

GOVERNMENT OF INDIA
DEPARTMENT OF ATOMIC ENERGY
GENERAL SERVICES ORGANISATION

KALPAKKAM 603 102,
KANCHEEPURAM DIST.

27.08.2008.

ADVERTISEMENT NO. 1/2008

Applications are invited for the following posts in the General Services Organisation, Department of Atomic Energy, Kalpakkam - 603 102, Kancheepuram District, Tamil Nadu. The details of posts and the recruitment norms specified for the posts are as under.

CATEGORY – I : **SCIENTIFIC OFFICER/C (MECHANICAL)**

No. of post : **ONE (UR)**

Qualification : B.E. / B.Tech. degree in Mechanical Engineering (with Air Conditioning and Refrigeration as one of the allied subjects) with a minimum of 60% Marks from a recognised University.

Experience : Air conditioning, Refrigeration and ventilation of a
(Desirable) reputed firm.

CATEGORY – II : **SCIENTIFIC OFFICER/C (ARCHITECTURE)**

No. of post : **ONE (UR)**

Qualification : B.Arch. degree (Architectural Engineering) with a minimum of 60% Marks from a recognised University.

CATEGORY - III : **SCIENTIFIC ASSISTANT/B (CIVIL)**

No. of posts : **THREE (OBC)**

Qualification : Diploma in Civil Engineering (3 Years after SSC) with a minimum of 60% marks in Diploma from a recognised University.

Experience : Construction of multi-storeyed structures, Roads,
(Desirable) Public Health Engineering works, Industrial / Institutional structures etc.

CATEGORY – IV : **SCIENTIFIC ASSISTANT/B (HORTICULTURE)**

No. of post : **ONE (SC)**

Qualification : B.Sc. degree in Horticulture or Agriculture with a minimum of 60% marks from a recognised University.

Experience
(Desirable) : Landscaping, Ornamental, Horticulture and Plantation.

CATEGORY – V : **SCIENTIFIC ASSISTANT/B (MECHANICAL)**

No. of posts : **TWO (UR)**

Qualification : Diploma in Mechanical Engineering (3 years after SSC) (with A/C and Refrigeration as one of the allied subjects) with minimum of 60% marks in Diploma from a recognised University.

CATEGORY – VI : **(a)SCIENTIFIC ASSISTANT/B (AUDIOLOGIST)**
OR
(b)TRADESMAN/C (AUDIOMETRIC TECHNICIAN)

No. of post : **ONE (UR)**

Qualification : **(a)** B.Sc. (Audiology and Speech Therapy) with a minimum of 50% marks in qualifying examination from a recognized University/Institution.

Note : In case suitable candidates are not available for the post of SA/B(Audiologist), the post will be filled up in the grade of Tradesman/C (Audiometric Technician).

(b) H.Sc. passed with a minimum of 60% marks in Science and Maths put together plus one year Diploma in Hearing language and Speech course recognized by Rehabilitation Council of India.

Experience
(Essential) : Minimum two years in the relevant field after obtaining requisite qualification (for Tradesman/C only).

CATEGORY – VII : **SCIENTIFIC ASSISTANT/B (ARCHITECTURE)**
No. of post : **ONE (OBC)**
Qualification : Diploma in Architectural Assistantship (3 years after SSC) with a minimum of 60% marks in Diploma from a recognised Institute.
Experience : Two years experience in Preparation of Architectural Drawings/Detailing and Checking Drawings for large Industrial Buildings and Co-ordination with Design and Construction Engineers.
(Desirable)

CATEGORY - VIII : **DRAUGHTSMAN/A (CIVIL)**
No. of post : **ONE (UR)**
Qualification : SSC/H.Sc passed with a minimum of 60% marks in Science and Maths put together in SSC/HSc plus Trade Certificate (with a minimum of 60% marks) of not less than two years duration from a recognized Institution.
Experience : Minimum three years after obtaining the requisite qualification of the Trade (At least one and half years of experience for recruitment of Draughtsman/A shall be in Computer Aided Draughting and Designing work).
(Essential)

CATEGORY - IX : **SUPERVISOR(COSMETIC MAINTENANCE)**
(Auxiliary Post)
No. of post : **ONE (UR)**
Qualification : SSC or equivalent plus Sanitary Inspector's Diploma from All India Institute/ State Government or any other approved Institution.
Experience : Five years experience in Supervisory Capacity in a Large Establishment in Housekeeping and Sanitation work.
(Essential)

CATEGORY – X : **TRADESMAN/C (DARK ROOM ASSISTANT)
(RADIOGRAPHY)**

No. of post : **ONE (UR)**

Qualification : H.Sc. passed with a minimum of 60% marks in Science and Maths put together plus Medical Radiography Trade Certificate (not less than one year) from reputed and recognised Institution.

