

Government of India
Ministry of Defence
**The Maratha Light Infantry
Regimental Centre, Belgaum
Employment Notice**

1. Applications are invited for the following post(s) from citizen of India, who are fulfilling the requisite qualifications/specifications as mentioned below on plain paper duly typed or neatly handwritten in the prescribed format only. Applications duly completed in all respect alongwith a self-addressed registered envelope duly affixed with minimum Rs 25/- postal stamp with all the requisite documents, duly self-attested should be addressed to THE PRESIDING OFFICER, CIVILIAN DIRECT RECRUITMENT, APPLICATION SCRUTINY BOARD, THE MARATHA LIGHT INFANTRY REGIMENTAL CENTRE, BELGAUM PIN - 590009 (KARNATAKA) :-

S No.	Name of the Post & Pay Level in Pay Matrix	Group	No. of posts	Category-wise Distribution (wherever applicable)		
				EWS	PWD	SC
(a)	Stenographer Grade-II Level - 4 (Rs. 25500-81100)	'C'	01	01	-	-
(b)	Cook, Pay Level - 2 (Rs. 19900-63200)	'C'	01	-	01	-
(c)	Barber, Pay Level -1 (Rs. 18000-56900)	'C'	01	-	-	01
Total			03	01	01	01

2. The number of vacancies mentioned above are provisional. Commandant, The MARATHA Light Infantry Regimental Centre, Belgaum reserves the right to change the number of vacancies, if necessary. Basic qualifications necessary for the published vacancies are as under:-

S No.	Particulars	Details				
(a)	Qualification	<p>Stenographer Grade-II</p> <p>(i) 12th pass or equivalent from a recognized Board or University.</p> <p>(ii) Skill Test Norms :-</p> <p>Dictation - 10 minutes @ 80 w.p.m.</p> <p>Transcription - 50 minutes (Eng), 65 minutes (Hindi) on computer.</p> <p>Cook</p> <p>Essential :-</p> <p>(i) Matriculation or equivalent.</p> <p>(ii) Must have knowledge of Indian Cooking and proficiency in trade which will be tested during skill test.</p> <p>Barber</p> <p>Essential - Matriculation pass or equivalent from recognized Board with proficiency in Barber's trade job.</p> <p>Desirable - One year's experience in the trade which will be tested during skill test.</p>				
(b)	Trade Test / Skill Test (Practical & physical tests wherever required)	<p>Trade/Skill Test will be carried out as decided by The Board of Officers for all trades. No separate marks will be allotted for the trade/skill tests as these will be only of qualifying nature. Selection to all posts will be made solely based on marks obtained by the applicants in the written test subject to qualifying in the trade/ skill test, as applicable.</p> <p>Note - Practical / Physical test wherever applicable as per requirement of this establishment will be carried out which will be of qualifying nature only.</p>				
(c)	Age limit	<p>Note - Cut off age as on 22 Sep 2023 is 18-25 years for the all post.</p> <table border="1"> <tr> <td>PWD</td> <td>For persons with Disability applying for their reserved post, relaxation under UR Category 10 years, OBC (Non Creamy Layer) Category 13 years & SC/ST Category 15 years.</td> </tr> <tr> <td>SC</td> <td>SC candidates applying for their reserved post will be given age relaxation upto 5 years.</td> </tr> </table> <p>Note - The SC/ST/OBC candidates who apply against unreserved post will not be given age and other concessions meant for SC/ST/OBC.</p>	PWD	For persons with Disability applying for their reserved post, relaxation under UR Category 10 years, OBC (Non Creamy Layer) Category 13 years & SC/ST Category 15 years.	SC	SC candidates applying for their reserved post will be given age relaxation upto 5 years.
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SC	SC candidates applying for their reserved post will be given age relaxation upto 5 years.					
(d)	Fees	<p>Crossed Indian Postal Order (IPO) or Demand Draft worth Rs. 50/- (Rupees Fifty only) in favour of Commandant, The MARATHA Light Infantry Regimental Centre, Belgaum. Postal Order/Demand Draft should be issued on or after the date of publication of the advertisement. The application fee is non-refundable.</p>				
(e)	Photographs	<p>One recent passport size photograph (not more than three months old) is to be pasted on the space earmarked in the application format. Besides, two photographs should be pasted duly self-attested in the space provided in the Admt Card Form. These three photos are mandatory for the application to be considered valid.</p>				
(f)	Crucial date	<p>The crucial date for determining the age limit shall be the last date of receipt of application i.e. 30 Sep 2023.</p>				
(g)	Closing date	<p>The closing date of receipt of application will be 30 Sep 2023. In respect of North East Region i.e. Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District of Pangi Sub-division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep closing date of receipt of application will be 10 Oct 2023.</p>				

3. Scheme of Examination. The selection will be made strictly on the basis of merit. The selection process will comprise of written test and skill/trade test wherever necessary. The selection to all Group 'C' posts will be made solely based on marks obtained by the applicants in the written test only, subject to qualifying in the skill/trade test, as may be the case.

Paper	Subject	No. of Questions	Marks	Duration of Examination
Part-I	General Intelligence & Reasoning (Objective Multiple Choice Type)	25	25	2 Hours
Part-II	General Awareness (Objective Multiple Choice Type)	50	50	
Part-III	General English (Objective Multiple Choice Type)	50	50	
Part-IV	Numerical Aptitude (Objective Multiple Choice Type)	25	25	

4. The question papers of Written Test will be bilingual i.e. English & Hindi. However, the questions on the portion of English Language subject will be in English only.

5. Syllabus for Examination:-

(a) **General Intelligence & Reasoning.** The questions will be of 10th/12th standard and would include questions of non-verbal type. The test may include questions on analogies, similarities and differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship concepts, figure classification, arithmetical number series, non-verbal series. 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) **General Awareness.** The questions will be of 10th/12th standard. The questions will be designed to test the ability of candidate's general awareness of the environment around him/her 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 10th/12th standard educated person. The test will also include questions relating to India and its neighboring 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.

(c) **English Language.** The questions will be of 10th/12th standard. Candidates understanding the basics of English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage etc. His/her writing ability would also be tested.

(d) **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, Ratio and Proportion, Averages, Interest, Profit & Loss, Discount, use of Table and Graphs, Mensuration, Time and Distance, Ratio and Time, Time and Work etc.

6. Important instructions to the Candidates/Applicants.

(a) Dates of examinations will be intimated only to the eligible candidates at a later date.

(b) Candidates belonging to Economically Weaker Section (EWS) category are required to submit an Income & Asset Certificate issued by Competent Authority prescribed under Point No 5 of the Department of Personnel & Training's O.M. No. 36039/1/2019-Estt (Res) dated 31.01.2019, in the format given below as Appendix-I. The EWS certificate issued within last six months will be considered valid.

(c) Persons working in Central/State Govt. /PSU must apply through proper channel along with the certificate from their establishment that no disciplinary action is contemplated/pending against them and that they have no objection in releasing them in case of selection. **NOC** covering above aspects must be issued on or after the date of publication of the advertisement. **The NOC issued on or after the date of publication of advertisement will be considered valid specifying the date of appointment and number of years of service rendered with organization.**

(d) New entrants to Govt. Service, entering on or after 01 January 2004 are governed by the New Defined Contribution Pension System (known as New Pension Scheme).

(e) Commandant, The MARATHA Light Infantry Regimental Centre, Belgaum shall not be responsible for any postal delay or failure.

(f) Commandant, The MARATHA Light Infantry Regimental Centre, Belgaum reserves the right to change the number of vacancies, if necessary.

(g) Depending on the number of applications received for a particular post, the competent authority reserves the right to fix a benchmark/cut-off written exam.

