



VACANCY NOTICE

The Electricity Department, A&N Administration, Port Blair, invites **ONLINE APPLICATION** from eligible candidates for filling-up Group 'C' vacant post in Level-1 (Rs.18000-56900) as per the details given below –

Sl. No.	Name of Post	Vacancy (No. of Post) - As on 01.07.2018						
		Total	General (UR)	ST	OBC	PHC	MSP	Ex-Service man
1	2	3	4	5	6	7	8	9
1.	MAZDOOR	189	86	15	71	7	9	1

Abbreviations :

ST – Scheduled Tribes, OBC – Other Backward Classes, PHC – Physically Challenged, MSP – Meritorious Sports person

Note :- 07 (Seven) post are reserved for Physically Challenged persons with categories of disabled suitable for above job i.e. **One Leg affected (OL), Low Vision (LV), Hearing Impaired (HH)**. The minimum degree of disability in order for a person to be eligible for any concession of /benefits would be 40%. The physical requirement are S=Sitting, ST=Standing, W=Walking, MF=Manipulation by Fingers, PP=Pulling & Pushing, L=Lifting, KC=Kneeling and crouching, SE=Seeing, H=Hearing, RW=Reading and Writing.

The vacancy shown in Col.3 above is likely to increase during pendency due to retirement/superannuation/death.

The details showing the Level in Pay Matrix, age limit, educational qualification, and terms & conditions are given below –

Sl. No.	Name of Post	Pay Band/ Pay Scale and Grade Pay	Educational and other qualifications required for direct recruits
1	2	3	4
1.	MAZDOOR	Level-1 – (Rs.18000-56900) (Revised) PB-1 ` 5200-20200 + Grade Pay `1800 (Pre-revised)	1. Secondary School Examination (Xth Std. Pass) from a recognized Board/Institution. 2. Should qualify the written proficiency-cum-trade test and physical endurance test.

I. AGE LIMIT -

- (i) For Male - 18 to 33 Years
- (ii) For Females - 18 to 38 Years

Note : A candidate for this examination must have attained the age of 18 years and must not have attained the age over and above 33/38 years in respect of male/female candidates respectively as on closing date of ONLINE application.

(Relaxable for Govt. Servants and ST candidates upto 5 years and for OBC 03 years. Also relaxable to the Visually handicapped, Deaf-mute and Orthopedically handicapped persons up to 10 years for General (Unreserved), 15 years for ST and 13 years for OBC candidates in accordance with the instructions/orders issued by the Andaman & Nicobar Administration/Govt. of India on the subject.

II. SELECTION PROCESS –

- (1) Written Examination
- (2) Physical Endurance Test (**Only short listed candidates from written examination will be called for Physical Endurance Test**)

III. CLOSING DATE FOR ONLINE APPLICATION – 12.11.2018 upto 1700 hrs.

IV. ELIGIBILITY CONDITIONS :

- (1) All candidates shall apply ONLINE for the post whether they are registered with the Employment Exchange or otherwise.
- (2) The Written Examination Centre to be opted by the candidate(s) (see point No. **VIII** below).
- (3) Applicant must be an Indian Citizen.
- (4) Candidates shall be ready to work in remote/hard areas of A&N islands wherever the Electricity Department is having its establishment.

V. GENERAL CONDITIONS –

- (1) While applying, the applicant should ensure that he/she fulfills the eligibility norms and that the particulars furnished by him/her are correct in all respect.
- (2) In the event of any information being false or incorrect or ineligibility being detected before or after selection, his/her candidature/appointment is liable to be cancelled.
- (3) All other terms & conditions as applicable to the Govt. servant working under A&N Administration.

VI. DUTIES AND RESPONSIBILITIES OF MAZDOOR -

His/Her duties is to carryout the job of manual labour of all kinds required for power generation, T&D system and store handling. His/Her duties includes cleaning of the site & work place, digging of pits, filling & cutting of earth, pole erection, line clearance by clearing of bushes, trees, jungles etc., drawing of LT/HT lines, shifting of plants & machineries as per the direction of the superiors including. He/She should be alert and cautious while carrying out the assigned work. He/She should work also as Watchman whenever asked to do so by his superiors for watch & ward of Power House, T&D system, stores etc. He/She should be alert and no outsider or any unauthorized person should be permitted to enter the premises where he has been assigned the duties of Watchman and should not move out any materials without any permission or gate pass issued by the senior officers concerned. He will maintain the diary while discharging duties of Watchman about the movements of vehicles as well as workers & officers. He should wear the uniform during duty whenever provided by the department.

He should be courteous and polite in his dealings with public and officials. He should know the operation of fire fighting equipments and use of first aid, wherever needed and in case of any eventuality, the same should be reported immediately to the Fire Brigade and to his superiors over phone.

