



OFFICE OF THE "SPECIAL DEFENCE"
Personnel Forum; Licence: 118543
कार्यालय विशेष रक्षा कर्मी फोरम
MINISTRY OF CORPORATE AFFAIRS; GOVERNMENT OF INDIA
कारपोरेट कार्य मंत्रालय भारत सरकार
Email ID : office@specialdefence.com
Website : www.specialdefence.com

Employment Advertisement No. SDPF/01/SPL/20

Dated: 01/08/2020

SPECIAL DEFENCE Personnel Forum is a body which exclusively works for Personnel's of Indian Army/Navy/Air-Force and some of Para-Military Forces such as BSF/CRPF/CISF/ITBPF/SSB during and after tenure of service with a primary focus of welfare under sub-section (2) of section 7 and sub-section (1) of section 8 of the Corps Act, 2013; Ministry of Corporate Affairs Government of India Licence 118543
Employment Notice

Starting Date for Online Application: 10/08/2020

Closing Date for Online Application: 25/09/2020 till 23:59 hrs

Online Application is to be submitted through www.specialdefence.com

Online Applications are invited by SPECIAL DEFENCE Personnel Forum for Direct Recruitment for Male & Female Candidates for 534 Posts under mentioned categories. The Online Applications can be filled up from 10th of August to 25th of September till 23:59 hrs; thereafter the website link will be disabled. The Candidates are strictly advised to apply online well in advance to avoid rush during closing dates of the submission of online applications. No offline application forms will be accepted.



Details of Posts:-

POST CODE	NAME OF THE POST	PAY SCALE	CATEGORY WISE BREAK-UP			TOTAL NO.OF POSTS	OUT OF WHICH PH VACANCY	To be Applied by
			UR	BC	SC/ST			
1	INTELLIGENCE OFFICER	Rs.15600- 39100 + 5400 (GP)	18	10	9	37	0	BOTH MALE & FEMALE
2	WELFARE INSPECTOR	Rs.15600- 39100 + 5400 (GP)	15	11	9	35	0	BOTH MALE & FEMALE
3	GRANT EXECUTIVE OFFICER	Rs.15600- 39100 + 5400 (GP)	26	13	10	49	0	BOTH MALE & FEMALE
4	MEDICAL OFFICER	Rs.15600- 39100 + 5400 (GP)	4	3	3	10	0	BOTH MALE & FEMALE
5	LOWER DIVISIONAL CLERK	Rs 5910-20200+1900 GP Rs.10300-34800+3200 GP	17	15	12	58	14	BOTH MALE & FEMALE
6	SECURITY ASSISTANT	Rs.5910-20200+2000 GP Rs.10300-34800+3200 GP	23	11	10	44	0	ONLY MALE
7	BARRIER GUARD	Rs.5910-20200+2000 GP Rs.10300-34800+3200 GP	41	20	16	77	0	ONLY MALE
8	LAB TECHNICIAN	Rs.5910-20200+2800	1	2	2	5	0	BOTH MALE & FEMALE

		GP						
9	FIREMAN	Rs.5910-20200+1900 GP	8	4	3	15	0	ONLY MALE
10	ELECTRICIAN	Rs.5910-20200+1900 GP	21	10	8	39	0	ONLY MALE
11	VALVEMAN/PLUMBER	Rs.5910-20200+1900 GP	9	7	5	21	0	ONLY MALE
12	DRIVER	Rs.5910-20200+1900 GP	15	11	9	35	0	ONLY MALE
13	COOK	Rs.5910-20200+1900 GP	18	10	9	37	0	ONLY MALE
14	TABLE BOY	Rs.5910-20200+1900 GP	15	11	9	35	0	ONLY MALE
15	SAFAI KARAMCHARI	Rs.5910-20200+1900 GP	18	10	9	37	0	ONLY MALE

Note: PH vacancy is identified for OL, B, LV, and HH

Minimum Essential Qualification:-



<u>INTELLIGENCE OFFICER</u>	Should be Graduate from an Institute recognized by the Government. Note: Defence Exservicemen with Graduate Certificate are also admissible
<u>WELFARE INSPECTOR</u>	Should be Graduate from an Institute recognized by the Government Note: Defence Exservicemen with Graduate Certificate are also admissible
<u>GRANT EXECUTIVE OFFICER:</u>	Should be Graduate from an Institute recognized by the Government Note: Defence Exservicemen with Graduate Certificate are also admissible
<u>MEDICAL OFFICER:</u>	BAMS/MBBS from any recognized institute.
<u>CLERK:</u>	(i) Should have passed 10+2 examination or its equivalent from a recognized Board of School Education/University. (ii) Should possess keen knowledge about Microsoft Office for Office Data Records Keeper Should have the knowledge of word processing in computer as prescribed by the Recruiting authority.
<u>SECURITY ASSISTANT</u> <u>BARRIER GUARD</u>	Should have passed 10th examination or its equivalent from a recognized Board of School Education/University. Ex-Service Men from Indian Army/Air-Force/Navy has got quota. (ii) Minimum Physical Standards:

	Height:165 cm Chest:79 Cm without expansion & 84 Cm after expansion
<u>LAB TECHNICIAN:</u>	(i) 10+2 in Science or its equivalent from a recognized University/Board. (ii) One year Diploma in Laboratory from an Institution recognized by Govt. OR B.Sc Degree in MLT from the any recognized University or equivalent Preference will be given to person holding graduate degree in MLT.
<u>FIREMAN:</u>	(i) Should have passed 10+2 examination or its equivalent from a recognized Board of School Education/University. (ii) Should have qualified basic training courses of the elementary Fireman's service course conducted by the recognized Govt. Fire Service Department. (iii) <u>Minimum Physical Standards:</u> Height: 165 cm Chest: 80 Cm with expansion of 85 Cm Eyesight: 6/6 without glasses Weight: 52 Kg
<u>ELECTRICIAN</u> <u>VALVEMAN/PLUMBER</u>	Should be 10th pass from an Institute recognized by the Government with diploma of ITI
<u>DRIVER</u>	Should be 10th pass from an Institute recognized by the Government with good Driving Skills and valid Driving License
<u>COOK</u>	Should be 8th pass from an Institute recognized by the Government with diploma of Cooking
<u>TABLEBOY</u>	Should be 8th pass from an Institute recognized by the Government
<u>SAFAIWALAS:</u>	Should be 8 th pass from an Institute recognized by the Government

Age Limit- Age relaxation for Ex-servicemen who has put in not less than 6 months continuous service under the Armed Forces of the Union, shall be allowed to deduct the period of such service from his actual age and if the resultant age does not exceed 25 years by more than 3 years, shall be deemed to satisfy the conditions regarding age limit.

Age Relaxation: For BC/OBC – 3 Years ; For SC/ST – 5 Years

Post Code	Name of Post	Age as on date of Application
01	INTELLIGENCE OFFICER	18-32 years
02	WELFARE INSPECTOR	18-32 years
03	GRANT EXECUTIVE OFFICER	18-32 years
04	MEDICAL OFFICER	18-32 years
05	LOWER DIVISIONAL CLERK	18-30 years
06	SECURITY ASSISTANT	18-32 years (For EXM up to 45 Years)

07	BARRIER GUARD	18-32 Years (For EXM up to 45 Years)
08	LAB TECHNICIAN	18-28 years
09	FIREMAN	18-30 Years
10	ELECTRICIAN	18-30 Years
11	VALVEMAN/PLUMBER	18-30 Years
12	DRIVER	18-30 Years
13	COOK	18-30 Years
14	TABLE BOY	18-28 Years
15	SAFAI KARAMCHARI	18-30 Years

The age limit will be considered as on last date of receipt of application.

