. Persons having certificate
Essential of course from State Fire Training Centers and having valid Heavy Vehicle Driving Licence will be given preference.
5. Age limits, if any : Minimum 18 years and maximum 28 years.
6. Physical Standards : No deformity
Height : 165 cms.(Minimum)
Weight : 50 Kgs.(Minimum)
Chest : 81 cms.(normal)
Chest : 86 cms.(expansion)
Vision : 6/6 (without wearing glasses or any other aid. Night or colour blindness shall be a disqualification.)

Candidates should qualify in physical endurance test like running 100 meters with 64 kgs., weight in one minute, climbing of rope and/or vertical pipe to a height of at least three meters from the ground.

CATEGORY – VI

1. Name of Post : **SECURITY GUARD**
2. Number of post : 02 (TWO) (One Reserved for OBC)
3. Scale of pay : Rs. 2550-55-2660-60-3200
4. Qualification : VIIIth Standard passed (relaxable in the case of
Essential Ex-serviceman), Should have good physique and no deformity.

Persons having 2/3 years experience in Security jobs of reputed firm will be preferred. Preference would be given to Ex-Service personnel.
5. Age limits, if any : Minimum 18 years and maximum 25 years.
(Relaxation in case of SC/ST/OBC/ex- servicemen as per the relevant rules will be given.)

CATEGORY – VII

1. Name of Post : **ORDINARY GRADE DRIVER**
2. Number of post : 02 (Unreserved)
3. Scale of pay : Rs. 3050-75-3950-80-4590
4. Qualification : Must have passed SSC or equivalent and must hold a clean and valid licence to drive heavy motor vehicle and should have minimum three years continuous driving experience of light/heavy vehicles. Ability to read and fill-up routine forms in English/Hindi desirable.
- Essential
- Must be able to attend the minor repairs of petrol and diesel driven vehicles such as :- (a) General day-to-day maintenance of the vehicle. (b) Tyre, battery maintenance and lubrication of vehicle. (c) Accelerator, brake, clutch pedal and fan belt adjustments. (d) Removal of air lock and oil block. (e) Engine tune up, brake adjustment, wheel alignment and observation of dashboard meters.
5. Age limits, if any : Minimum 18 years and maximum 30 years.
(Relaxation in case of SC/ST/OBC/ex- servicemen as per the relevant rules will be given.)

SELECTION PROCEDURE AND CRITERIA :

Selection will be made on the basis of the performance of the candidate in the driving test followed by an oral interview. Only screened-in candidates will be called for driving test/interview. In case the response is more, the screening will be restricted to candidates having :

- (a) Longer experience in driving Light/Heavy vehicle.
- (b) Better performance in the driving test.
- (c) Any relevant technical qualification from recognized Board/Institution.
- (d) Ex-servicemen (Drivers from defence Service).

GENERAL INSTRUCTIONS :

- 1) **AGE LIMIT : As on 01/07/2006.**
- a) Relaxation in age will be given to the departmental candidates who are working in the same line or allied cadre and having substantial or extraordinary working experience.
 - b) Relaxation in the upper age limit of 5 years shall be admissible to persons who had ordinarily been domiciled in Kashmir division of the State of Jammu & Kashmir during the period from 1st day of January, 1980 to 31st day of December, 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 rule 3 shall submit a certificate from :

- (i) the District Magistrate in the Kashmir division within those jurisdiction he had ordinarily resided.

OR

- (ii) any other authority designated in this behalf by the Government of Jammu & Kashmir to the effect that he had ordinarily been domiciled in the Kashmir division of the State of Jammu & Kashmir during the period from the 1st day of January, 1980 to 31st day of December, 1989.

