



सागर छावनी परिषद 54 मॉल रोड, सागर केन्ट, सागर, म.प्र.-470001 **SAUGOR CANTONMENT BOARD**



54 Mall Road, Saugor Cantt, Saugor, M.P.- 470001
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No. CBS/GEN/Recruitment/2021-22

Date: 24-12-2021

EMPLOYMENT NOTICE

Online applications are invited for direct recruitment to the following vacant post in the Saugor Cantonment Board. The interested candidates fulfilling the eligibility criteria can apply online through website/Portal <https://www.mponline.gov.in> and www.saugor.cantt.gov.in. The Saugor Cantonment Board is an autonomous local body & service of its employees are governed by the Cantonment Board Employees Service Rules, 2021 as amended from time to time.

1. Details of posts:-

Sr. No.	Name of Posts	No. of Post	Category	Age limit	Pay Scale Rs.	Essential Educational Qualification
1.	Sub Engineer (E&M)	01	Unreserved	21 to 30 years	32800-103600 (Level-8) + Allowances as admissible	Diploma OR Degree in Electrical or Mechanical Engineering passed from a Govt. recognized Institute/University.

2. Age Limit:-

The age limit will be considered as on 07.02.2022

As per existing rules under the Cantonment Board Employees Service Rules, 2021 as amended from time to time the minimum age limit is 21 years and maximum age limit is 30 years.

Age relaxation will be admissible to the Department Candidates of the Cantonment Board Saugor and Ex-servicemen as per Cantonment Board Employees Service Rules, 2021 and should fill the applications through proper channel.

Age relaxation for Ex-Servicemen (Unreserved Category) will be 03 years after deduction of the military service rendered from the actual age as on the closing date for receipt of application.

3. Mode of Selection:

The selection of candidates for appointment to the posts will be made by Multiple choice objective type. The questions for examination will be set only in Hindi and English. There will be no interview. Date, Time & Venue for Written test will be intimated on website/portal <https://www.mponline.gov.in> and www.saugor.cantt.gov.in in due course of time. Candidates are required to visit website/portal <https://www.mponline.gov.in> and www.saugor.cantt.gov.in regularly to check time schedule for written test.

a) The final selection of this post will be based on marks secured in the examination. Candidate who qualify in the Examination will be called for verification of documents.

b) At the time of Written Test, the candidates must bring documents in support of their Date of Birth and Identity and recent passport size photograph with him/ her along with Admit Card.

c) **PENALTY FOR WRONG ANSWERS** : Candidates should note that for each wrong answer, one fourth (0.25) of the marks assigned to that question will be deducted as penalty.

4. Scheme of examination:-

Post Details	Written Examination (Objective Type)	No. of Questions (Each One mark)	Duration
Sub Engineer (E&M)	General intelligence and reasoning	120	120 Minute
	General awareness		
	Numerical aptitude		
	English Comprehension		
	Electrical & Mechanical		

5. Syllabus of the examination:-

- General intelligence and reasoning will include both verbal and non-verbal reasoning.
- General awareness will include history, culture, geography, economic science, General polity, Indian Constitution, current affairs etc.
- Numerical aptitude will test the knowledge of arithmetical concepts and their use in finding the solution of real-life problems.
- English Comprehension will test the candidate's ability to understand correct English, has basic comprehension and writing ability, etc.
- Electrical & Mechanical includes knowledge of Electrical and Mechanical field.

Application Fee:-

S. No.	Category	Fee
1.	General	500/-
2.	Ex-Service Men/Departmental Candidates	200/-

MODE OF APPLICATIONS:

Online Applications complete in all respect will only be accepted. Any application form received from any other source shall not be entertained and will be summarily rejected.

IMPORTANT DATES:

Commencing date for Submission of Online Application	08.01.2022
Last date of receipt of online application	07.02.2022
Download of Admit Card and Date of Examination	To be intimated on MP Online Portal and Website

Note: 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.

6. 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 www.saugor.cantt.gov.in about

the date, time and venue for conduct of Test. Further, the admit card will be generated online for eligible candidates, which can be downloaded by the candidates. Candidates are required to visit website/portal <https://www.mponline.gov.in> and www.saugor.cantt.gov.in regularly to check any information or any amendments or updates regarding said recruitment and time schedule for Written Test.

7. Eligibility Criteria:-

- The candidate must be a citizen of India.
- The candidate must fulfill the minimum essential qualifications like educational qualification, age, experience etc. as stipulated in this advertisement.

8. General Conditions:-

- The service of the appointed candidate/person will be governed under the Cantonment Board Employees Service Rules, 2021 as amended from time to time, Cantonments Act, 2006, New Pension Scheme as amended from time to time by the Central Govt.
- Probation Period:-** Appointment of selected candidates shall be provisional as per the Cantonment Board Employees Service Rules, 2021 as amended from time to time.
- No conveyance, TA/DA or any other allowance will be paid for appearing for the Written test.
- 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.
- The above posts are on permanent basis and probation period will be as per rules. The CEO reserves the right to accept/reject any or all the applications without assigning any reasons thereof.
- Applications and fee payment received through offline mode will be summarily rejected and the candidates are advised to apply only through online.
- 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 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) within one year of joining the post, shall be filled-up from this reserve panel / waiting list.
- The candidates should note that their admission to the examination will be purely provisional based on the information given by them in the Application Form. This will be subject to verification of all the eligibility conditions by the Competent Authority.
- The final selection of the candidate is subject to the medical fitness certificate to be issued by the medical officer appointed by the CEO, Saugor Cantonment.

