

Cantonment Board
St. Thomas Mount cum Pallavaram,
Chennai – 16

1. Applications are invited from eligible candidates for filling up the following posts on permanent basis:-

Sl. No.	Name of the Post	No. of Post and Reservation	Pay Scale	Qualification	
				Essential	Desirable
1.	Lower Division Clerk	01(UR)	19500-62000	Bachelor's degree in any stream, Typewriting passed in English lower.	Qualification in Computer (MS Office or equivalent)
2.	Peon	01(UR)	15700-50000	VIIIth Std Passed	Should possess sound mental and physical health.
3.	Mason	01(UR)	19500-62000	ITI in the trade of Building Construction.	Should possess sound mental and physical health.

(UR – Un Reserved)

2. Age Relaxation

Upper age limit for the Un Reserved (UR) post is 25 years as on **02-09-2019**. For transgender candidates, the upper age limit is 28 years as on **02-09-2019**. For all the above posts, the upper age limit for Differently abled candidates is 35 years for Un Reserved (UR). Minimum age for all the above posts is 18 years. No age relaxation is given for OBC, SC/ST applying for Un Reserved (UR) posts. Age relaxation for Departmental Candidates and Ex-Servicemen is applicable as per rules.

3. The selection is based on written and skill test (which will be of qualifying nature) for the above mentioned posts.

4. Last date of receipt of application is **26-08-2019** & last date for candidates residing in remote areas is **02-09-2019**

5. Process of Selection

Sl.No.	Name of the Post	Skill Test	Written Test
1.	Lower Division Clerk	Yes	Yes
2.	Peon	Yes	Yes
3.	Mason	Yes	Yes

5. Examination Fee

The candidates have to pay fixed fee of **Rs. 200/-** through Demand Draft issued by any Nationalised Bank drawn in favour of the "**Chief Executive Officer, Cantonment Board, St. Thomas Mount**" & payable at **Chennai**, which should be enclosed with the application form. The candidates belonging to SC/Differently abled are exempted from payment of fee.

6. Syllabus for Written/Skill Test

Sl. No.	Name of the Post	Skill Test	Written Test
1.	Lower Division Clerk	Typing test in Typing Master	<p>Duration – 1 Hour & 15 minutes (75 minutes)</p> <p>Written test will be held for 100 marks, which will be objective type. The questions are based on subject of Quantitative Aptitude, General Knowledge, Mental ability and General English, etc</p> <p>Negative marks for wrong answers</p>
2.	Peon	Ability to Ride Cycle.	<p>Duration - 1 Hour (60 minutes)</p> <p>Written test will be held for 100 marks, which will be objective type. Basic General Knowledge, current events, Aptitude, Mental Ability up to STD VIII.</p> <p>No Negative marks for wrong answers.</p>
3.	Mason	<p>Construction of Brick Masonry Wall</p> <p>Cement plastering on wall</p> <p>Ability to use power tools and material handling equipment.</p> <p>Must also be able to read blueprints, understand building codes and be knowledgeable of industry safety guidelines and rules for handling hazardous materials</p>	<p>Duration – 1 Hour & 15 minutes (75 minutes)</p> <p>Written test will be held for 100 marks, which will be objective type. The questions are based on subject of ITI Building Construction.</p> <p>Negative marks for wrong answers.</p>

7. How to apply

- Attach two passport size photographs, one is affixed in application form and other enclosed in the application form.
- Interested candidates may send their applications along with self attested copies of documents like caste certificate, qualification certificates, experience certificate, certificates showing date of birth, to **“The Chief Executive Officer, Cantonment Board, North Parade Road, St. Thomas Mount, Chennai – 600 016”**. Each post has to be separately applied for.


8. General Information

- Government strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.
- The number of vacancies advertised is only approximate and is liable for modification including reduction with reference to vacancy position at any time before finalization of selection.
- No conveyance, TA/DA or any other allowance will be paid for appearing for the written test/skill test
- Candidates already serving in any recognized institution, autonomous body or Central/State Government undertaking should apply through proper channel.
- Your candidature is Provisional. You must, therefore, ensure that you fulfill all the conditions of eligibility including the essential qualifications as laid down in the advertisement/notice. If at any stage it is found that you do not fulfill any of the conditions of eligibility, your

candidature will be cancelled and no appeal against such cancellation will be entertained. To avoid any disappointment at a later stage, you are advised to recheck whether you meet all the eligibility criteria laid down on the crucial date prescribed for the post/examination in question.

- f) The above post is on permanent basis and probation period will be as per rules. The CEO reserves the right to accept/reject any or all the applications without assigning any reasons thereof.
 - g) The date & time of Skill Test/Written Test or both, as the case may be, will be informed separately only to the candidates found eligible.
 - h) The applications received after the scheduled date, incomplete or without essential documents shall not be considered, whatsoever. This office shall not be responsible for any postal delay. The CEO reserves every right to accept/reject the application form.
 - i) Mobile Phones and other Electronic devices are banned in the examination Hall.
9. **Help Line for Candidates:** - Any guidance / information / clarification regarding applications, candidature etc., candidates can contact Cantonment Board St. Thomas Mount Office over Telephone (044-22332235, 22311718) on working days between 10.00am to 5.00pm.

Tele No. 22311718, 22332235
No.STM/ADM/Employ/2019/1306
Office of the Cantonment Board
St. Thomas Mount, Chennai – 16
Dated the 4 July 2019.


(HARSHA.H.E, IDES)
Chief Executive Officer
St. Thomas Mount cum Pallavaram

APPLICATION FOR THE RECRUITMENT IN CANTONMENT BOARD

- | |
|---|
| Affix Passport size
Photograph duly
self attested by the
Candidate |
|---|
1. Name of the Candidate
(in Block letters)
 2. Father's Name.....
 3. Nationality.....
 4. Sex: Male/Female/Transgender.....
 5. Post applied for
 6. Category belongs (UR/PH/Ex-Serviceman).....
(Tick whichever is applicable)
 7. Address for Communication
 -
 -
 - Mobile No..
 8. Date of Birth (In Christian era)
 9. Age as on 02-09-2019.
Year.....Month.....Days.....
 10. Educational Qualification (with percentage of marks)
 -
 11. Technical Qualification.....
 12. Experience if any.....
 13. Demand Draft No..... Dated

UNDERTAKING

I hereby certify that there is no criminal proceeding pending/contemplated/held against me.
I hereby declare that all the statements made in this application are true and complete to the best of my knowledge and belief. I understand that action can be taken against me by the department if I have furnished wrong information.
(List of documents attached with the application)

- 1.
- 2.

Signature: