

ADVERTISEMENT NO. VECC - 3/2015

SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITIES

Last date for receipt of application: 30.10.2015

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

Applications are invited to the following posts:

POST NO.1 : **LOWER DIVISION CLERK**

No. of Posts : **1 (UR) - Reserved for Orthopaedically Handicapped**

Pay band : **₹ 5200-20200 (PB-1) and Grade Pay ₹ 1900/-**

Total Emoluments (i.e., pay in the Pay Band + Grade Pay + DA + Transport Allowance as per (A-1) Class City + DA on transport allowance): **₹ 17,743/- p.m. (approx.)** excluding HRA.

Essential Qualification: (i) Matriculation or equivalent with 50% marks. Minimum speed of 30 words per minute in typewriting in English. A physically handicapped person who is qualified to hold the clerical post, but does not possess the said qualification in typewriting may be considered for appointment, 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.

Desirable Qualification: (i) Knowledge of computer data processing.

POST NO.2 : **STENOGRAPHER GRADE-III (ENGLISH)**

Pay Band : **₹ 5200-20200/- (PB-1) & Grade Pay: ₹ 2400/-**

Total Emoluments (i.e., pay in the Pay Band + Grade Pay + DA + Transport Allowance as per A-1 Class City + DA on transport allowance): **₹ 24,516/- p.m. (approx.)** excluding HRA.

No. of posts : **1 (UR) - Reserved For Orthopaedically Handicapped**

Essential Qualification: (i) Matriculation or equivalent with 50% marks.
(ii) A speed of 80 words per minute in English Stenography.
(iii) Typing speed in English of 30 words per minute.

Desirable Qualification: Knowledge of computer application, data entry & data Processing.

- POST NO.3** : **STIPENDIARY TRAINEE (CAT.I)- PHYSICS**
- Stipend** : ₹ 9,300/- p.m. for 1st year & ₹ 10,500/- p.m. for 2nd year.
- No. of posts** : **1 (UR) - Reserved for Visually Handicapped**
- Essential Qualification** : (A) B.Sc. with minimum 60% marks with following combination of subjects:-
Physics as principal subject and among other two subsidiary subjects Mathematics is compulsory and any one from the following subjects:-

Chemistry, Statistics, Electronics & Computer Science e.g.,
(a) Physics (Principal), Mathematics & Chemistry or
(b) Physics (Principal), Mathematics & Computer Science or
(c) Physics (Principal), Mathematics & Electronics or
(d) Physics (Principal), Mathematics & Statistics.
OR
(B) Candidates with minimum 60% marks in B.Sc. with Physics/Chemistry/Mathematics/Statistics/Electronics/Computer Science as subjects with equal weightage will also be considered.

The combination of subjects in B.Sc. should be as under:

- (a) Physics, Mathematics & Chemistry or
(b) Physics, Mathematics & Computer Science or
(c) Physics, Mathematics & Electronics or
(d) Physics, Mathematics & Statistics.

- POST NO.4** : **STIPENDIARY TRAINEE (CAT.I) Electronics/Instrumentation**
- Stipend** : ₹ 9,300/- p.m. for 1st year & ₹ 10,500/- p.m. for 2nd year.
- No. of posts** : **1 (UR) - Reserved for Hearing Handicapped**
- Essential Qualification** : (i) Minimum 60% marks in Diploma in Electronics / Instrumentation Engineering (3 years after SSC or 2 years after Higher Secondary).

- POST NO.5** : **STIPENDIARY TRAINEE (CAT.II)- Engineering Draughting**
- Stipend** : ₹ 6,200/- p.m. for 1st year & ₹ 7200/- p.m. for 2nd year.
- No. of posts** : **1 (UR) - Reserved for Orthopaedically Handicapped**
- Essential Qualification** : (i) SSC with a minimum 60% marks in aggregate plus trade certificate of minimum 1 year duration in relevant trade from a recognized Institution.

Definitions of Disabilities :

Definitions of categories of disabilities for the purpose of recruitment are given below:

- (a) **Blindness:** 'Blindness' refers to a condition where a person suffers from any of the following conditions, namely:-
- (i) total absence of sight; or
 - (ii) visual acuity not exceeding 6/60 or 20/200 (snellen) in the better eye with correcting lenses or;
 - (iii) limitation of the field of vision subtending an angle of 20 degrees or worse;
- (b) **Low vision:** "Person with low vision" means a person with impairment of visual functioning even after treatment or standard refractive correction but who uses or is potentially capable of using vision for the planning or execution of a task with appropriate assistive device.
- (c) **Hearing impairment:** "Hearing Impairment" means loss of sixty decibels or more in the better ear in the conversational range of frequencies.
- (d) **Loco Motor disability:** "Loco Motor Disability" means disability of the bones, joints or muscles leading to substantial restriction of the movement of the limbs or any form of cerebral palsy.
- (e) **Cerebral Palsy:** "Cerebral Palsy" means a group of non-progressive conditions of a person characterized by abnormal motor control posture resulting from brain insult or injuries occurring in the prenatal, perinatal or infant period of development.
- (f) All the cases of orthopedically handicapped persons would be covered under the category of "Loco Motor disability or Cerebral Palsy."