***Note** :- As the services of the department is essential service, he/she is required to work even after duty hours as and when required for any such important/urgent work of the department and any duties i.e. in the interest of the department.*

VII. FEE PAYABLE: - NO FEE

VIII. CENTRE OF EXAMINATION:-

The Examination will be held at **Port Blair, Ferrargunj, Hut Bay, Car Nicobar, Kamorta, Campbell Bay, Rangat, Mayabunder and Diglipur**. The applicants should select the location for Centre of Examination in the ONLINE Application Form from which he/she proposes to appear in the written examination. No request for change of location for Centre of Examination will be entertained later.

IX. HOW TO APPLY :

- (a) Applications will be accepted only 'ONLINE' at www.and.nic.in **from 1100 hrs. of 13.10.2018 to 1700 hrs of 12.11.2018**. The candidates should provide all the mandatory details in the online portal failing which the applicant could not submit the application.
- (b) Candidates to choose any one 'location for Centre of Examination' out of the options displayed.
- (c) Filling up the information like personal **Mobile number** of the candidate is compulsory.
- (d) The crucial date for determining age limit and educational qualifications will be the closing date of online application.

- (e) Online application consists of five sections viz. (1) Personal details (2) Posts & Examination centre details, (3) Qualification details, (4) Additional details and (5) upload Photograph and Signature of the candidate.
- (f) Only those applications which are complete with all the above five sections will be treated as complete. However, applications that are submitted partially, due to reasons such as network issues, can be resumed and completed at later point of time through appropriate options in the recruitment portal. All such applications are to be completed before the last date of online application.
- (g) Candidates have to upload good quality Photograph and Signature in jpeg format. If the uploaded photograph is not legible and of poor quality then your admission to the examination hall may be prohibited.
- Photograph should be between 10 kb to 50 kb and the resolution recommended is 200x230 (width x height) in jpeg format and
 - Signature should be between 10 kb to 20 kb and the resolution is 140x60 (width x height) in jpeg format.
- (h) **Visually Handicapped (VH) candidates with visual disabilities of forty percent and above and candidates suffering from Cerebral Palsy** can avail the assistance of a **SCRIBE** in the Written Examination subject to such requests being made in the ONLINE application form. Question Papers and Answer Sheets will not be provided in BRAILLE. No other attendant will be allowed with VH/Cerebral Palsy candidates inside the examination premises.
- Note:** Persons with Visual disability of less than forty percent will not be considered as visually handicapped persons. One eyed candidates and partially blind candidates who are able to read the normal question paper set or all the candidates with or without magnifying glass and who wish to write/indicate the answer with the help of magnifying glass will be allowed to use the Magnifying Glass in the Examination Hall and will not be entitled to a scribe. Such candidates will have to bring their own magnifying glass to the examination hall. Similarly, other persons with less than forty percent (40%) disability will not be considered as OBH/HH category as the case applicable.*
- (i) Candidates are advised to fill the ONLINE application carefully with due diligence as once application is submitted cannot be modified.
- (j) Request for change/correction, in any particulars in the application form, once submitted will not be entertained under any circumstances. The Department will not be respondent for any consequence arising of non-acceptance of correction/addition/deletion in any particular filled in the online application form whatever the reasons may be.
- (k) On successful submission of online application a unique Application number will be provided to the candidate and website will also allow the applicant to take print-out of the application so submitted. Candidates must note down this application number for further reference and for retrieval/reprint of application form.
- (l) Those, who may fail to take print-out immediately after submitting their application can also download the filled in application forms later also with the help of unique Application number.

- (m) No hard copy of application shall require to be submitted. Apart from the ONLINE application, no further documents are needed to be furnished at the time of application.
- (n) The date, time and venue of the written examination and other information will be informed through personal email ID or website www.and.nic.in.

X. PROCESS OF CERTIFICATION AND FORMAT OF CERTIFICATES:-

Candidates who wish to be considered against vacancies reserved or seek age-relaxation must possess requisite certificate from the competent authority issued on or before the closing date of application. Otherwise, their claim for ST/OBC/PH/EXs status will not be entertained and their candidature/applications will be rejected.

- Certificate for the status of Creamy Layer issued beyond 30.05.2014 only will be accepted.
- Certificate issued by the authority competent (Sports Authority of India or A&N Sports Council) with relevant documents prescribing field for Meritorious Sports persons.
- Candidates seeking age relaxation in terms of Circular bearing No.45/96-PW dated 06.06.2001 and 45/19980PW dated 19.09.2011 should possess supporting documents as proof.

XI. IMPORTANT INSTRUCTIONS TO CANDIDATES

- (a) Electricity Department, A&N Administration will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of written examination and therefore, the candidature is accepted only provisionally. The candidates are advised to go through the requirements of educational qualification, age etc. and satisfy themselves that they are eligible before applying. When scrutiny is undertaken, at any stage, if any claim made in the application is not found substantiated, the candidature will be cancelled and the Electricity Department, A&N Administration, decision shall be final.
- (b) Candidates are advised to go through the detailed instructions contained in the notice uploaded in website before applying.
- (c) Candidate must fill their name, date of birth, father's name and mother's name strictly as given in the matriculation certificate otherwise their candidature will summarily be cancelled at the time of document verification or as and when comes into the notice of the department.

XII. ADMISSION TO THE EXAMINATION :

All candidates who apply in response to the above advertisement before the CLOSING DATE through ONLINE will be eligible for appearing in Written Examination and they will be assigned Roll Numbers. The list will be uploaded on the website www.and.nic.in three weeks prior to the date examination. In case, a candidate does not find his/her name in the above uploaded list, he/she must immediately contact to the Assistant Director (Admn.), Electricity Department, Port Blair, with proof of having submitted his/her application, for consideration. Failure to do so will deprive him/her of any claim for consideration later.

XIII. SCHEME OF EXAMINATION:

Part-I:- Written Examination :- The written Examination will consist “Objective Type Multiple Choice” questions on the subject as shown below:

Sl. No.	Topic	No. of Questions	Maximum Marks	Total Duration
A.	General Intelligence & Reasoning	25	25	2 Hours
B.	Numerical Aptitude	25	25	
C.	General English	50	50	
D.	General Awareness	50	50	

The questions will be set both in English & Hindi.

There will be negative marking of 0.25 marks for each wrong answer. Candidates are, therefore, advised to keep this in mind while answering the questions.

There will be a single paper for all the four topics, having “Objective Type Multiple Choice” Questions.

Indicative Syllabus for Written Examination :-

Questions on ‘General Intelligence and Reasoning’ will be non-verbal considering the functions attached to the post. Questions on Numerical Aptitude and General English will be simple, of a level that an average matriculate will be in a position to answer comfortably. Questions on General Awareness will be also of similar standard.

- A. **General Intelligence & Reasoning :-** It would include questions of Non-Verbal type. The test will include questions on similarities and differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, figure classification, arithmetical number series, non-verbal series etc. The test will also include questions designed to test the candidate’s abilities to deal with abstract ideas and symbols and their relationship, arithmetical computation and other analytical functions.
- B. **Numerical Aptitude :-** This paper will include questions on problems relating to Number Systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental arithmetical operations, Percentages, Ration and Proportion, Averages, Interest, Profit and Loss, Discount, use of Tables and Graphs, Mensuration, Time and Distance, Ration and Time, Time and Work, etc.
- C. **General English :-** Candidates understanding the Basics of English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage, etc. his/her writing ability would be tested.
- D. **General Awareness :-** Questions will be designed to test the ability of the candidate’s general awareness of the environment around him and its application to society. Questions will also be designed to test knowledge of current events and of such matters of everyday observation and experience in their scientific aspects as may be expected of an educated person. The test will also include questions relating to India and its neighbouring countries especially pertaining to Sports, History, Culture, Geography, Economic Science, General Polity including Indian Constitution, and Scientific Research etc. These questions will be such that they do not require a special study of any discipline.

Part-II :- Physical Endurance Test (other than PHC candidates) :-

Three Tier Physical Endurance Test will be conducted. The shortlisting will be done in each tier and final list will be made of those candidates who qualify in all three tiers. The shortlisting is therefore will be done in each tier.

1. Long distance of 3 Km. running with qualifying time as 15 minutes for Male and 20 minutes for Female.
2. Running for a distance of 75 mtr. From Point A to B and running back from B to A with a load of 30 Kg. qualifying time as 27 second for Male and with 15 Kg. load with same distance with qualifying time as 20 second for female.
3. Climbing of 9 Mtr. Pole with the help of Bamboo ladder carrying 8-10 Kg. items like Insulators and Cross Arms in one hand.

The Physical Endurance Test for Physically Challenged candidates will be conducted separately and simple task will be given as per their disabled categories.

Note : In the first stage shortlisted candidates from written examination equivalent to two times of the total vacant post on merit under each category will be called for Physical Endurance Test. The date and time for physical endurance test will be intimated separately.

XIV. GENERAL INSTRUCTIONS TO BE COMPLIED BY THE CANDIDATES IN THE WRITTEN EXAMINATION :

- (i) Candidates must bring atleast one photo bearing Identity proof (**in original**) such as Driving License, Aadhaar Card, Voter Card, Islander Identity Card, Passport, College/University ID Card, PAN Card and Hall Ticket downloaded from the website, while attending the examination failing which they shall not be allowed to appear to the Examination.
- (ii) Candidates must bring Blue/Black Ball Point Pen and Pencil only.
- (iii) Candidates must write in OMR with their own handwriting.
- (iv) Candidates are not permitted to use calculators and other electronic gadgets except as specified in the Notice. They should not, therefore, bring the same inside the Examination Premises/ Venue.
- (v) If any candidate is found to possess mobile phones or any other means of wireless communication in the working or switched off mode, his/her candidature shall be cancelled forthwith.

