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DEFENCE RESEARCH & DEVELOPMENT ORGANISATION (DRDO)

CENTRE FOR PERSONNEL TALENT MANAGEMENT (CEPTAM)



Website: www.drdo.org

ALSO WE REGISTER ONLINE APPLICATIONS

Email: drdoentrytest@ceptam.drdo.in

Advt. No.: CEPTAM-04

(Must give exam fees details)

Closing Date: 18th Feb, 2011

Tentative Date of Written Examination: 24th Apr, 2011 (SUNDAY)

DRDO offers exciting and challenging career opportunities in very broad spectrum of subjects/ disciplines at its more than 50 laboratories/ establishments spread throughout the length and breadth of the country: Invites applications for recruitment through **DRDO Entry Test – 2011** for the following Posts. This Advertisement consists of three parts: SECTION 'A', SECTION 'B' and SECTION 'C'. Please read the complete advertisement carefully.

SECTION 'A'

1.) SENIOR TECHNICAL ASSISTANT - 'B' (STA - 'B')										Pay Band: PB-2, ` 9300-34800 (Grade Pay ` 4200/-)
Age Limit as on Closing Date: 18-28 Years (relaxable for SC/ST/OBC/ESM/PWD etc. as per Government rules.)										
POST CODE	SUBJECT	UR	SC	ST	OBC	TOTAL	SUB - CATEGORIES	LIKELY STATIONS OF POSTING*	ESSENTIAL QUALIFICATIONAL REQUIREMENT (EQR)	
0101	Agriculture	3	0	0	0	3		L1	B.Sc. with Agriculture, from recognized University/ Institute	
0102	Automobile Engineering	0	0	0	1	1		H1	Three years Diploma in Automobile Engineering, from recognized Technical Board/ Institute	
0103	Botany	0	0	1	0	1		T1	B. Sc. with Botany, from recognized University/ Institute	
0104	Chemical Engineering	2	0	0	2	4	1 ESM (P2)	H1, J1, P1, P2	Three years Diploma in Chemical Engineering, from recognized Technical Board/ Institute	
0105	Chemistry	2	1	0	1	4	1 ESM (P2)	D2, K1, G1, P2	B.Sc. with Chemistry, from recognized University/ Institute	
0106	Civil Engineering	6	3	1	3	13	1 HI (D2)	C3, D2, H1	Three years Diploma in Civil Engineering, from recognized Technical Board/ Institute	
0107	Computer Science	12	4	2	3	21	1 HI (D2), 1 OH (H1)	B1, C3, D2, H1, J2	B.Sc. with Computer Science Or Three years Diploma in Computer Science, from recognized University/ Technical Board/ Institute	
0108	Electrical Engineering	15	5	3	6	29		B1, C1, D2, H1, J1, P1, P2, V1	Three years Diploma in Electrical Engineering, from recognized Technical Board/ Institute	
0109	Electrical & Electronics Engineering	1	0	0	0	1		C3	Three years Diploma in Electrical & Electronics, from recognized Technical Board/ Institute	
0110	Electronics & Communication Engineering	24	2	6	16	48	2 VI (B1, P1), 2 OH (B1, D1)	A1, A2, B1, C2, C3, D1, D2, H1, K2, P1, P2	B.Sc. with Electronics & Communication Or Three years Diploma in Electronics & Communication, from recognized University/ Technical Board/ Institute	
0111	Electronics & Instrumentation Engineering	1	0	1	0	2		J1	B.Sc. with Electronics & Instrumentation Or Three years Diploma in Electronics & Instrumentation, from recognized University/ Technical Board/ Institute	
0112	Food Technology	2	0	0	1	3		M2	B.Sc. / Diploma in Food Science Or Food Technology Or Food Science Quality Control, from recognized University/ Institute	
0113	Library Science	5	0	0	0	5	1 HI (C3)	B1, C3, D2, M2	Bachelor's Degree in Science with minimum one year Diploma in Library Science, from recognized University/ Institute	
0114	Mathematics	1	0	0	0	1		C1	B.Sc. with Mathematics, from recognized University/ Institute	
0115	Mechanical Engineering	36	11	7	11	65	1 OH (H1), 3 ESM (B1, C3, H1)	A1, A2, B1, C1, C2, C3, D1, H1, J1, K2, P1, P2, V1	Three years Diploma in Mechanical Engineering, from recognized Technical Board/ Institute	
0116	Metallurgical Engineering	1	0	0	0	1		B1	Three years Diploma in Metallurgical Engineering, from recognized Technical Board/ Institute	
0117	Photography	1	0	1	0	2		D2, J1	Three years Diploma in Photography from recognized Technical Board/ Institute	
0118	Physics	4	1	1	1	7		C2, D2, J2	B.Sc. with Physics, from recognized University/ Institute	
0119	Zoology	2	1	0	0	3	1 HI (K1)	G1, K1, T1	B.Sc. with Zoology from, recognized University/ Institute	
Sub Total		118	28	23	45	214				