Degree of Disability for reservation: Only such persons would be eligible for relaxation of conditions in respective community in services/posts who suffer from not less than 40% of relevant disability.

Minimum age Limit as on 30.10.2015: (i) For Post No.1, 2 & 5 : 18 Years.
(ii) For Post No.3 & 4 : 19 Years.

Maximum age Limit as on 30.10.2015:

| Category of candidates | Maximum Age (in years) | Condition for relaxation of age |
|-------------------------|---|---|
| Persons with Disability | Gen-37, OBC-37, SC/ST-37 (Applicable for Post No.1 & 2) | 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), the Disability Certificate shall be issued by the Medical Authority competent to issue such certificate as per Proforma (Form-II, III or IV as applicable and as prescribed) notified by Ministry of Social Justice And Empowerment vide Notification No.G.S.R.2(E) dated 30 th December, 2009 of Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Amendment Rules, 2009 subject to Definitions of disabilities and degree of disability for reservation mentioned above. |
| | Gen-34, OBC-34, SC/ST-34 (Applicable for Post No.3 & 4) | |
| | Gen-32, OBC-32, SC/ST-32 (Applicable for Post No.5) | |

| | |
|--|---|
| Persons domiciled in Kashmir Division of Jammu Kashmir with Disability | 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 and Kashmir during the period from the 1 st January 1980 to the 31 st 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 should be from; 1. the District Magistrate within whose jurisdiction he/she had ordinarily resided (or) 2. 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 1 st day of January 1980 to the 31 st day of December 1989. |
| Relaxation in the upper age limit of 5 years shall be admissible to children/family members of those who died in the 1984 riots. | |

METHOD OF SELECTION

Selection will be made as per following examination. Candidates will have the option to write the paper in Hindi (Paper II) only.

| Post. No. | Post | Written Test | | Skill Test | Interview |
|-----------|---|---|---|--|--|
| 1. | Lower Division Clerk | Paper-I General English (Duration 3 Hrs.) | Paper-II General Knowledge & Elementary Mathematics (Duration 3 Hrs.) | Typing Test | Those who qualify in the Written Test & Typing Test will be called for interview. |
| 2. | Stenographer Grade - III | Paper-I General English (Duration 3 Hrs.) | Paper-II General Knowledge & Elementary Mathematics (Duration 3 Hrs.) | Stenography Test. [Typing to be done in Computer (MS Word)] | Those who qualify in the Written Test & Stenography Test will be called for interview. |
| 3 & 4 | Stipendiary Trainee (CAT.I)- PHYSICS & Electronics/ Instrumentation | Written examination of one-hour duration will be conducted and will comprise of objective type questions.## | | N.A. | Shortlisted candidates will be called for interview. |
| 5 | Stipendiary Trainee (CAT.II)- Engineering Draughting | Written examination of one-hour duration will be conducted and will comprise of objective type questions. @@ | | N.A. | Shortlisted candidates will be called for interview. |

The syllabus for the Written Test will be based on subjects of B.Sc./Diploma level for Category-I.

@@ The syllabus for the Written Test will be based on subjects of SSC & ITI level for Category-II.

The name of the shortlisted candidates will be displayed on the website of the Centre at a later date. Interview of shortlisted candidates will be held in this Centre at a later date, for which call letters will be sent separately.

Final selection and ranking in respect of Post No.1 will be on the basis of performance of the candidates in the Written Test, Typewriting Test and the Interview. The decision of this Centre in this regard is final.

Final selection and ranking in respect of Post No. 2 will be on the basis of performance of the candidates in the Written Test, Stenography Test and the Personal Interview. The decision of this Centre in this regard is final.

For Post No.3, 4 & 5, final selection and ranking will be on the basis of performance of the candidate in the Interview and no weightage will be given for marks scored in the written examination. The decision of this Centre in this regard is final.

Following information are applicable only for Stipendiary Trainees (Cat.I & II)

Total duration of Training Period in respect of both Category I & Category II is 2 Years.