- 2) The candidates applying against the reserved vacancy for Physically Challenged should produce requisite Medical Certificate from the appropriate Medical Authority.
- 3) Selection will be on the basis of performance in written Exam/Stenography test/ Interview for category III. For category No. I, II, IV to VII, the selection will be on the basis of performance in the trade test and/or interview. **Candidates applying for the above post will be given an option to answer in Hindi/English at the time of Written Exam/Interview.**
- 4) The vacancies shown above are provisional and liable to vary. In case the vacancy position for any category is reduced or even made nil, HWP (Baroda) is not liable to compensate the applicants for consequential damage/loss.
- 5) The nature of duties to be performed by the above category (except category No. I to IV) involves working round the clock shift duties, in operational plants and areas located at various parts of the Country.
- 6) Outstation SC/ST candidates called for written exam/interview for the above mentioned posts will be paid second class rail fare or actual fare whichever is less from the place of their normal residence to the place of written exam / interview and back by the shortest route subject to the production of tickets / ticket number, etc. However, Travelling Allowance is not admissible to those candidates who are already in Central / State Government services, Central / State Government Corporation, Public Undertakings, Local Institutions and Panchayats.
- 7) Candidates selected against his advertisement are likely to be posted at Heavy Water Plant (Baroda / Kota). However, they are liable to serve in any part of India and in any constituent unit of the Department of Atomic Energy as may be required in public interest.
- 8) The candidates appointed will be governed by New Contributory Pension Scheme effective from 01.01.2004.
- 9) While all candidates irrespective of community/group will be considered against Un-Reserved vacancies, against community/group quota vacancies only candidates belonging to that community/group will be considered. For this purpose, SC/ST/OBC candidates should furnish Caste Certificate from Competent Authorities. In case of OBC, the certificate should specially indicate that the candidate does not belong to the persons/sections (creamy layer) mentioned in Col. 3 of the Schedule of the Government of India, Department of Personnel and Training OM No. 36033/3/2004-Estt.(res) dated 9.3.2004 and the certificate should be in the prescribed form circulated by Ministry of Personal & Training, Public Grievances and Pensions, Department of Personnel and Training, Government of India. The candidate belong to SC/ST/OBC should clearly indicate the same in the

application (even when applying for UR vacancy) and should attach proof of the same in the specified format failing which they will be treated as unreserved and subsequently representations for change of community status will not be entertained.

HOW TO APPLY:

1. Application should be made on good quality white A-4 size plain paper and should be in conformity with the format prescribed in proforma given overleaf. Candidates are advised to ensure that the application is legible, preferably typed in English or Hindi only.
2. The Candidate's Name, Address with Pin Code, Date of Birth should be written legibly in English in bold capital letters, even if a Candidate fills-in application form in Hindi.
3. The application and the outer cover should be superscribed as "Application for the post of _____, Category No. _____ against Advertisement No. HWP(B)/2/2006".
4. **PHOTOGRAPH:** A recent passport size photograph should be affixed on the right hand top corner of the application. One additional copy of passport size photograph should also be sent along with the application.
5. **ATTESTED COPIES OF CERTIFICATE OF :**
 - i. Educational/Technical qualification (supported by appropriate mark sheets indicating the subject offered at the examinations),
 - ii. Date of birth proof.
 - iii. Experience Certificates specifically stating the kind of work done should accompany the application.
 - iv. Certificates issued by the Competent Authority regarding their claim that they belongs to SC, ST or OBC (Non-Creamy Layer) (validity certificate should have been issued within 3 years) in the prescribed proforma.
 - v. Certificate from appropriate authority regarding physical disability (applicable to physically disabled persons only),
 - vi. Discharge from Defence Service (applicable to ex-defence personnel only).
 - vii. Copy of driving licence (applicable for category No.V & VII)
6. **NOTE:**
 - i. Persons working under the Central/State Government Public Sector Undertakings should submit their applications through proper channel. They may, however, send one advance copy of the application alongwith enclosures as detailed above to the address given below. But the advance copy will not be processed unless the original application is received through proper channel.

- ii. Incomplete applications and those, which are not in the prescribed form, are liable to be rejected.
 - iii. Applications which are illegible, incomplete, unsigned, not in prescribed format, without photo candidate, not having attested xerox copy of certificates are liable to be rejected. If the post and code no. is not indicated on the top of the envelope and the application, the same will not be entertained.
 - iv. Complete application should be sent to the **ADMINISTRATIVE OFFICER, HEAVY WATER PLANT(BARODA), POST : FERTILIZERNAGAR, DIST. BARODA – 391 750 SO AS TO REACH NOT LATER THAN 30th September 2006.** Transmission delay cannot be attributed to HWP(Baroda).
7. In case the response is more, the screening will be restricted to those with higher percentage of marks.
 8. Mere fulfilling of requirements as laid down in the advertisement does not qualify an applicant for the Written Exam/interview. No correspondence will be entertained with the candidates not called for interview/appointment.