2.) TECHNICIAN - 'A' (TECH - 'A')										Pay Band: PB-1, ` 5200-20200 (Grade Pay ` 1900/-)
Age Limit as on Closing Date: 18-28 Years (relaxable for SC/ST/OBC/ESM/PWD etc. as per Government rules.)										
POST CODE	SUBJECT / TRADE	UR	SC	ST	OBC	TOTAL	SUB - CATEGORIES	LIKELY STATIONS OF POSTING*	ESSENTIAL QUALIFICATIONAL REQUIREMENT (EQR)	
0201	Automobile	1	0	0	0	1		H1	(i) X Class Or equivalent and (ii) Certificate from ITI in Automobile Trade	
0202	Carpenter	2	0	0	0	2		C2, N1	(i) X Class Or equivalent and (ii) Certificate from ITI in Carpenter Trade	
0203	CNC Operator (Machinist)	2	1	0	0	3		J1, P2	(i) X Class Or equivalent and (ii) Certificate from ITI in Machinist Trade, with specific training in CNC Operation	
0204	Computer Operator & Programming Assistant	3	0	0	1	4		B1, D2	(i) X Class Or equivalent and (ii) Certificate from ITI in Computer Operator & Programming Assistant (COPA) Trade	
0205	Draughtsman (Mechanical)	1	0	0	0	1		P2	(i) X Class Or equivalent and (ii) Certificate from ITI in Draughtsman (Mechanical) Trade	
0206	Electrician	7	2	3	5	17	1 ESM (C3)	B1, C1, C2, D2, H1, M2, N1, P2	(i) X Class Or equivalent and (ii) Certificate from ITI in Electrician Trade	
0207	Electroplating	1	0	0	0	1		H1	(i) X Class Or equivalent and (ii) Certificate from ITI in Electroplating Trade	
0208	Electronics	7	0	0	3	10	1 OH (H1)	A2, B1, D2, G1, H1, K1, M2	(i) X Class Or equivalent and (ii) Certificate from ITI in Electronics Trade	
0209	Fitter	17	5	5	8	35	1 VI (B1)	A2, B1, C3, D2, H1, N1, P2	(i) X Class Or equivalent and (ii) Certificate from ITI in Fitter Trade	
0210	Glass Blowing	0	0	0	1	1		K1	(i) X Class Or equivalent and (ii) Certificate from ITI in Glas Blowing Trade	
0211	Instrument Mechanic	0	1	0	0	1	1 VI (A3)	A3	(i) X Class Or equivalent and (ii) Certificate from ITI in Instrument Mechanic Trade	
0212	Machinist	6	2	1	3	12	1 ESM (B1)	B1, C3, D1, D2, H1, P2, V1	(i) X Class Or equivalent and (ii) Certificate from ITI in Machinist Trade	
0213	Miller	1	0	0	0	1		B1	(i) X Class Or equivalent and (ii) Certificate from ITI in Miller Trade	
0214	Motor Vehicle Mechanic	1	0	0	0	1		C3	(i) X Class Or equivalent and (ii) Certificate from ITI in Motor Vehicle Mechanic Trade	
0215	Photography	1	0	0	0	1		C3	(i) X Class Or equivalent and (ii) Certificate from ITI in Photography Trade	
0216	Plant Operator	1	0	0	0	1		A3	(i) X Class Or equivalent and (ii) Certificate from ITI in Plant Operator Trade	
0217	Refrigeration Mechanic	1	0	0	0	1		M1	(i) X Class Or equivalent and (ii) Certificate from ITI in Refrigeration Mechanic Trade	
0218	Sheet Metal	2	0	0	1	3		B1, H1	(i) X Class Or equivalent and (ii) Certificate from ITI in Sheet Metal Trade	
0219	Tool Cutter & Grinder	1	0	0	0	1		H1	(i) X Class Or equivalent and (ii) Certificate from ITI in Tool Cutter & Grinder Trade	
0220	Turner	5	0	2	0	7	1 VI (P2), 1 ESM (B1)	B1, C2, J1, P2	(i) X Class Or equivalent and (ii) Certificate from ITI in Turner Trade	
0221	Welder	1	1	0	3	5		A2, B1	(i) X Class Or equivalent and (ii) Certificate from ITI in Welder Trade	
Sub Total		61	12	11	25	109				