Accommodation :

Candidates who will be engaged as Stipendiary Trainee Cat.I & Cat.II will have to make their own arrangement for stay during the training period. However, in exceptional cases, hostel/sharing accommodation will be provided by this Centre subject to availability.

Scope of Training :

Selected candidates will be given training in this Centre and other places as decided by this Centre in various aspects of relevant trades, as per prescribed syllabi of each trade and for meeting the stringent requirements of this Centre. The candidate will not have choice/option for any particular training programme / training place.

During the period of training and thereafter, the candidates may be required to work in round-the clock shift including night shift.

Grade After Successful Completion of Training :

On successful completion of training, the Cat.I trainees will be considered for absorption in the post of Scientific Assistant/C and Cat.II trainees will be considered for absorption in the post of Technician/C or Technician/B depending upon their performance during the period of training and interview to be held at the end of the training. Based on the performance during training, additional increments may be given on appointment to the Stipendiary Trainees Category-II, if appointed to the post of Technician/B.

Details of Emoluments on absorption (as on date):

| Trainees | Post | Corresponding Pay Band | Corresponding Grade Pay | Corresponding Initial Pay in the Pay Band | Total Emoluments (excluding HRA) approx. |
|--------------|------------------------|------------------------|-------------------------|---|--|
| Category-I | Scientific Assistant/C | Rs.9300-34800/- (PB-2) | Rs.4,600/- | Rs.12,540/- | Rs.39,916/- |
| Category -II | Technician/C | Rs.5200-20200/- (PB-1) | Rs.2,400/- | Rs.7,510/- | Rs.24,516/- |
| | Technician/B | Rs.5200-20200/- (PB-1) | Rs.2,000/- | Rs.6,460/- | Rs.19,298/- |

Bond :

Selected candidates will have to execute a bond to complete the training and serve VECC or any of the constituent Units of DAE, if offered appointment after the training, for a period of 4 years after absorption. A trainee who fails to complete the training or serve the Government for 4 years if offered appointment will be liable to pay to the Government a sum equivalent to entire aggregate amount of stipend received by him/her during of training along with interest thereon.

HOW TO APPLY :

1. Application should be submitted in the Proforma given herewith.
2. Application should preferably be type written on A4 size paper.
3. The Application and the outer cover should be superscribed as "Application for the post of _____ Post No. _____ against Advertisement No. _____".
4. PHOTOGRAPH: A recent passport size photograph should be affixed on the right hand top corner of the application duly signed by the candidate across the photograph.
5. Only one application should be submitted for one post. If a candidate wishes to apply for more than one post, separate application should be submitted for each post.

COPIES OF CERTIFICATES:

Candidates should submit along with their application self attested SINGLE COPY of:

- a) Certificates pertaining to Educational qualifications/experience, if any and technical/professional qualifications (supported by appropriate mark sheets indicating the subjects offered at the examinations).
- b) Certificate of date of birth.
- c) **Two extra photograph without signature should also be enclosed.**

- d) **SC/ST/OBC certificates in the prescribed proforma applicable for Central Government employment** issued by authorized authority. In respect of OBC, the caste/community should have been included in the Central Lists of Other Backward Caste.
- e) Disability Certificate should be issued by a Medical Authority as per Proforma (Form-II, III or IV as applicable and as prescribed) notified by Ministry of Social Justice And Empowerment vide Notification No.G.S.R.2(E) dated 30.12.2009.
- f) Proof of the effect that they have been affected by 1984 riots.
- g) Certificate regarding domiciled in Kashmir Division from 01.01.1980 to 31.12.1989 (if claiming age relaxation for Kashmir division).
- h) Those SC/ST/OBC persons with disabilities selected on their own merit without relaxed standards alongwith other candidates, will be considered against unreserved vacancies provided the post is identified for persons with disability of relevant category.

General Conditions:

- a) The vacancies shown above are provisional. The filling up of vacancies indicated in the advertisement is also subject to the approval of Competent Authority and may not be filled up if decided otherwise in terms of the orders issued from Government from time to time. VECC reserves the right to fill up all the posts or alter the number of posts or even cancel the whole process of recruitment and change the Centre of examination without any notice.
- b) Typing Test/Stenography Test/Interview of the candidates will be held in the office premises of this Centre. Candidates with disabilities called for the Typing Test/Skill Test/Interview will be paid T.A. as per the extant rules.
- c) Candidate selected for the above mentioned posts are likely to be posted at VECC, Kolkata but are liable to serve in any part of India and in any constituent unit of the Department of Atomic Energy.
- d) The nature of duties to be performed by the employees at Posts No. 3 to 5 will involve working in round-the-clock shift duties including night shift, in operational plants and areas.
- e) Persons who are appointed against the above posts, will be covered under the New Contributory Pension Scheme as notified by the Government of India, Ministry of Finance, Department of Expenditure vide Notification No. F.No.5/7/2003-ECB & PR dated 22.12.2003 and orders issued thereon from time to time.
- f) Persons working under the Central/State Govt./Public Sector Undertakings should submit their applications through proper channel. They may, however, send an advance copy of the application along with enclosures as detailed above to the address given below, which should reach before the prescribed last date.