Experience **(Essential)** : Minimum 2 Years experience in the relevant field after obtaining requisite qualification.

CATEGORY – XI : **TRADESMAN/B (ELECTRICAL)**

No. of posts : **Fourteen (UR - 06, OBC – 05 & SC-03)**

Qualification : SSC/HSc passed with a minimum of 50% marks in Science and Maths put together in SSC/HSc plus ITI Trade Certificate/equivalent certificate of not less than one year duration in Electrical/wireman Trade from a recognised Institution.

Experience **(Desirable)** : Installation, Testing and Commissioning of HT & LT Installations and Internal electrifications.

CATEGORY – XII : **TRADESMAN/B (A/C MECHANIC)**

No. of posts : **TWO (UR)**

Qualification : SSC/HSc passed with a minimum of 50% marks in Science and Maths put together in SSC/HSc plus ITI Trade Certificate/equivalent certificate of not less than one year duration in A/C Mechanic Trade from a recognised Institution.

Emoluments and other Incentives :

Scale of pay for the post of **Scientific Officer/Engineer/C** : Rs.8000-275-13500/-
(Total emoluments at the minimum of the scale of Rs.17,640/- p.m. approximately plus other allowances admissible to Central Government Employees).

Scale of pay for the post of **Scientific Assistant/B**: Rs.5500-175-9000/-
(Total emoluments at the minimum of the scale of Rs.12,128/- p.m approximately plus other allowances admissible to Central Government Employees).

Scale of pay for the post of **Draughtsman/A**: Rs.5000-150-8000/-
(Total emoluments at the minimum of the scale of
Rs.11,025 /- p.m. approximately plus other allowances
admissible to Central Government Employees)

Scale of pay for the post of **Supervisor (Cosmetic Maintenance)**: Rs.4500-125-7000/-
(Total emoluments at the minimum of the scale of
Rs.9923/- p.m. approximately plus other allowances
admissible to Central Government Employees).

Scale of pay for the post of **Tradesman/C**: Rs.4000-100-6000/-
(Total emoluments at the minimum of the scale of
Rs.8820/- p.m. approximately plus other allowances
admissible to Central Government Employees).

Scale of pay for the post of **Tradesman/B**: Rs.3200-85-4900/-
(Total emoluments at the minimum of the scale of
Rs.7056/- p.m. approximately plus other allowances
admissible to Central Government Employees).

Note: Pay is being to be revised as per **Sixth Pay Commission** recommendations.

Attractive incentives offered: The Organisation has a progressive HRD policy and provides an excellent growth potential for the right individual, through its periodical merit based performance review system (except Category IX) called Merit Promotion Scheme, delinked from availability of higher post, by which the staff can be evaluated for the advancement of the career in the Organisation.

The Organisation also provides for better medical facilities (Contributory Health Service Scheme), Transport facilities, Housing accommodation subject to availability, in addition to the facilities provided to the other Central Government Staff, well maintained green Townships with the facilities viz., Co-Operative Stores, Swimming Pool, 5 Central Schools, etc. GSO is housed in a beautiful campus with one of the best working environment available in the country. The State of the art, design and development facilities and a well-stocked Library provide an excellent opportunity for professional development.

Candidates will be governed by **New Contributory Pension Scheme** as notified by Department of Expenditure, Ministry of Finance, Government of India vide Notification No.F.No.5/7/2003-ECB & PR dated 22.12.2003.

AGE LIMITS : Age will be reckoned as 31.10.2008.
Minimum age limit is 18 years.

- | | | |
|------|---|------------|
| i) | Upper Age limit for the Post of Scientific Officer/Engineer/"C" | :35 years. |
| ii) | Upper Age limit for the Post of Scientific Assistant/B | :30 years. |
| iii) | Upper Age limit for the Post of Draughtsman/A | :30 years. |
| iv) | Upper Age limit for the Post of Supervisor (Cosmetic Maintenance) | :30 years. |
| ii) | Upper Age limit for the Post of Tradesman/C | :30 years. |
| ii) | Upper Age limit for the Post of Tradesman/B | :25 years. |

Age Relaxation on Reserved posts :

- | | |
|-----------------------------------|----------------------------|
| a] SC/ST | - Relaxation upto 5 years |
| b] OBC | - Relaxation upto 3 years |
| c] Physically Challenged | - Relaxation upto 10 years |
| d] Ex-serviceman/other categories | - as per rules in vogue. |

The upper age relaxation of 10 years to physically challenged persons belonging to SC/ST and OBC communities is over and above the relaxation of five years/three years as admissible to Scheduled Caste and Scheduled Tribes/OBC candidates respectively. Reservation for Physically Challenged candidates would be provided as per rules on identified trades/posts.