(h) If the number of applications received in response to the advertisement is large and it will not be convenient or possible to arrange the examination for all the candidates, the Commandant reserves the right to restrict the number of candidates to a reasonable limit on the basis of either percentage of marks obtained in the prescribed minimum essential qualification or desirable qualifications or qualifications higher than the minimum prescribed in the advertisement or experience. Therefore, the candidates should mention all the qualifications over and above the minimum qualification and should attach self-attested copies of the certificates in support thereof.

(i) The candidates must clearly super scribe "Application for the post of _____" on the top of the envelope in Capital letters. The reserved category candidate should clearly write their reserved category on the left hand corner of the envelope, for which he/she is applying i.e. UR/EWS.

(k) Ex-Serviceman applying for the unreserved post, resultant age after deducting period of service from actual age should not exceed prescribed age limit by more than 3 years. Calculation of age shall be as per the category for which the application has been made. A self attested copy of Discharge Certificate is mandatory to be enclosed with the application.

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- (l) Candidates applying against unreserved post must enclose supportive documents viz caste certificate, disability certificate, non-creamy layer certificate in case of OBC etc. Only self-attested copies of certificates in support of Educational Qualification/Technical Qualification, Experience, Caste, Date of Birth are to be enclosed with the application.
- (m) **Reasons for Rejection/Cancellation of Application. Incomplete or unsigned application and without Left/Right Hand Thumb Impression or applications not accompanied by self-attested copies of certificates or application received at The Commandant, The MARATHA Light Infantry Regimental Centre, Belgaum after the last date of receipt of application will be summarily rejected and no correspondence in this regard will be entertained. Besides all eligibility criteria has to be met by the applicant for consideration in examination.**
- (n) The application can be filled by the candidates either in English or Hindi.
- (o) Soldiers of Army/Navy/Air Force, who are in service and applying for above posts must enclose "No Objection Certificate" (NOC) issued by their Record Office duly sanctioned by Officer-in- Charge Records.
- (p) Interview for the above mentioned posts will not be conducted, Skill/Trade test will be conducted later for those candidates who qualify in the Written Examination. The final selection will be made solely based on marks obtained by the candidate in the Written Examination only subject to qualifying in the Skill/trade tests, as may be the case. If the candidates applying for Stenographer Grade-II do not indicate medium of typing test at the relevant place in the Application Form, only English language will be considered as the medium of short hand test for such candidates. Intimation with regards to written test/skill test and final employment will only be communicated to candidates shortlisted in the respective fields.
- (q) All India service liability will be applicable for candidates who are applying for above posts.
- (r) Merely fulfilling the basic selection criteria does not automatically entitle a person to be called for the test.
- (s) Centre for written examination will be in The MARATHA LIRC, Belgaum (Karnataka) only.
- (t) **Proof of age.** The date of Birth as recorded in the Matriculation/Secondary School Examination Certificate will be accepted by The MARATHA LIRC, Belgaum for determining the age and no subsequent request for change will be considered.

Self-Attested Legible Copies of Documents to be attached with the application.

S. No.	Name of the Post	Essential Documents
(a)	Stenographer Grade-II	CTC of 10th and 12th Mark sheets, Caste Certificate as applicable issued by civil administrative authority.
(b)	Cook	CTC of 10th Mark sheet, Caste Certificate as applicable issued by civil administrative authority.
(c)	Barber	CTC of 10th Mark sheet, Caste Certificate as applicable issued by civil administrative authority.

7. Special Instruction for the PH (PWD) Candidates in case they are called for the written examination

- (a) Persons with visual disability of less than forty percent will not be considered as visually disabled persons. One eyed candidates and partially blind candidates who are able to read the normal Question Paper set for 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.
- (b) **IDENTIFIED POSTS FOR PERSON WITH DISABILITY (PWD)**

Ser No	Designation	Physical Requirements	Categories of Disable suitable for jobs
1.	Cook	S, ST, W, MF, SE, RW, H	OL, LV, HH

ABBREVIATIONS USED: S= Sitting, ST= Standing, W= Walking, MF = Manipulation with Fingers, SE= Seeing, RW= Reading and Writing, H=Hearing, OL= One Leg, LV= Low Vision, HH = Hearing Impaired.