CANVASSING IN ANY FORM SHALL BE A DISQUALIFICATION.

PROFORMA FOR APPLICATION

FOR OFFICE USE ONLY

Application No. :

Date of Receipt :

Affix recent
Passport size
Photograph

01. Advertisement No. : HWP(B)/2/2006
02. Category No. :
03. Name of the post :
04. Name in full beginning with Surname (in block letters) : _____
(Surname) (First name) (Middle name)
05. Date of birth (in Christian era) : _____
- (a) Age as on 01.07.2006 : ____ Years ____ Months ____ Days
06. Marital Status : Married Un-married
07. Nationality : _____
08. I) Address in block letters for Correspondence (with State, Pin Code, Telephone No. with STD codes) :
- II) Permanent Address (with State Pin Code, Telephone No. with STD codes) :
09. (a) Whether the applicant belongs to: Scheduled Caste/Scheduled Tribe/ Other Backward Class/General) SC ST OBC GEN
- (b) Please mention the name of the Caste/Tribe : _____
10. Whether belongs to Minority Community [Muslim/Christian/ Sikh/Any other (Please Specify)] : _____
11. Whether belongs to Ex-Servicemen/ Domiciled in Kashmir (If Yes, Specify) : _____
12. Do you have any physical disability (If Yes, Specify) : _____

13. Educational and professional qualifications from SSC onwards :-

Examination	University/Board/ Institution	Year of Passing	Main Subjects/ Specialisation	% of marks	Class obtained

14. Indicate the course of study if any, you are continuing presently.

Course	University/ Board/ Institution	Full time/ Part time	Duration of course	No. of semester/ subjects completed	Marks obtained

15. (a) Experience (particulars of all previous and present employment are to be furnished)

Name & Address of Employer	Post	Period of service (dd/mm/yy)		Total Experi- ence	Nature of work
		From	To		

(b) Whether presently working under Central or State Govt., Public Undertaking : _____

(c) If yes, then working as Permanent OR Temporary : _____

16. Details of relatives already employed in Department of Atomic Energy or its Constituent Units.

Sr.No.	Name	Relationship	Unit	Post

17. Are you under any contractual obligation to serve the Central/State Government/any other Public Sector Undertaking/Autonomous bodies? If so, please furnish full details :

18. Whether the applicant has ever served in Central (including Defence/State Government/Public Sector Undertaking/Autonomous Bodies and received/is in receipt of any pension, gratuity or employer's share to the Provident Fund? If so, please furnish full details.

19. Option to answer at the time of Interview : Hindi English

20. List of documents (as per check list to be attached to the application)

DECLARATION :

I hereby declare that the above stated information is factually correct to the best of my knowledge and belief. I have not suppressed any information and in case I have given wrong information or suppressed any fact, then my services are liable to be terminated without giving any notice or reasons thereof. I am not aware of any circumstances which might impair my fitness for the above assignment.

Place :

Signature of the candidate

Date :

CHECK LIST FOR THE CANDIDATES (TO BE ATTACHED TO THE APPLICATION)

(Put X in the boxes applicable)

1. Copy of the application completed and attached.
2. Photograph affixed on the application and an additional copy of the photograph attached with application.
3. Application signed.
4. An attested copy of each of the following certificates is attached.
 - a) Date of Birth certificate.
 - b) Caste Certificate (if applicable).
 - c) Physical disability certificate (if applicable).
 - d) Educational & Technical Qualification.
 - e) Experience certificate.
 - f) Discharge Certificate from Defence Services (If applicable)
 - g) Certificate regarding proof of residence in the state of Jammu & Kashmir(if applicable)

Date : _____

Signature : _____