3.) ADMINISTRATIVE & ALLIED CADRE

Age limit as on Closing Date: Specified with posts (relaxable for SC/ST/OBC/ESM/PWD etc. as per Government rules).

POST CODE	POST	PAY SCALE & ELIGIBILITY CRITERIA	LIKELY STATIONS OF POSTING*	UR	SC	ST	OBC	TOTAL	SUB - CATEGORIES
0301	Assistant Hindi	Age Limit: 18-28 Years Pay Band: PB-2, ` 9300-34800, Grade Pay ` 4200/- EQR : Master's Degree of a recognized University in English/Hindi, with Hindi and English as compulsory elective subjects at degree level OR Bachelor's degree with Hindi and English as main subjects (which includes the term compulsory and elective) and two years Experience of translation from English to Hindi Or vice versa.	C2, C3, K1	3	0	0	0	3	
0401	Store Assistant 'A'	Age Limit: 18-27 Years Pay Band: PB-1, ` 5200-20200, Grade Pay ` 1900/- EQR : (i) XII Class Pass Or equivalent from a recognized Board or University (ii) Typing on computer at the speed of 35 word per minute in English or 30 words per minute in Hindi (35 words per minute and 30 words per minute correspond to 10500 KDPH/ 9000KDPH on an average of 5 key depressions for each word.)	A3, B1, C1, C2, C3, D1, D2, G1, H1, J1, J2, L1, M2, M3, N1, P2, T1, V1	46	8	1	6	61	1 HI (H1)
0501 @	Admin Assistant 'A' (Hindi Typing)@	Age Limit: 18-27 Years Pay Band: PB-1, ` 5200-20200, Grade Pay ` 1900/- EQR : (i) XII Class Pass Or equivalent from a recognized Board or University (ii) Typing on computer at the speed of 30 words per minute in Hindi (30 words per minute corresponds to 9000KDPH on an average of 5 key depressions for each word.)	C1, C2, D2, J1, M3, P2	8	2	3	3	16	1 VI (C1)
0502 @	Admin Assistant 'A' (English Typing)@	Age Limit: 18-27 Years Pay Band: PB-1, ` 5200-20200, Grade Pay ` 1900/- EQR : (i) XII Class Pass Or equivalent from a recognized Board or University (ii) Typing on computer at the speed of 35 word per minute in English (35 words per minute corresponds to 10500 KDPH on an average of 5 key depressions for each word.)	A1, A3, B1, C1, C2, C3, D2, H1, J2, L2, N1, P2, T1, V1	42	6	4	21	73	1 HI (B1), 1 OH (V1)
0601	Civilian Driver 'A'	Age Limit: 18-27 Years Pay Band: PB-1, ` 5200-20200, Grade Pay ` 1900/- EQR: X class pass Or equivalent qualification by the Central/ State Governments and possessing :(i) A valid driving license for Two/Three wheelers and light and heavy vehicles and (ii) One year experience of driving after acquiring the licence.	A1, A2, A3, B1, C1, C2, C3, D1, D2, H1, H2, J2, K2, N1, P1, P2, V1	50	7	3	17	77	1 ESM (B2)
0701	Security Assistant 'A'	Age Limit: 18-25 Years Pay Band: PB-1, ` 5200-20200, Grade Pay ` 1900/- EQR : (i) XII class pass certificate recognised by Central/ State Governments Or equivalent certificate awarded by Armed Forces in the case of Ex-Serviceman, (ii) Physical fitness and capability to undertake strenuous duties.	A2,B1, C3, G1, K1, J2, M2, N1, P1, P2, V1	23	0	0	3	26	4 ESM (B1, C3, N1, P1)
0801	Fire Engine Driver	Age Limit: 18-25 Years Pay Band: PB-1, ` 5200-20200, Grade Pay ` 1900/- EQR : (i) X class pass certificate recognised by Central/ State Governments, (ii) A valid driving license for Two/Three wheelers and light and heavy vehicles (iii) Knowledge of traffic regulations (iv) Physical fitness and capability for strenuous duties.	C1, H1	4	0	0	0	4	
0901	Fireman	Age Limit: 18-25 Years Pay Band: PB-1, ` 5200-20200, Grade Pay ` 1900/- EQR: (i) X class pass certificate recognised by Central/ State Governments, (ii) Physical fitness and capability to perform strenuous duties.	C1, D2, P2, V1	6	0	0	2	8	
Sub Total				182	23	11	52	268	