1. Mode of selection:-

Post code	Post Name	Mode of Selection
01	INTELLIGENCE OFFICER	1) Multiple Choice Objective type examination of 100 marks (Duration 90 minutes). 2) Interview
02	WELFARE INSPECTOR	1) Multiple Choice Objective type examination of 100 marks (Duration 90 minutes). 2) Interview
03	GRANT EXECUTIVE OFFICER	1) Physical Test (Annexure II) 2) Multiple Choice Objective type examination of 100 marks (Duration 90 minutes). 3) Interview
04	MEDICAL OFFICER	1) Multiple Choice Objective type examination of 100 marks (Duration 90 minutes) 2) Interview
05	LOWER DIVISIONAL CLERK	1) Multiple Choice Objective type examination of 100 marks (Duration 90 minutes) 2) Microsoft Office Test on Computer Typewriting on Computer.
06	SECURITY ASSISTANT	1) Multiple Choice Objective type examination of 100 marks (Duration 90 minutes). 2) Physical Test

07	BARRIER GUARD	1) Skill Test (Annexure 1) 2) Multiple Choice Objective type Examination of 100 marks (Duration 90 minutes).
08	LAB TECHNICIAN	Multiple Choice Objective type examination of 100 marks (Duration 90 minutes).
09	FIREMAN	1) Skill Test (Annexure 1) 2) Multiple Choice Objective type Examination of 100 marks (Duration 90 minutes).
10	ELECTRICIAN	1) Physical/trade Test (Annexure II) 2) Multiple Choice Objective type examination of 100 marks (Duration 90 minutes).
11	VALVEMAN/PLUMBER	1) Physical/trade Test (Annexure II) 2) Multiple Choice Objective type examination of 100 marks (Duration 90 minutes).
12	DRIVER	1) Physical/trade Test (Annexure II) 2) Multiple Choice Objective type examination of 100 marks (Duration 90 minutes).
13	COOK	1) Physical/trade Test (Annexure II) 2) Multiple Choice Objective type examination of 100 marks (Duration 90 minutes).
14	TABLE BOY	1) Physical/trade Test (Annexure II) 2) Multiple Choice Objective type examination of 100 marks (Duration 90 minutes).
15	SAFAI KARAMCHARI	1) Physical/trade Test (Annexure II) 2) Multiple Choice Objective type examination of 100 marks (Duration 90 minutes).

For POST Code: 09,10,11,12,13,14 and 15

Selection will be subject to the performance of candidate in the under mentioned tests:-
Qualifying Tests. Physical test/trade test will be qualifying in nature. Only those candidates who qualify in physical/trade test will be intimated on our website / portal www.specialdefence.com and further permitted to appear in written test. **Candidates will be disqualified immediately on failing to qualify any of the events and will not (WILL NOT) be permitted to appear in next physical event / subsequent tests or written test.**

(a) Final selection and merit will be based on written test (The written test on the subject will be of Multiple Choice objective types of questions having duration of One Hour. Date, Time & Venue for Physical / Skill test and Written test will intimated on our website www.specialdefence.com in due course of time. '

(b) At the time of Physical / Skill & Written Test, the candidates must bring proof of Date of Birth and Identity proof and Caste certificate and other documents and recent passport size photographs with him / her.

For POST Code: 01,02,03,04,05,06,07and08

Written Test- Marks obtained in written test will have 100% weightage in preparing the final merit list. - Written test will comprise of Multiple Choice Objective type of questions and will be in Hindi/English. Answers to the questions will have to mark on OMR Answer sheet. Minimum cut off marks in aggregate will be 50%. In other words Candidate scoring minimum 50% or above marks will only be considered in merit list.

For Post Code: 01,02,03 and 04

In cases where the number of eligible candidates for recruitment to the Medical Officer post advertised by the Board is inordinately large, the Board may limit / shortlist the number of eligible candidates to be called for interviews by subjecting them to a Written test (objective-type /descriptive) of two hours duration. Final selection of a candidate will be made solely on the basis of his/her performance in the interview/ Personality Test.

2 Scheme of examination: - Scheme of Examination is mentioned below:-

Post	Scheme of examination		
Medical Officer	Written Test & Interview		
Clerk	S.No.	Subject	Number of questions
(100 Marks)	1	General intelligence and reasoning	20
	2	General awareness	20
	3	Numerical aptitude	20
	4	English Comprehension	20
	5	Computer Test	20
Fireman (100 Marks)	S.No.	Subject	Number of questions
	1	General intelligence and reasoning	20
	2	General awareness	20
	3	Numerical aptitude	20
	4	English Comprehension	20
Barrier Guard (100 Marks)	S.No.	Subject	Number of questions
	1	General intelligence and reasoning	30
	2	General awareness	20
	3	Numerical aptitude	30
	4	English Comprehension	20
Lab Technician (100 Marks)	S.No.	Subject	Number of questions

