



GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
ORDNANCE FACTORY BOARD
RECRUITMENT OF GROUP 'B' (NON-GAZETTED) OFFICERS AS CHARGEMAN
(TECHNICAL / ADMINISTRATION)
IN ORDNANCE & ORDNANCE EQUIPMENT FACTORIES

Application in the Prescribed Format is invited from Indian Citizen only for appointment of Charge man [Technical/Administration (stores/other than stores)] in Ordnance & Ordnance Equipment Factories, located all over India.

- ❖ **PAY & ALLOWANCES** - In the pay band of Rs.9300.00–Rs.34800.00 and Grade Pay Rs.4200.00 with other allowances as admissible.

➤ # Discipline-wise vis-à-vis Category-wise Likely Vacancy Position :

DISCIPLINE-WISE Vis-à-Vis CATEGORY-WISE VACANCY POSITION (REVISED ON 21-05-2010)					
<u>DISCIPLINE</u>	<u>CATEGORY</u>				
	<u>GENL</u>	<u>SC</u>	<u>ST</u>	<u>OBC</u>	<u>PH/PC</u>
MECHANICAL	380	97	48	155	29(PD,OL,OA)
ELECTRICAL	27	08	03	06	
CIVIL	36	03	01	03	01(PD)
METALLURGY	40	06	06	06	
CLOTHING	10	03	02	03	01(PD,OL,OA)
INFORMATION TECHNOLOGY (Mechanical cadre)	54	12	6	25	03(OL,OA)
CHEMICAL	23	04	07	04	
ADMINISTRATION [NON-TECHNICAL (STORE)]	64	08	03	13	02(PD,OL,OA)
ADMINISTRATION[NON-TECHNICAL (OTHER THAN STORE)]	79	13	07	20	04 (PD,OL,OA)

ABOVE VACANCIES MAY CHANGE AS PER REQUIREMENT/ APPROVAL/COURT DECISION.

- **FULL FORM OF ABBREVIATION MENTIONED IN THE CATEGORY COLUMN**

GENL= GENERAL (UN-RESERVED), **SC**= SCHEDULE CASTE, **OBC**= OTHER BACKWARD CLASS
ST= SCHEDULE TRIBE, **PH(PC)** = PHYSICALLY HANDICAPPED / (PHYSICALLY CHALLENGED)

- (a) Discipline-wise vis-à-vis Category-wise number of vacancies mentioned above is provisional.
- (b) Reservation for Physically Handicapped / Challenged fall under category of horizontal reservation which cuts across vertical reservation i.e. reservation for SC/ST/OBC (in what is called inter-locking reservation). The person selected against the Physically Handicapped/Challenged quota have to be placed in the appropriate category of General (unreserved), SC/ST/OBC as the case may be.

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... (c) Reservation for physically handicapped/challenged candidates is admissible as follows:

SL.NO.	CODE	DISABILITY
01	PD	PARTIALLY DEAF
02	OA	ONE ARM AFFECTED (RIGHT or LEFT) i. IMPAIRED REACH ii. WEAKNESS OF GRIP iii. AT AXIS
03	OL	ONE LEG AFFECTED (RIGHT or LEFT) i. IMPAIRED REACH ii. WEAKNESS OF GRIP iii. AT AXIS

N. B. RESERVATIONS ARE APPLICABLE AS PER EXISTING GOVT. RULES ISSUED FROM TIME TO TIME.

❖ **QUALIFICATION :**

DISCIPLINE/TRADE	MINIMUM ESSENTIAL QUALIFICATION
<ul style="list-style-type: none"> ◆ MECHANICAL ◆ ELECTRICAL ◆ CIVIL 	Must possess three years Diploma or Equivalent qualifications from AICTE/ UGC approved Institutes, in the relevant Discipline
<ul style="list-style-type: none"> ◆ INFORMATION TECHNOLOGY 	Must pass "A" Level competency certificate or equivalent Qualification , OR Equivalent diploma/ degree qualifications in Computer Science from AICTE/ UGC approved institutes
<ul style="list-style-type: none"> ◆ CHEMICAL ◆ METALLURGY ◆ CLOTHING 	B. Sc Degree with General Chemistry as one of the major subjects, OR , Three years Diploma OR equivalent qualification in the respective field from a AICTE/UGC recognized University/ Institute
<ul style="list-style-type: none"> ◆ ADMINISTRATION [NON-TECHNICAL (STORE / OTHER THAN STORE)] 	A Graduate Degree from a AICTE/UGC recognized University/ Institute