XV. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:

Candidates are warned that they should not furnish any particulars that are false or suppress any material information while filling in the application form. Candidates are also warned that they should in no case attempt to alter or otherwise tamper with any entry in a document or the attested certified copy submitted by them nor should they submit a tampered/fabricated document. If there is any inaccuracy or any discrepancy, in filling OMR Sheet, OMR Sheet will not be evaluated.

Without prejudice to criminal action/debarment from examination wherever necessary, candidature will be summarily cancelled at any stage for a period of maximum 3 years of the recruitment in respect of candidates found have indulged in any of the following:-

- (1) In possession of MOBILE PHONE & ACCESSORIES AND OTHER ELECTRONIC GADGETS WITHIN THE PREMISES OF THE EXAMINATION CENTRES, WHETHER IN USE OR IN SWITCH OFF MODE AND ON PERSON OR OTHERWISE.
- (2) Involved in malpractices.
- (3) Using unfair means in the examination hall.
- (4) Obtaining support for his / her candidature by any means.
- (5) Impersonate/ procuring impersonation by any person.
- (6) Submitting fabricated documents or documents which have been tampered with.
- (7) Making statements which are incorrect or false or suppressing material information.
- (8) Resorting to any other irregular or improper means in connection with his/her candidature for the examination.
- (9) Misbehaving in any other manner in the examination hall with the Supervisor, Invigilator or representatives.
- (10) Taking away the Answer Sheet with him/her from the examination hall, or passing it on to unauthorized persons during the conduct of the examination.
- (11) Intimidating or causing bodily harm to the staff employed by the Administration/Commission for the conduct of examination.
- (12) To be ineligible for the Examination by not fulfilling the eligibility conditions mentioned in the Notice.
- (13) Candidature can also be cancelled at any stage of the recruitment for any other ground which the Electricity Department, A&N Administration, considers to be sufficient cause for cancellation of candidature.

XVI. ELECTRICITY DEPARTMENT, A&N ADMINISTRATION DECISION IS FINAL.

The decision of the Electricity Department, A&N Administration in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s) allotment of examination centers, etc. will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

The Electricity Department shall have the right to cancel or postpone the recruitment at anytime on any administrative grounds. The department shall not be responsible for any type of losses or damages which may be suffered by the candidates due to such cancellation.

XVII. VERIFICATION OF DOCUMENTS :

The short listed candidates through Written Examination requires to get their original certificates/testimonials verified on the date and time intimated by this office and submit a copy of e-application (downloaded from portal) alongwith self attested Photostat copies of essential certificates failing which his/her candidature shall be strucked from the relevant panel for all purpose and in future no further request/correspondence shall be entertained.

XVIII. MODE OF SELECTION:

Provided that ST, OBC and PH candidates, who are selected on their own merit without relaxed standards, will not be adjusted against the reserved share of vacancies. Such ST, OBC and PH candidates will be accommodated against the general/unreserved vacancies as per their position in the overall Merit List.

The reserved vacancies will be filled-up separately from amongst the eligible STs, OBCs, and PH candidates which will, thus, comprise of ST, OBC and PH candidates who are lower in merit than the last general candidate in merit list of unreserved category but otherwise found suitable for appointment even by relaxed standard.

Physically Handicapped (OH) category candidate who qualifies on the basis of relaxed standards viz. age limit, experience or qualifications, permitted number of chances in written examination, extended zone of consideration, etc. is to be counted against reserved vacancies and not against general vacancies subject to fitness of such candidate for selection. Such candidates may also be recommended at relaxed standards to the extent of the number of vacancies reserved for them, to make up for the deficiency in the reserved quota, irrespective of their rank in the order of merit.

In so far as cases of Ex-Serviceman are concerned, deduction of the military service rendered from the age of Ex-Servicemen is permissible against the reserved or unreserved posts and such exemption cannot be termed as relaxed standards in regard to age.

XIX. RESOLUTION OF THE TIE CASES :

In cases where more than one candidate secures the equal aggregate marks, tie will be resolved by applying the following methods one after another

- (1) Date of birth i.e. the candidate older in age gets preference.
- (2) By referring to the alphabetical order of the names taking first name into consideration in case the date of birth as above also same.

XX. COURTS JURISDICTION

Any dispute in regard to this recruitment will be subject to courts/tribunals having jurisdiction in Port Blair, Andaman & Nicobar Islands.

Sd/-
Assistant Director (Admn.)
Electricity Department