9. Scrutiny of documents along with online generated application:-

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

- Computer generated Application form duly signed by the candidate.
- Proof of Date of Birth
- Two latest colour passport size photographs.
- Original Certificates of requisite academic qualification with detail marks.
- Address proof.

The original documents as mentioned above of the shortlisted candidates will be checked & verified at office of the Saugor Cantonment Board, Saugor 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. Merely being called for verification of documents does not indicate that his / her name will appear in the final merit list. Candidature of candidate may be cancelled at any stage and no correspondence in this regard will be entertained.

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10. Rejection:-

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

- Not meeting the laid down mandatory essential qualifications.
- Furnishing of false, inaccurate or tampered information.
- Obtaining support for his candidature through unfair means.
- Impersonation by any person.
- Submitting fabricated / false documents.
- Making statements which are incorrect or false or suppressing material information.
- Resorting to any other irregular or improper means in connection with his candidature for the selection.
- Improper / Incomplete filling of application.
- More than one application submitted for the same post.

11. IMPORTANT INSTRUCTIONS:-

- The decision of CEO, Saugor in all matters relating to acceptance or rejection of an application, eligibility/suitability of a candidate etc shall be final and binding for all the candidates.
- The candidate should have valid email ID and a working mobile number for applying for the examination. The applicants are advised not to change the email ID or Mobile number during the process of recruitment. They are also advised not to give mobile number/email Id to any unknown person to avoid any complication.

Continued on page 27

3. After the examination, details regarding marks obtained by each candidate will be placed on the Website / Portal <https://www.mponline.gov.in> and www.saugor.cantt.gov.in.
4. The applicants are advised to check any update regarding the examination at regular interval on the website/portal <https://www.mponline.gov.in> and www.saugor.cantt.gov.in.
5. The admit cards of provisionally eligible candidates will be uploaded on the website/Portal <https://www.mponline.gov.in>. The candidates will have to download the admit cards from there only as No hard copy of admit card will be sent to the applicants by post or by email.
6. Any doubts/clarifications regarding the application can be cleared from the office of the Cantonment Board Saugor on any working day between working hours.
7. The candidates are advised to visit the website regularly to be in touch with information/update regarding the examination.
8. Any corrigendum/change regarding the examination will only be notified through the website/ Portal <https://www.mponline.gov.in> and www.saugor.cantt.gov.in and no other medium of giving information to candidates will be incorporated.
9. The exact date of the Written Test will be updated through the website/Portal <https://www.mponline.gov.in> and www.saugor.cantt.gov.in. The candidates are advised to check the website regularly.

12. GENERAL INSTRUCTIONS FOR CANDIDATES:-

- (i) The appointing authority makes provisional selection of the candidates on the basis of information provided in the application and documents/certificate provided by the candidate at the time of scrutiny and subsequently, the Appointing Authority verifies and satisfies itself about the authenticity of documents/certificates and eligibility as per the Recruitment Rules before finally appointing the candidates. Therefore, the provisional selection of a candidate confers on him/her no right of appointment unless the Appointing Authority is satisfying after such inquiry as may be considered necessary that the candidate is suitable in all respect for appointment to the post.
- (ii) The services 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.
- (iii) The candidate should not have been convicted by any court of law. Also, No Disciplinary/Vigilance case should be contemplated/pending against the candidates already serving in Govt. Organizations.
- (iv) The vacancy advertised is provisional and likely to be permanent. In case the vacancy position is reduced to any number, the Board is not liable to compensate the applicant for any consequential damage/loss.
- (v) The appointing authority reserves the right to reject the candidature of any ineligible candidate at any stage of recruitment.
- (vi) 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.
- (vii) No correspondence in regard to the appointment will be entertained.
- (viii) 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.
- (ix) TA/DA will not be admissible for attending tests as the case may be.
- (x) The appointing authority reserves the right to cancel any center of exam and ask the candidates of that center to appear at another center. No request for change in date, time and centre of exam will be accepted under any circumstances.
- (xi) The candidature of the candidate to the written test is entirely provisional and mere issue of admit card or appearance at Examination does not entitle him/her to any claim for the post.
- (xii) The candidates should scrupulously follow the instructions given by the Center in charge, Invigilators and all examination functionaries at every stage of exam. If a candidate violates the instructions, his/her candidature will be cancelled.
- (xiii) The appointing authority reserves the right to cancel or modify the advertisement or part of it at any stage. The number of vacancies is provisional and subject to change (increase or decrease).
- (xiv) 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.
- (xv) Candidates are advised not to bring any of the above gadgets in the examination center as no arrangements for keeping any security of these items would be available at the centers.
- (xvi) Candidates are required to visit website / Portal <https://www.mponline.gov.in> and www.saugor.cantt.gov.in regularly to check the latest updates, corrigendum, Downloading of Admit Card, Time & Date for written test and other information regarding recruitment process.
- (xvii) 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.

Place : Saugor
Dated: 08.01.2022

Shreya Jain
(I.D.E.S.)

Chief Executive Officer, Saugor Cantonment Board

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