N. B.

Candidates appearing/appeared in the qualifying examination of respective Trade/Discipline are also eligible to apply for the above posts provisionally. Such candidates, if selected in the written examination must submit the scanned copies of CERTIFICATES of the eligibility qualifications to OFB through e-mail to ofbi2010@gmail.com, latest by 24-07-2010, so as to be eligible for issuance of call letter for medical test and on-line counseling for choice of factory/ unit. The email must contain the name of the candidate; father's/mother's name; roll no. issued by OFB for appearing in the written test. If the candidate fails to submit the proof of eligibility with the required details through email within the due date, he/she will automatically be considered as 'not-eligible' and will have no claims to be considered for appointment. No correspondence in this regard will be entertained after 31-07-2010.

❖ **AGE : Between 18 to 27 years (as on 07- 06 - 2010)**

Age Relaxation beyond 07-06-2010 is admissible for following categories:

- | | |
|-------------------------------------|---|
| (i) For SC/ST Candidates | Relaxation up to 5 (Five) years. |
| (ii) For OBC candidates | Relaxation up to 3 (Three) years. |
| (iii) For PH(PC) candidates | Relaxation up to 10 (Ten) years for Gen. Candidates.
Relaxation up to 15 (Fifteen) years for SC/ST Candidates.
Relaxation up to 13 (Thirteen) years for OBC Candidates. |
| (iv) For Government Servants | Relaxation up to 42 (Forty two) years of age, for General candidates (U/R) and for SC/ST candidates relaxation is as per (i) over and above 42 (Forty two) years of age. |

❖ **APPLICATION**

- An aspirant should apply 'on-line' through Ordnance Factory Board (OFB) web-site www.ofbindia.gov.in only from 08-05-2010 onwards.

After submitting the on-line application form an 'Acknowledgement' shall be generated. The candidate will have to download and send the 'Acknowledgement' to OFB 'by post' to the **POST BOX No. 12006, COSSIPORE P.O. Kolkata - 700002**. The 'Acknowledgement' should be accompanied with the following:

- Affixing/ pasting one recent color passport size photograph of the candidate, putting his/her signature on front without hiding his/her face
- **RS. 100/- BANK DRAFT ONLY** in favour of 'DGOF' payable at Kolkata. Candidates belonging to SC/ST/PH(PC) are exempted from paying bank draft.

The complete filled-in 'Acknowledgement' along with the above enclosures should be directly sent to the **POST BOX No. 12006, COSSIPORE P.O. Kolkata - 700002** in an envelope superscripting with words (in capital letter) "**RECRUITMENT OF CHARGEMAN**".

- Departmental candidates/other Govt. employees should apply through proper channel only.
- Candidature of an aspirant will be accepted only on receipt of the 'Acknowledgement' of the 'On-Line' 'Acknowledgement' Form, along with Bank draft, wherever applicable.
- Incomplete 'Acknowledgement' OR 'Acknowledgement' received after last date of receipt, will automatically be rejected without showing any reason. No correspondence in this regard will be entertained.
- The candidates sponsored by Employment Exchange will also have to submit the applications 'on-line' only. No Bank draft is needed for candidates sponsored by Employment Exchange. However they will have to enclose the copy of letter received from respective Employment Exchange along with the 'Acknowledgement' to get the exemption of Exam Fee of Rs. 100/-. All other terms & conditions are applicable as per advertisement.
- Any attempt to bring in any influence by any candidate will be treated as disqualification.

