

INTELLIGENCE BUREAU

(MINISTRY OF HOME AFFAIRS)

GOVERNMENT OF INDIA

RECRUITMENT TO THE POST OF SENIOR MECHANIC

Online applications are invited from Indian nationals for direct recruitment to the post of Senior Mechanic, General Central Service, Group 'C' (Non-Gazetted/Non-Ministerial) in Intelligence Bureau, Ministry of Home Affairs, Government of India. Candidates who fulfil the conditions of eligibility for the post are advised to go through all parameters under different paras and sub-paras mentioned below and satisfy themselves about their suitability/eligibility in age limit, essential/technical qualifications for the post before applying. Candidates fulfilling eligibility criteria of the post may apply online through website www.mha.nic.in:-

Post code	Name of the Post	Number of vacancies with break up	Essential qualification	Pay Scale
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01	Senior Mechanic General Central Service, Group-C (Non- Gazetted/Non -Ministerial)	05 (UR-03, OBC-01, SC-01)	(i) Matricul ation with minimum two years' Industrial Training Institute pass certificate in Web Off-set Printing Technology or Printing Technology.	Rs. 5200- 20200/- and grade pay of Rs. 2000/- (PB-1), plus other allowances at Central Government rates.
<p><u>Age Limit:</u> 18 - 27 years as on the closing date i.e. May 10, 2015 for registration of applications.</p> <p>The upper age limit is relaxable by five years for SC and three years for OBC candidates.</p> <p>As there is no vacancy for ST category, ST candidates will be treated as general candidates and will not get any age relaxation, as such.</p>				

However, they will be exempted from paying examination fee.

The upper age limit is also relaxable for departmental candidates up to 40 years in accordance with the instructions or orders issued by the Central Government.

The age limit is also relaxable up to age of 35 years for General Candidates and up to 40 years for SC in case of widows, divorced women and women judicially separated from their husbands who are not remarried.

The age limit is also relaxable for ex-servicemen as well as for candidates who were domiciled in J&K during 1.1.1980 to 31.12.1989 and children & dependents of victims of communal riots of 2002 in Gujarat as per Government instructions in this regard issued from time to time.

NOTE:

- i. Centre of examination once opted will not be changed under any circumstances.
- ii. Applications received for more than one examination centre from a candidate would be summarily rejected.
- iii. The eligibility in term of age and educational qualification will be determined on closing date.
- iv. The reservation of vacancies for OBC and SC is as per rules.

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- v. The number of vacancies indicated above are provisional and may change.
- vi. The posts are temporary but likely to continue indefinitely.
- vii. The above mentioned post is not reserved for any category of physically handicapped (HH, OH, VH) person. Hence, they NEED NOT apply.

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2. Service Liability: The post involves All India Transfer Liability. Therefore, the candidates applying for the post should be ready to serve anywhere in India.

3. Scheme of examination:

Description of Examination		Time	Max. Marks
Written Examination	Objective type multiple choice questions on General Awareness, G.K, English, Reasoning, Mathematical	1 Hour 30 minutes	100

	aptitude, etc.		
Trade test in Web Off-set printing or printing technology			100 Marks (50 Marks each for trade test and interview)

Those candidates who acquire a specific standard in the written test will be called for trade test in Web Off-set printing or printing technology followed by interview. The date, place and time of trade test and interview shall be intimated to the candidates online.

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4. Selection of candidates: Based on the performance of the candidates in written test & trade test cum interview, they will be selected subject to successful completion of their character and antecedent verification and thereafter medical examination.

5. How to Apply:

- (i) Applications should be submitted online only, by logging on to the website www.mha.nic.in.

(ii) Online registration will become operational from the date of publication of advertisement, i.e. April 25, 2015 till 2359 hours of the closing date, i.e. May 10, 2015. Any registration done prior to April 25, 2015 will not be entertained.

(iii) Applications will not be accepted through any other mode.

(iv) Wrong information in any column may lead to the application getting rejected altogether.

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(v) The format of online application form is divided into two parts viz.

Part-I relates to the personal, academic and other particulars of the candidate and Part-II relates to the payment modes. The candidate will have to fill up the Part-I of online application, upload their photograph and signature and then select option for payment of fees, if any, in Part II of the application form.

(vi) The candidates are required to upload their photograph (size should not be more than 20 Kb) and signature (size should not be more than 10 Kb) at the time of online registration itself.

(vii) Before submitting the online applications, the candidates must preview the application to ensure that they have provided correct information and uploaded correct photograph and signature. It must also be ensured that the photograph and signature are visible and not hazy/blurred, otherwise the photograph and signature should be uploaded again and online application should be submitted only after ensuring that the information/photograph/signature are correct.

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(viii) Candidates can apply for the post provided he/she fulfils the prescribed eligibility conditions. On the basis of their performance in the written examination, the candidates would be short-listed for trade test cum interview, depending on the number of vacancies.

(ix) Candidates are advised to submit only one application for the post. Submission of multiple applications may result in cancellation of such applications altogether.

(x) The candidates are required to take the print out of the Registration Slip and keep it in safe custody. They should also note down their registration number and Roll Number (as and when allotted) separately for future reference.

(xi) Candidates are required to possess an e-mail ID valid for 06 (Six) months which is to be entered in the application form at the time of online registration so that admit cards for the written examination and interview call letters can be sent to the candidate.

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(xii) Candidates must furnish one mobile number in the column provided in the application form to enable us to give SMS alert about the downloading of the admit card for written examination and interview.

(xiii) Applicants are advised to ensure that email addresses ending with @nic.in are directed to their inbox and not to spam folder or any other folder.