	1	General intelligence and reasoning	20
	2	General awareness	20
	3	Numerical aptitude	20
	4	English Comprehension	20
	5	Knowledge of Lab	20
Grant Executive Officer	S.No.	Subject	Number of questions
(100 Marks)	1	General intelligence and reasoning General Awareness Numeric Aptitude English Comprehension	20 20 20
Valveman	S.No.	Subject	Number of questions
(100 Marks)	1	Knowledge of Water Fitting and plumbing	100
Safaiwala	S.No.	Subject	Number of questions
(100 Marks)	1	Knowledge of Swachh Bharat Abhiyan	100
Driver	S.No.	Subject	Number of questions
(100 Marks)	1	Knowledge of Driving & Tools and Equipments used in vehicle	100
Electrician	S.No.	Subject	Number of Questions
(100 Marks)	1	Knowledge of Electric Wiring & Tools and Equipments used	100
Cook	S.No.	Subject	Number of Questions
(100 Marks)	1	Knowledge of Cooking	100
Table Boy	S.No.	Subject	Number of Questions
(100 Marks)	1	Knowledge of Serving and Office Management	100
SECURITY ASSISTANT	S.No.	Subject	Number of Questions
(100 Marks)	1	General intelligence and reasoning General Awareness Numeric Aptitude English Comprehension	100
Intelligence Officer	S.No.	Subject	Number of Questions
(100 Marks)	1	General intelligence and reasoning General Awareness Numeric Aptitude English Comprehension	100

Welfare Inspector (100 Marks)	S.No.	Subject	Number of Questions
	1	General intelligence and reasoning General Awareness Numeric Aptitude English Comprehension	100

All questions will carry equal marks. There will be penalty (negative marking) for wrong answers. For each wrong answer, one-fourth (0.25) of the marks assigned to that question will be deducted as penalty.

2. Syllabus of the examination:-

- i) General intelligence and reasoning will include both verbal and non-verbal reasoning.
- ii) General awareness will include history, culture, geography, economic science, General polity, Indian constitution, current affairs etc.
- iii) Numerical aptitude will test the knowledge of arithmetical concepts and their use in finding the solution of real life problems (Matriculation/ 10th level).
- iv) English Comprehension will test the candidate's ability to understand correct English, his basic comprehension and writing ability etc.
- v) Firefighting will test the knowledge of the candidate for firefighting concepts etc.
- vi) The test on Radiology will focus on Radiology and X-Ray technician concepts and learning about the field.
- vii) The test on Computer will focus on Computer,

MS- Office, Software, Internet Knowledge concepts.

3. Application Fee:

S.No	Category	Fee
1	UR	500
2	SC	300
3	OBC	400
4	PH	Exempted
5	Ex-Serviceman	400

Application fee will be non-refundable. Fee is to be paid through online payment mode only.

4. **MODE OF APPLICATION:** Online application, complete in all respect will only be accepted. Application(s) received from any other source shall not be entertained and will be summarily rejected.

Commencing date for Submission of online Application	10-08-2020 10:00AM
Last date of receipt of online application	25-09-2020 till 2359
Download of Admit Card	To be intimated on website/portal

Note- Applications which are incomplete in any respect or 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 by the Department.

5. Admit-Card/Call letter for Written Test: - Application will be scrutinized and only eligible candidates would be intimated online at website/portal www.specialdefence.com. The candidates are advised to regularly visit this website for any information or any amendments or updates regarding said recruitment and time schedule for written test.

6. Mode of Selection:

(a) Final selection and merit will be based on Mode of selection (as mentioned at para 4 above). Date, Time & venue for Written test will be intimated on our website/Portal www.specialdefence.com in due course of time.

(b) At the time of Written test, the candidates must bring Identity proof and recent passport size photographs with him/her along with Admit Card.

(c) Written test will comprise of Multiple Choice Objective type questions and will be printed in Hindi & English. Answers to the questions will have to be marked on OMR Answer sheet.

(d) 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.

7. ELIGIBILITY CRITERIA:

(i) The candidate must be a citizen of India.

(ii) The candidate must fulfill the educational qualification, age, experience etc. As stipulated in this advertisement.