HOW TO APPLY

1. The application in the prescribed format as given below, preferably typewritten on thick foolscap paper (size 34 cms X 22 cms) should be submitted and outer cover should be superscribed "APPLICATION FOR THE POST OF _____ AGAINST THE ADVERTISEMENT NO.1/2008".

"Category No:_____".

2. Photograph :

A recent passport size photograph should be pasted on the right hand top corner of the application. **Two additional copies of passport size photograph should also be sent alongwith the application.**

3. Copies of Certificates: Candidates should submit along with their applications, attested copies of certificates (**attested by a Gazetted Officer**)

(a) Educational Qualifications and Technical Qualifications including certificate of Apprenticeship Training undergone, if any, supported by appropriate mark sheets of all the years, Registration certificate wherever applicable.

(b) Date of Birth (Proof).

(c) Certificates issued by the Competent Authorities regarding their claim that they belong to SC/ST/OBC,

(d) Candidates belonging to OBC should furnish the caste certificate in the prescribed format of the Department of Personnel & Training OM dated 1.1.1997 to the effect that they are not in the creamy layer, failing which their claim for 'OBC' will not be accepted.

(e) Certificate from appropriate Medical authority certifying the extent of disability (for physically challenged persons only).

(f) Discharge Certificate from Defence Services (applies to Ex-defence service personnel only).

(g) Land Loser Certificate in case of any land given to DAE Projects at Kalpakkam/Anupuram.

(h) Experience specifically stating the kind of work done should accompany the application.

4. Fee :[For Scientific Officer/C (Mechanical & Architecture) only:

The application for the above post should be accompanied by a non-refundable crossed Demand Draft on any scheduled banks drawn in favour of **Accounts Officer, GSO, Kalpakkam for Rs.50/- (Rupees fifty only) payable at Kalpakkam**. SC/ST candidates, disabled Defence personnel and dependents of Defence personnel killed in action and Ex-servicemen are exempted from paying the above fee.

5.Completed applications should be sent to:

**ADMINISTRATIVE OFFICER
DEPARTMENT OF ATOMIC ENERGY
GENERAL SERVICES ORGANISATION
KALPAKKAM, KANCHEEPURAM DISTRICT
TAMIL NADU - 603 102.**

so as to reach him on or before **31.10.2008**. Applications received beyond this date will be rejected.

GENERAL

1. Persons working under Central/State Government/Public Sector Undertakings should submit their applications through proper channel. They may, however, send an advance copy of the application along with enclosures as detailed above.

2. Travelling Allowance :

Category – I to II : The candidates called for interview from outstations and who are not working under any Central / State Government / Public Sector Undertaking / Corporation / Local Government / Panchayat, etc., are eligible for reimbursement of journey expenses limited to single SECOND CLASS rail fare or bus fare from the place of normal residence to Kalpakkam and back by the shortest route as per rules for a balance distance exceeding 30 kms both ways subject to production of ticket / tickets and unemployment certificate. If concessional tickets are available, reimbursement will be limited to the concessional fare only.

Category – III to XII : Only SC/ST candidates called for interview from outstations and who are not working under any Central / State Government / Public Sector Undertaking / Corporation / Local Government / Panchayat, etc., are eligible for reimbursement of journey expenses limited to single SECOND CLASS rail fare or bus fare from the place of normal residence to Kalpakkam and back by the shortest route as per rules for a balance distance exceeding 30 kms both ways subject to production of ticket / tickets and unemployment certificate. If concessional tickets are available, reimbursement will be limited to the concessional fare only.

3. Warning :

Applications which are not in conformity with the requirements indicated in the advertisement e.g. applications which are not in the prescribed form or are not accompanied by the attested copies of certificates, Demand draft (wherever applicable) and photographs will be rejected.