@ The written examination for the post code 0501 and 0502 will be common and therefore single application will be adequate.

Note: Tables indicate the currently planned vacancies. The number of vacancies may increase or decrease depending upon the requirement.

SECTION 'B': IMPORTANT INSTRUCTIONS & INFORMATION

1. GENERAL GUIDELINES: a) Keep visiting our website www.drdo.org for important announcements/information throughout the selection process at its various stages. b) Candidates must satisfy themselves, before applying, about their eligibility for the post to avoid disappointment later. c) Online facility is only for interim registration and therefore, candidates registering online **MUST** also submit their printed copy of application, complete in all respect, to reach us in time. d) Candidates are advised to send the application well before the closing date. DRDO/CEPTAM will not be responsible for any postal delay/loss of the applications. e) One envelope should contain only one application. f) Incomplete applications are liable to be rejected, and no correspondence will be entertained in this regard.

2. SERVICE CONDITIONS & REMUNERATION as per the Central Govt. Candidates are liable to serve anywhere within limits of Union of India including field locations/remote areas. Remuneration and other benefits includes Specified Pay, dearness allowance, house rent allowance, transport allowance, leave travel concession, medical facilities etc. The personnel policies in DRDO are well laid down. All Technical Posts are covered under limited flexible complementing scheme which means based on meritorious performance, a fast track career advancement is available. For other posts, time bound financial upgradation under the scheme of modified assured career progression is available. All the persons recruited against this advertisement will be covered under New Pension Scheme of the Government unless provided otherwise in the rules.

3. ELIGIBILITY CRITERIA: a) Please refer the table in SECTION 'A' for age limit and other conditions which will be determined with reference to the closing date as mentioned in advertisement. b) Candidates appearing in the final examination of the eligibility Essential Qualification Requirement (EQR) may also apply. However, they shall only be interviewed, if they have passed the EQR before the date of interview and must produce the Original Certificate at the time of Document Verification. c) Candidates must have read the required subject at least for 2 years in the course of B.Sc. programme. d) Please note that the candidates possessing higher qualification viz. M.Sc. or B.Tech, B.E. degree etc shall **NOT** be considered for the recruitment to the posts of Senior Technical Assistant 'B' or Technician 'A'. e) Candidates must be a citizen of India. f) Candidates must be in good mental & physical health and free from any physical deformity which may interfere in efficient discharge of duties. A candidate, after medical examination such as may be prescribed by the competent authority, conducted before the offer of appointment is issued, if not found fit, will not be appointed. g) Candidates serving in Govt. /PSU /Autonomous bodies etc. should submit their applications through proper channel, or attach 'no objection certificate' from present employer, failing both MUST produce NOC at the time of Document Verification. h) At any stage of selection process, if it is found on verification that an individual fails to fulfil any of the eligibility criteria, his/her candidature shall be treated as cancelled without notice and no representation in this regard shall be entertained under any circumstances.

4. RESERVATION BENEFITS: a) Reservation benefits will be available to the candidates in accordance with the instructions/orders/circulars, issued by Govt. from time to time. **IMPORTANT:** Candidates who wish to be considered against reserved vacancies, seeking age and fee relaxation, must support their claim by submitting their applications alongwith duly self attested copies of relevant certificates issued by Govt./notified Competent Authority, else their claim for any relaxation/concession etc will not be considered and their application will be dealt with as that falling under General Category (UR). b) **PWD:** as per PWD reservation roster of DRDO, the reserved vacancies for PWD are mentioned against each post. PWD candidates applying against unreserved posts will be treated as general candidates. c) **ESM:** the person who has served in any rank in regular Army, Navy or Air Force and retired after earning Pension or any other relevant terms & conditions of Govt. d) **MSP:** As per rules of Government.

5. AGE RELAXATION: The candidate must be within prescribed age limit on the closing date. However, upper age limit is relaxable for SC, ST, OBC, PWD, MSP, ESM, GS, persons domiciled in Kashmir Division of J&K state during the period from 01-01-1980 to 31-12-1989, widows, Divorced women and Women judicially separated from husband but not remarried as per the rule prescribed by the Government. For relaxation of age limit and proforma for certificates, our website may be referred.

6. ESSENTIAL REQUIREMENTS: a) To pass Typing Test is essential for the post of Admin Assistant 'A' & Store Assistant 'A'. b) For the post of Fireman 'A', Fire Engine Driver, etc. where physical fitness is necessary for discharge of the duties, it is mandatory to pass the prescribed Physical Endurance & Medical tests as per DRDO norms.

7. HOW TO APPLY: Use the designed proforma (SECTION 'C') on A4 size white plain paper, and in the same format as provided in advertisement. The proforma may be downloaded from our website. Photocopy of the format published in the Employment News can also be used. All columns of the application form should be filled legibly in own handwriting. CEPTAM encourages online registration of candidates through our website. Online facility will be available upto 1600 Hrs of 14th Feb, 2011. To be considered, online applicants **MUST** send their printed copy of application duly signed alongwith prescribed fee, photograph, relevant documents etc so as to reach us before the closing date at our Post Box.

8. FEES & MODE OF PAYMENT: Non-Refundable Fees of ` 50 is to be paid through **INDIAN POSTAL ORDER (IPO)** issued in favour of "The Director, CEPTAM, Delhi", payable at Delhi. The Cheque/Draft/Money order will **NOT** be accepted in any condition. Candidates belonging to SC/ST/ESM/PWD categories are exempted from payment of fee for all posts.

9. WHERE TO APPLY AND LAST DATE OF RECEIPT OF APPLICATION: The application complete in all respect must reach "DRDO Entry Test- 2011, Post Box No.: 8626, Civil Lines Post Office, Delhi-110 054"

on or before the closing date. However, the applications from the candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Jammu and Kashmir, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Island and Lakshadweep shall be accepted till **25th Feb, 2011. APPLICATION RECEIVED LATE WILL NOT BE CONSIDERED.** Candidates must mention Advt. No., Post Code, and their address for correspondence on the face of the envelope.

10. SCHEME OF EXAMINATION: The written examination will be OMR based and of two hours duration, consisting of 150 objective type multiple choice questions.

a) **For STA 'B' & Technician 'A':** The written test will consist of (i) 50 questions on General Awareness, General Intelligence, Reasoning Ability, General Science and (ii) 100 Questions on Subject concerned.

b) **For Assistant Hindi:** The written test will consist of (i) 50 Questions on General Awareness, General Intelligence, Reasoning & Numerical Ability and (ii) 50 Questions each on Hindi and English Language.

c) **For Admin Assistant 'A' & Store Assistant 'A':** The written examination will consist of (i) 75 questions on General Awareness, General Intelligence & Reasoning Ability (ii) 25 questions on General English and (iii) 50 Questions on Hindi OR English language.

d) **For Civilian Driver 'A', Security Assistant 'A', Fire Engine Driver and Fireman:** The written test will consist of (i) 100 Questions on General Awareness, General Reasoning, Arithmetic, Numerical Ability (ii) 25 Job related questions and (ii) 25 Questions on Hindi or English language.