(iii) The cut-off date for age and SC, ST, OBC and PH certificates will be the closing date of application.

GENERAL CONDITIONS:-

(a) The services of the appointed candidate/person will be governed under SPECIAL DEFENCE Personnel Forum MOA and pension rules as amended from time to time by the SPECIAL DEFENCE are applicable to employees.

(b) Post ID: 1 to 5 is provisional for a period of 2 years (i.e on probation) and Post id : 6 to 8 is provisional for a period of 6 months (i.e on probation) & thereafter permanent subject to satisfactory service.

(c) The applicant can apply through Online portal only. No application will be entertained after closing date. Administration will not be responsible for any server failure.

- (d) No TA/DA will be paid to the candidates for appearing for the written test.
- (e) Department reserves the right to postpone/cancel/suspend/terminate the recruitment process without any prior notice/assigning any reason at any stage. No correspondence would be entertained in this regard.
- (f) If there are more than two candidates in the same category having equal marks in the merit list, the candidate older in age will get preference.
- (g) 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.
- (h) Candidate can apply for any category of the post subject to fulfilling the qualification criteria. However, only one application for each category of the post can be made by the applicant. Multiple applications for a category will result in cancellation of all the applications made by a candidate for that category.
- (i) 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.

8. Documents required at the time of 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.

- (a) Computer generated Application form duly signed by the candidate.
- (b) Certificate of date of birth.
- (c) Two latest colour passport size photographs.
- (d) Original Certificate of requisite academic qualification with detail marks.
- (e) Caste/ disability certificate (wherever applicable).

The original documents as mentioned above of the shortlisted candidates will be checked & verified at SPECIAL DEFENCE Personnel Forum Headquarters 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 also appear in the final merit list. Candidature of candidate may be cancelled at any stage and no correspondence in this regard will be entertained.

9. Rejection:- The following acts/omission would render a candidate/application disqualified /rejected.

- (a) Not meeting qualifying/passing the laid down mandatory educational

qualification/Skill test.

- (b) Furnishing of false, inaccurate or tampered information.
- (c) Obtaining support for his candidature through unfair means.
- (d) Impersonation by any person.
- (e) Submitting fabricated/false documents.
- (f) Making statements which are incorrect or false or suppressing material information.
- (g) Resorting to any other irregular or improper means in connection with his candidature for the selection.
- (h) Improper/Incomplete filling of application.
- (i) More than one application submitted for the same post.

10. HOW TO APPLY ONLINE FOR THE POSTS:

- (1) (a) Before applying, the Candidates are advised to go through this advertisement carefully in detail for determining their eligibility as per laid criteria for the post.
- (c) Candidate will be required to complete the Online Application Form, the instruction for which is available at the above mentioned site. The time gap to fill complete online application will be 30 minutes.
- (c) Before starting the filling up of online application, the candidate must have his/her photograph and signature duly scanned in the jpg format.
- (d) The admission at all the stages of the examination will be purely provisional subject to satisfying the prescribed eligibility conditions.
- (e) Candidates are required to apply ONLINE at www.specialdefence.com between 10-08-2020 11:00AM to 25-09-2020 23:59, no other means/mode of application will be accepted. Candidates are required to have valid e-mail identification and active mobile number and there should not be any change for contact by this office.

For submission of application, visit the website/portal at www.specialdefence.com click on New User Registration.

- (a) Select the post to apply from the drop down option.
- (b) Enter your mobile Number (working) and click to get OTP.
- (c) You will receive the OTP on your mobile.
- (d) Thereafter, fill the OTP and validation code (CAPTCHA) and click on submit.

(2) The procedure/steps for filling up of application online is briefed below;

STEP 1 : Submission of Application details.

STEP 2 : Uploading of scanned Photograph and Signature.

BSTEP 3 : Payout of application fee online (if applicable)

(3) The application shall be treated complete only if all the three mandatory Steps (Step-1, Step-2 and Step-3) are completed successfully.

(4) Applicant can view the application details from the already registered user section available on the home page by providing registration number ID. Applicant is required to ensure that Photograph & Signature is visible and Fee status changed to

paid otherwise application will be treated as incomplete and summarily rejected.