Caution to all applicants

Some unscrupulous elements may approach you with the assurance of procuring appointment for you in The MARATHA Light Infantry Regimental Centre, Belgaum through illegal gratification. You must not fall prey to such false promises or exploitation and must not entertain or encourage such elements in any way. It is emphasized and reassured that the selection test and exercise will be done on merit and in a fully transparent manner.

The Commandant, MARATHA Light Infantry Regimental Centre, Belgaum
PROFORMA OF APPLICATION

Application for the post of.....
(If applying for Stenographer Grade-II short hand test will be in English only).....

Ref: Newspaper..... Advertisement No.....
Dated.....

To,
Commandant
The Maratha Light Infantry
Regimental Centre, Belgaum

Recent
Passport size
photo duly
self-attested

1. Full Name (in Block Letters):
(As written in SSC Certificate)
2. Father's /Husband's Name (in Block Letters):
3. Date of Birth (as per 10th Class Mark sheet):
4. Age as on last date of receipt of application:Years.....Months...Days
5. Write category to which you belong (UR/EWS)
(enclose certificate on prescribed format)
6. Whether Ex-servicemen, if yes give details i.e. length of service along with self attested copy of service discharge certificate.....
7. Whether Person with Disability (also indicate the type of disability).....
8. Nationality:
9. Religion:.....
10. Address and Pin Code in full for communication with nearest Railway Station....

11. Important information to be furnished by the applicant :-

- (a) Mobile No & alternate Mobile No
- (b) Email Address
- (c) Aadhaar No
- (d) PAN No

12. Details of Academic/Technical & Professional Qualifications:

Name of the Exam Passed	Year of Passing	Name of Recognized University/Board of Examination	% of Marks obtained	Division	Remarks

(Attested copies of certificate in support of above are to be enclosed)

13. Experience/if any (please attach certificate):

14: Whether Govt. Servant. If yes, give details of post held, Pay Scale/Level and date of entry in Govt Service.....

DECLARATION

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false/incorrect or ineligibility being detected before or after the written test/skill test my candidature will stand automatically cancelled.

Full signature of the candidate:
Name:

Enclosures: -

- (i) One self-addressed registered envelope duly affixed with minimum Rs 25/- postal stamps.
- (ii) Postal Order/DD No..... & Date for Rs.50/-.
- (iii) Self-Attested copies of certificates () sheets.

Left hand thumb impression of male candidate and
(Right hand thumb impression in case of female candidate)
Appendix

Government of
(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No Date

VALID FOR THE YEAR

This is to certify that Shri/Smt/Kumari son/daughter/wife of Permanent resident of Village/Street Post Office District in the State/Union Territory Pin Code whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her "family"*** is below Rs. 8 lakh (Rupees eight lakhs only) for the financial year His/her family does not own or possess any of the following assets***:

- I. 5 acres of agricultural land and above;
 - II. Residential flat of 1000 sq. ft. and above;
 - III. Residential plot of 100 sq. yards and above in notified municipalities;
 - IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.
2. Shri/Smt/Kumari belongs to the caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

Recent
Passport size
attested
photograph of
the applicant

Signature with seal of Office
Name
Designation

- * Note1 - Income covered all sources i.e. salary, agriculture, business, profession etc.
- **Note 2 - The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.
- ***Note 3 - The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

ADMIT CARD

1. Name of Candidate
2. Father's / Husband's Name
3. Date of Birth
4. Post Applied for
5. Category (UR/SC/ST/OBC/EWS/ESM/PH)

Recent
Passport size
photo duly self-
attested

(Signature of Candidate)

ADMIT CARD

1. Name of Candidate
2. Father's / Husband's Name
3. Date of Birth
4. Post Applied for
5. Category (UR/SC/ST/OBC/EWS/ESM/PH)

Recent Passport
size photo duly
self-attested

(Signature of Candidate)