- ❖ **LAST DATE OF RECEIPT OF ON-LINE APPLICATION : 31-05-2010 (1800 HRS).**
- ❖ **LAST DATE OF RECEIPT OF 'ACKNOWLEDGEMENT' OF 'ON-LINE' APPLICATION : 07-06-2010 (1800 HRS).**
- ❖ In case of any technical difficulty during on line application process, please communicate through email: **ofbi2010@gmail.com**
- ❖ **SELECTION OF CANDIDATES :**
 - i. Selection will be made **STRICTLY BASED ON THE MERIT POSITION** drawn from the **WRITTEN EXAMINATION** of the candidates. No personal interview shall be held.
 - ii. Successful Candidates have to be qualified in the MEDICAL Test (conducted at any of the hospital under Ord. Fy. Board). Candidates, who fail to appear for Medical Test whenever scheduled by OFB, their candidature is liable to be cancelled and call letter shall be issued to next successful candidates.
 - iii. Candidates, who clear Medical Test, will be allowed to indicate choice of posting in the Ord.Fys. where vacancies are available through 'on-line counseling' based on merit cum choice. There after they will be issued appointment letter after verification of original documents & satisfactory clearance of PVR only.
- ❖ **EXAMINATION : ONE PAPER (THREE HOURS DURATION)**
- ❖ **STANDARD AND MEDIUM OF EXAMINATION :**
 - ◆ **FOR ALL TRADE/ DISCIPLINES :**
 - (a) Common Objective Test on General Knowledge, General English & Aptitude Test of Higher Secondary Standard (40% weightage).
 - (b) Objective Test on subjects of the essential qualification for relevant discipline (60% weightage).
 - ◆ **MEDIUM OF EXAMINATION : ENGLISH or HINDI**
(CHOICE TO BE INDICATED IN THE APPLICATION FORM. IN ABSENCE OF INDICATION OF ANY CHOICE, IT WILL BE CONSIDERED AS ENGLISH)
- ❖ **TERMS**
 - (a) **BOND** : The selected candidates will have to execute a BOND of Rs. 1,00,000.00 (Rupees One Lakh only).
 - (b) **OTHERS** : As per Govt. Rules issued from time to time.

❖ **DATE AND CENTRE FOR WRITTEN TEST :**

- There will be fourteen (14) Examination Centers, spread all over India-

Examination Centre	
1	Ordnance Factory Kanpur, Kanpur, U P
2	Ordnance Factory Dehradun, Dehradun, Uttarakhand
3	Ordnance Factory Muradnagar, Gaziabad, UP
4	Ordnance Factory Ammbajhari, Nagpur, Maharastra
5	Ordnance Factory Ambarnath, Thane (near Mumbai), Maharastra
6	Ammunition Factory Khadki, Pune, Maharastra
7	Heavy Vehicle Factory, Avadi, Chennai, T.N
8	Ordnance Factory Trichy, Tiruchirapally, T.N
9	Cordite Factory Aruvankadu, Ooty, T.N
10	Gun Carriage Factory, Jabalpur, M P
11	Ordnance Factory Dumdum, Kolkata
12	Ordnance Factory Badmal, Dist. Bolangir, Orissa
13	Ordnance Factory Chandigarh, Chandigarh
14	Ordnance Factory Medak (Yeddumailaram), Near Hyderabad, A.P

- Each Aspirant has to indicate any one 'Examination Centre', where from he/she intends to appear in the written examination as per his/her choice/convenience, in the application form.
- **DATE & EXAMINATION CENTRE FOR WRITTEN TEST WILL BE COMMUNICATED TO EACH CANDIDATES THROUGH THE ADMIT CARD. APPLICANTS ARE REQUESTED TO DOWNLOAD THEIR RESPECTIVE ADMIT CARD FROM O F B WEBSITE www.ofbindia.gov.in FROM 30-06-2010 ONWARDS.**

❖ **APPOINTING AUTHORITY**

Sr. General Manger/General Manager of the concerned Ordnance/Ordnance Equipment Factory is the Appointing Authority.

Note : Ordnance Factory Board reserves the right to change / alter the above dates / no. of vacancies etc. without showing any reason to any person.