(5) Check list: following documents should be kept handy before applying online

- a) Credit Card/Debit card/Bank details/Digital Payment via wallet
- b) Scanned image of Photographs (JPG format, size between 20-40KB)
- c) Scanned image of Signature (JPG format, size between 10-20KB)

(6) For further details and online application. Please log on Website/Portal:
www.specialdefence.com.

(7) The vacancies advertised are provisional and likely to be permanent. Decision of the Competent Authority would be final with regards to all matters connected with the Recruitment including cancellation of Recruitment process at any stage and no Correspondence in this regard will be entertained.

(8) No Offline Mode of Application available

(10). After submitting the online Application, the candidates are required to preserve the print out of the finally submitted Online Application for the post Applied for.

(11) The Candidates are advised to submit the Online Application well in advance without waiting for closing date.

(12) Neither the print out of the application nor any document should be sent to this office while applying for the post.

(13) Application should avoid submitting multiple applications for a post.

(16) **IMPORTANT INSTRUCTIONS**

1. The decision of Director/Addl. Director of SPECIAL DEFENCE Personnel Forum in all matters relating to acceptance of rejection of an application, eligibility/ suitability of a candidate shall be final and binding for all the candidates.

2. The candidate should have valid working mobile number for applying for the examination. The applicants are advised not to change the Mobile number during the process of recruitment.

3. After the examination details regarding marks obtained by each candidate will be put up on the website of the Special Defence Personnel Forum.

4. The applicant can login at any time on the website/portal i.e www.specialdefence.com using his/her application number at any time to check any update regarding the examination.

5. The admit cards of provisionally eligible candidates will be uploaded on the website www.specialdefence.com. 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. The candidates are advised to visit the website regularly to be in touch with information/updation regarding the examination.

7. Any corrigendum/change regarding the examination will only be notified through the website www.specialdefence.com and no other medium of giving information to candidates will be incorporated.

8. The exact date of the written test will be updated through the website www.specialdefence.com. The candidates are advised to check the website regularly.

17. 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 candidates confers on him/her no right of appointment unless the Appointing Authority is satisfied after such inquiry as may be considered necessary that the candidate is suitable in all respect for appointment to the post.

(c) The services of the selected candidates on appointment will be governed under SPECIAL DEFENCE Personnel Forum MOA and pension rules as amended from time to time by the SPECIAL DEFENCE are applicable to employees.

(ii) 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.

(iii) The vacancies advertised are 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.

(iv) The appointing authority/Board reserves the right to reject the candidature of any ineligible candidate at any stage of recruitment.

(v) 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 centre and divert the candidates to appear at that examination centre if required.

(vi) No correspondence in regard to the appointment will be entertained.

(vii) No representation on any grounds for non-appearance for the written test/ Skill test by the candidates will be entertained and his/her candidature will not be considered in such an eventuality.

(viii) TA/DA will not be admissible for attending tests as the case may be.

(ix) The appointing authority reserves the right to cancel any centre of exam and ask the candidates of that centre to appear at another centre. No request for change in date, time and centre of exam will be accepted under any circumstances.

(x) The candidature of the candidate to the written test is entirely provisional and subject to the outcome of any direct decision/order /pronouncement of court of law and mere issue of Admit Card or appearance at Examination does not entitle him/her to any claim for the post.

(xi) The OMR Answer Sheet must be handed over to the invigilator after completion of Examination.

(xii) The candidates should scrupulously follow the instructions given by the Centre 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 candidate will sign on the Admit Card at the prescribed space in the presence of Invigilators. Thereafter, the Invigilator will also sign on the Admit Card at the prescribed space. The candidate is also required to sign on the attendance sheet and OMR Sheet in the presence of Invigilator, The Invigilator shall also sign on the same at the prescribed space.

(xiv) After the examination is over, the candidate should hand over the OMR Answer

Sheet to the Invigilator before leaving the room. Any candidate who does not return the OMR Answer Sheet or is found attempting to take the OMR Sheet outside the examination hall or pass on the OMR Answer Sheet to someone else inside the examination hall will be disqualified and the appointing authority may take further appropriate action against him/her as per rules.

(xv) Question papers may be taken by the candidates.

(xvi) 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).