4. Shortlisting :

Mere fulfillment of requirement as laid down in the advertisement does not entitle a candidate to be called for interview. In case the response is more, the screening will be restricted to those with higher percentage of marks and experience wherever prescribed, as decided by the Competent Authority in General Services Organisation. The shortlisted candidates will be called for Interview and all those having lesser percentage of marks and lesser experience may not be called for Interview. No correspondence in this regard will be entertained.

5. Selection:

Screened in short listed candidates for Category I to IX will only be called for interview.

Screened in short listed candidates for Category VI(b) and X to XII will be called for trade test and interview.

Selection of candidate for the post of Category I to IX will be based on merit in overall performance in the interview and for the post of Category VI(b) and X to XII will be based on merit in overall performance in the trade test and interview. All other things being equal preference will be given to candidates belonging to Land Loser category (i.e, land given to DAE Projects at Kalpakkam/Anupuram).

The candidate selected for the posts is required to stay in the DAE Townships, Kalpakkam / Anupuram.

6. Only such of those candidates who in the opinion of GSO, suit the Organisation requirements, will be called for interview. Advertisement of a post and / or mere fulfillment of minimum prescribed qualifications, etc. will not vest any right in any candidate for being considered for the post and / or called for interview.

7. Candidates possessing qualification higher than prescribed which makes them eligible for appointment to higher grade may not be considered on the grounds of over qualification.

8. GSO reserves the right to fill up the post or alter the number of posts or even to cancel the whole process of recruitment without assigning any reasons.

9. Selected candidates will be posted at GSO, Kalpakkam which is about 85 kms. away from Chennai City but they are liable to serve in any part of India or in any of the constituent units of Department of Atomic Energy.

10. CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.

Government of India
Department of Atomic Energy
General Services Organisation
Kalpakkam 603 102

PROFORMA FOR APPLICATION

APPLICATION FOR THE POST OF _____
CATEGORY No: _____

1. Advertisement No. :
2. Full Name(in Block letters) :
3. Name of Father/Spouse's Name:
4. Date of Birth(in Christian era) :
5. Sex : Male/ Female
6. Nationality :
7. Religion :
8. Marital Status : Married / Single / Widow / Widower
9. Marks of Identification :
 - 1.
 - 2.
10. Address in block letters
 - a) For Correspondence :
(with PIN code)
Phone No & e-mail if any
 - b) Permanent :
(with PIN code)
Phone No & e-mail if any
11. Details of Demand Draft :
(For Category I & II only)
12. a) Do you belong to Scheduled Caste/
Scheduled Tribe/Other Backward
Class.(If yes, attach copy of
Certificate and indicate name
of the Sub-Caste)
 - b) Are you Physically Challenged. :
Locomotory / Orthopaedically
(If Yes, please attach Medical
Certificate)

AFFIX
PASSPORT
SIZE
PHOTOGRAPH

13. Educational/Technical Qualifications:(from SSC/SSLC onwards)

Examination passed	University/ Board	Year of passing	Class (or) % of marks	Subjects with marks secured	Duration of the Course

* If you are at present doing any higher studies please give the details.

14. Experience: Particulars of all previous and present employment to be furnished including training/apprenticeship undergone, if any:

Period		Total Months/Years	Designation	Name & address of the employer	Nature of experience
From	To				

15. In case undergone Apprenticeship Training, Details thereof:-

Period of Apprenticeship Training		Trade	Name of Organisation	Whether Passed NCVT Test
From	To			

16. a) Are you Ex-Servicemen, :
(If yes please enclose concerned certificate)

b) Are you in receipt of any pension/ gratuity or Employer's share of contribution of Provident Fund from the Central, State Government or any public undertaking? If so, please give particulars thereof

17. Details of relatives already employed in Department of Atomic Energy or its constituent units:

Name of relative	Relationship	Unit in which employed	Post held

18. Any other information you wish to add:

I certify that all the information given above is correct. I understand that furnishing false information makes the service, liable for termination. If appointed, I agree to abide by the rules and regulations of the Organisation.

NAME & SIGNATURE OF THE CANDIDATE

PLACE:

DATE:

CHECK LIST

1. Application duly completed & signed : _____
2. Photograph affixed : _____
3. Additional Photos enclosed : _____
4. SC/ST/OBC Certificate enclosed
wherever applicable : _____
5. Copies of all Certificates, Marks Sheets
& proof for Date of Birth enclosed : _____
6. Demand Draft for category I to II only : _____

SAY YES/NO AGAINST EACH COLUMN

ENCLOSE ONLY ATTESTED COPIES OF CERTIFICATE / MARKLIST