- g) Complete applications should be sent to the **Assistant Personnel Officer (GA), Variable Energy Cyclotron Centre, Department of Atomic Energy, Sector – 1, Block – AF, Bidhan Nagar, Kolkata – 700 064** so as to reach on or before **30.10.2015**.
- h) This advertisement is available on VECC, Kolkata Website at **www.vecc.gov.in** and candidate may download the Proforma for Application from this site.

WARNING

Applications which are not in conformity with the requirements indicated and which are not in the prescribed format or are not accompanied by the self attested copies of certificates, photograph, will be rejected. Mere fulfilling of requirements as laid down in the advertisement does not qualify a candidate for Skill Test/Interview. No correspondence will be entertained from candidates not selected for Skill Test/Interview/ appointment.

CANVASSING IN ANY FORM SHALL BE A DISQUALIFICATION

PROFORMA FOR APPLICATION

FOR OFFICE USE ONLY:

Application No. _____

Date of Receipt. _____

Paste recent
passport size
photograph
duly signed by
the candidate
across the
photograph

1. Advertisement No. : **VECC-3/2015**

2. (i) Post No.:

3. Name in full (as per SSC certificate):
(in CAPITAL LETTERS)

4. Sex:

5. Father's name :

6. a) Date of birth (in Christian era):

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |
| | | | | | | | |

b) Age as on 30.10.2015 : _____ Year(s) _____ Month(s) _____ Day(s)

7. Religion:

8. Nationality :

9. Marital Status:

10. Particulars of Disability:

a) Type of Physical Disability:

b) Nature of Disability:

c) Percentage of Disability:

(as certified by the Competent Medical Authority in the Disability Certificate)

11. Whether the applicant belongs to SC/ST/OBC?:

12. Whether the applicant domiciled in Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989?:

13. Whether the applicant is a family member of those who died in 1984 riots:

17. Experience (particulars of all previous and present employment are to be furnished):-

| Name & Address of Employer | Post Held | Types of Employer | Period of Service in DD/MM/YYYY format | | Permanent or Temporary | Reasons for leaving |
|----------------------------|-----------|-------------------|--|----|------------------------|---------------------|
| | | | From | To | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

18. Total experience as on 30.10.2015: _____ Year (s) _____ Month (s) _____ Day (s)

19. Applicable for Lower Division Clerk only:

(a) Typing Speed (English) : _____

20. Applicable for Stenographer Grade-III only:

(b) Shorthand Speed (English): _____ (b) Typing Speed (English) : _____

21. Details of relatives already employed in Department of Atomic Energy or its Constituent units:-

| Name of relative | Relationship | Unit in which employed | Post held |
|------------------|--------------|------------------------|-----------|
| | | | |
| | | | |
| | | | |

22. Are you under any contractual obligation to serve the Central / State Government / Any other Public Sector Undertaking / Autonomous Bodies. If so, please furnish details:

23. Any other additional information:

24. List of documents attached:

1. Application duly filled-in and signed: YES/NO
2. Passport size photograph duly signed across and affixed on the application: YES / NO
3. One extra copy of recent passport size photograph attached with the application (compulsory):YES/NO

4. Attested copies of each of the following certificates are attached:
- a) Date of Birth Certificate: YES/ NO
 - b) SC/ST/OBC Certificate (if applicable): YES/ NO
 - c) Certificate of Disability (Compulsory): YES/NO
 - d) Copies of all Marksheets: YES/ NO
 - e) Certificates of Educational & Professional qualifications: YES/ NO
 - f) Experience Certificate (if applicable): YES/ NO
 - g) Domicile certificate of Jammu & Kashmir (if applicable): YES/ NO
 - h) Certificate related to 1984 riots (if applicable): YES/ NO

25. DECLARATION:

I hereby declare that the above information is factually correct to the best of my knowledge and belief. I also understand that in case any of the information furnished above is found to be incorrect, my candidature is liable to be terminated without giving any notice or reasons thereof.

Place: _____

Date: _____

(Signature of the Candidate)

Name: _____