(xvii) 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 proceedings can also be initiated against the candidates.

(xviii) Candidates are advised not to bring any of the above gadgets in the examination centre as no arrangements for keeping any security of these items would be available at the centers.

(xix) Candidates are required to visit our website www.specialdefence.com regularly to check the latest updates, corrigendum, Downloading of Admit Card, Time & Date schedule for written test and other information regarding recruitment process.

18. 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.

19. Abbreviations used:-

UR	Unreserved
OBC	Other Backward Classes
SC	Scheduled Caste
ST	Scheduled Tribe
PH	Physically Handicapped
OL	One Leg
B	Blind
LV	Low Vision
HH	Hearing Handicapped
MS	Microsoft
OMR	Optical mark recognition
TA/DA	Travelling Allowance/ Dearness Allowance
OTP	One Time Password
GP	Grade Pay

1. For Male Candidates:-

(Qualifying in nature)

ANNEXURE-I

S.No.	Item	Minimum Standards
01	100 Meters Race	14 seconds (Single attempt only)

02	800 Meters race	2 Minutes 45 Seconds (Single attempt only)
03	High Jump	1.25 Meters (Maximum three attempts)
04	Broad/long Jump	4 Meters (Maximum three attempts)

2. For Female Candidates:-

(Qualifying in nature)

S.No.	Item	Minimum Standards
01	100 Meters Race	17 seconds (Single attempt only)
02	400 Meters race	2 Minutes 15 seconds (Single attempt only)
03	High Jump	70 cms (Maximum three attempts)
04	Broad/long Jump	2 Meters (Maximum three attempts)

3. For Ex-servicemen:-

ANNEXURE - I

(Qualifying in nature)

S.No.	Item	Minimum Standards
1.	Brisk walk of 400 Meters (Single attempt only)	03 Minutes
2.	Chin-up (Single attempt only)	06 no's in 40 seconds
4	Carrying the weight (Single attempt only)	20+20 kg weight for a distance of 60 Meters in 02 minutes, without putting the weight down

ANNEXURE- II

1. For Male Candidates (except PH):-

(Qualifying in nature)

S.No.	Item	Minimum Standards
1.	Race of 800 Meters (Single attempt only)	03 Minutes
2.	Chin-up (Single attempt only)	08 no's in one minute
3	Long-jump (Two attempt only)	11 feet
4	Carrying the weight (Single attempt only)	20+20 kg weight for a distance of 100 Meters in 02 minutes, without putting the weight down
5	Cleaning of Drains,Road,nallah etc. (For Safaiwala Post only)	05 minutes

2. For Female Candidates (except PH):-


(Qualifying in nature)

S.No.	Item	Minimum Standards
1.	Race of 400 Meters (Single attempt only)	02 Minutes
2.	Carrying the weight (Single attempt only)	15+15 kg weight for a distance of 25 Meters, without putting the weight down.
3	Cleaning of Drains,Road,nallah etc. (For Safaiwala Post only)	05 minutes

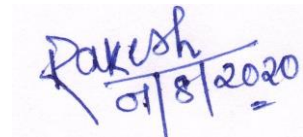
3. For Ex-servicemen:-

(Qualifying in nature)

S.No.	Item	Minimum Standards
1.	Brisk walk of 400 Meters (Single attempt only)	03 Minutes
2.	Chin-up (Single attempt only)	06 no's in 40 seconds
3	Carrying the weight (Single attempt only)	20+20 kg weight for a distance of 60 Meters in 02 minutes, without putting the weight down
4	Cleaning of Drains,Road,nallah etc. (For Safaiwala Post only)	05 minutes


(गोविंदर सिंह)
मुख्य प्रशासनिक अधिकारी
विशेष रक्षा कर्मी फोरम
भारत सरकार
कॉरपोरेट कार्य मंत्रालय के अंतर्गत

(G.S Sahota)
Chief Administrative Officer
SPECIAL DEFENCE
Personnel Forum Forum-Headquarters
118543


01/8/2020

(Rakesh)
Recruitment Officer
SPECIAL DEFENCE
Under-Govt. of India
Ministry of Corporate Affairs

SPECIAL DEFENCE
01 AUG 2020
VERIFIED & ATTESTED