11. SYLLABUS & MEDIUM OF EXAMINATION: The syllabus of the examination will be based on the standards of essential qualification required for the post. The medium for Written Examination will be Hindi or English.

12. EXAMINATION CITIES WITH CODE NUMBER: Based on the number of candidates, Examination Cities will be chosen from the following list (Numerals printed in the box below are respective city codes): -

01 - Agra	06 - Chandigarh	11 - Guwahati	16 - Kanpur	21 - Port Blair
02 - Ahmedabad	07 - Chennai	12 - Hyderabad	17 - Kochi	22 - Pune
03 - Bengaluru	08 - Dehradun	13 - Imphal	18 - Kolkata	23 - Raipur
04 - Bhopal	09 - Delhi NCR	14 - Jammu	19 - Nagpur	24 - Ranchi
05 - Bhubaneswar	10 - Gorakhpur	15 - Jodhpur	20 - Patna	25 - Visakhapatnam

Candidates are advised to choose any three cities in order of preference for written examination and write the respective **city codes** in application form. CEPTAM reserves the right to add/delete any exam city depending upon the number of applicants and availability of the Centres etc. Notwithstanding anything, candidates shall surely be allotted one of the examination cities.

13. DATE AND CENTRE OF EXAMINATION: The tentative date of examination for all posts is **24th Apr, 2011 (SUNDAY)**. Total examination shall be completed in two shifts. However, the exact date, time, and examination centre will be intimated by post. The same will also be available on our website. The written examination of STA 'B' & Tech 'A' shall be conducted in different shifts on the same day all over the country. The examination for Admin Assistant 'A' and Store Assistant 'A' shall also be in separate shifts but it shall be time-clubbed either with shift for STA 'B' or Technician 'A'. Therefore, candidates applying for more than one post should send their application, complete in all respect, in separate envelope. However, the **written examination for the post code 0501 and 0502 will be common** and therefore single application will be adequate. Other exams would be held in any shift.

14. MODE OF SELECTION: a) All the candidates will be called for written examination without scrutiny. However, the Original Certificates/Diploma/Degree will be examined/verified at the time of Document Verification. b) Candidates will be shortlisted on valid criteria as prescribed and adopted by CEPTAM, and final selection will be based on pooled merit of post/category/sub-category of the candidate which will be based on the marks obtained in Written Examination and Interview taken together. It is reiterated that it is mandatory for shortlisted candidates to pass the prescribed skill/trade/physical/medical tests, as per the norms, wherever applicable.

15. CAUTION: Misrepresentation or falsification of facts detected at any stage of the selection process, or adopting unfair means at examination or misconduct/misbehavior shall result in cancellation of candidature without any notice, and no correspondence in this regard shall be entertained. CEPTAM reserves the right to initiate legal action against the candidate concerned. The defaulter candidate may be for a specified period or permanently debarred from future recruitments.

Abbreviations: EQR = Essential Qualification Requirement, ESM = Ex-Serviceman, GS = Government Servant, HI- Hearing Impaired, IPO- Indian Postal Order, ITI = Industrial Training Institute, KDPH = Key Depression Per Hour, MSP = Meritorious Sports Person, NOC = No Objection Certificate, OBC = Other Backward Class, OH = Orthopaedically Handicapped, PB = Pay Band, PWD = Persons with Disability, SC = Scheduled Caste, ST = Scheduled Tribe, UR = Unreserved, VI- Visually Impaired, WPM = Words Per Minute
LIKELY STATION FOR POSTING* : A1 = Agra, A2 = Ahmednagar, A3 = Ambernath, B1 = Bengaluru, C1 = Chandigarh, C2 = Chandipur, C3 = Chennai, D1 = Dehradun, D2 = Delhi, G1 = Gwalior, H1 = Hyderabad, H2 = Haldwani, J1 = Jagdalpur, J2 = Jodhpur, K1 = Kanpur, K2 = Kochi, L1 = Leh, L2 = Lucknow, M1 = Manali, M2 = Mysore, M3 = Mussoorie, N1 = Nasik, P1 = Panagarh, P2 = Pune, T1 = Tejpur, V1 = Visakhapatnam.