- (xiv) This office will not be responsible for bouncing of any e-mail or malfunctioning of the mobile phone number given by the candidate.
- (xv) The information regarding written examination, downloading of admit cards and interview call letters will also be posted on the website www.mha.nic.in from time to time.
- (xvi) Therefore, the candidates are advised to visit the website of MHA from time to time.
- (xvii) Applicants are advised to keep checking their email and the website of MHA from time to time and particularly 2-3 days before the date of written examination for updates.
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- (xviii) Applicants are **NOT** required to submit hard copy of their application forms.
- (xix) Candidates must carry at least two passport size photographs and identity proof in original such as Voter Card, Driving Licence, Aadhar Card, Income Tax Pan Card, Identity Card issued by University / college etc to the examination centre, failing which they shall not be allowed to appear for the examination.

- (xx) The candidate has to opt for one examination centres out of 05 examination centres given below for the written examination. The examination centre once opted will not be changed under any circumstances.

6. Centre of examination: The examination will be held at following centres:

Sl. No.	Centre
1	Chennai
2	Delhi
3	Guwahati
4	Kolkata
5	Mumbai

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- 7. Examination Fee:** Rs. 50/- (RUPEES FIFTY ONLY) for General & OBC candidates (male). However, woman candidates and candidates belonging to Scheduled Caste are exempted from payment of fee.

- (A) **MODE OF PAYMENT:** Applicants (who are required to pay the fee) can pay the fee by cash deposit (offline payment) at any branch of State Bank of India using the Challan form (available in part-II of the online application) or by using internet banking facility of State Bank of India or State Bank Debit-cum-ATM card. Part-II of the

online application pertains to payment of fee, wherein the applicant can opt for mode of payment, viz., offline payment or online payment.

- (B) **OFFLINE PAYMENT** (Cash Deposit): In this option, the applicant will be required to take a printout of Challan form (wherein name of the applicant and his/her Registration number will be printed) and deposit the fee in cash in any branch of State Bank of India after a gap of one working day. A counterfoil of this Challan would be given back to the candidate by the bank, indicating the transaction ID, which may be retained by the candidates.

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- (c) **ONLINE PAYMENT** (Internet Banking and Debit-cum-ATM card): The applicants having internet banking facility of State Bank of India or having State Bank Debit-cum-ATM card can pay the fee online. Once the online payment option is selected by the applicant, he/she would be automatically guided to the website of State Bank of India and after paying the fee through a user friendly interface, he/she would be guided back to the registration form/website and a confirmation is immediately flashed regarding receipt of payment.

- (D) Those candidates who apply on the closing date and opt for Cash Payment can deposit the fees in any State Bank of India branch after a gap of one working day i.e. on May 12, 2015. However, for online payment through State Bank of India Internet Banking and State Bank of India Debit-cum-ATM Card, the last date for depositing the fees would be the closing date.
- (E) Fee once paid shall not be refunded under any circumstances.

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NOTE 1: Those candidates depositing fees in cash mode should verify the status of their payment after 2 working days. For example, if the challan is printed on April 26, 2015, the fee can be deposited in cash on April 28, 2015 and the payment status could be checked on May 01, 2015.

NOTE 2: Fee paid by modes other than Cash deposit, Internet Banking or Debit-cum-ATM card will **NOT** be accepted under any

circumstances and the applications of such candidates will be rejected outright and payment made shall stands forfeited.

8. Closing Date:-May 10, 2015 (2359 Hrs.)

9. General Instructions:

(i) The crucial date for determining the age limit, educational/technical qualifications, certificates/testimonials, etc. shall be the closing date for receipt of applications from the candidates.

(ii) The date of birth as well as the name of the applicant will invariably be taken from the matriculation certificate issued by a recognized board. No other proof of date of birth and name shall be accepted.

(iii) The candidates are to ensure that the certificates in support of academic/technical qualifications must have been obtained on or before the closing date from recognized Institution/ University.

(iv) Educational/Technical certificate obtained through Open Universities/Distance education mode will not be accepted for the purpose of Educational Qualification unless it is recognized by Distance Education Council in terms of Ministry of Human Resource Development Notification No. 44, dated 01.03.1995 published in the Gazette of India dated 08.04.1995 for the relevant period when the candidate acquired the relevant qualification.

(v) The candidates who are yet to get their passing certificate, if called for trade test, would be required to submit proof of their possessing ITI certificate on or before the closing date. Such proof, if issued after the closing date, would not be entertained on ground of late conduct of examination, delay in declaration of result or any other ground whatsoever.

(vi) Candidates must ensure before applying for the post that he/she is eligible for the post in terms of age, educational/technical qualification etc. as laid down in the advertisement.

(vii) As no testimonials are called for at the submission stage, the admission to the written examination would be provisional. If the information furnished by the candidate, while submitting the application, is found to be incorrect at a later date, the candidate himself/herself will be solely responsible and his/her service would be liable to be terminated at any time during his/her service.

(viii) The admission of a candidate at various stages of examination, viz., written exam and trade test or interview will be purely provisional, subject to his/her satisfying the prescribed eligibility conditions.

(ix) If on verification at any time before or after the written exam or interview, it is found that a candidate does not fulfill any of the eligibility conditions, his/her candidature for the said examination would be cancelled.

(x) Candidates are advised to furnish correct information regarding their age, educational qualification and caste/category (i.e. SC/OBC) in the application form.

(xi) **Copies of the certificates of age, educational/technical qualifications and caste/category etc. (attested or otherwise) are not required to be attached with the application form at this stage.** However, if the candidate qualifies in the written examination, the same would be required to be produced by him/her as and when it is asked for.

(xii) Candidates claiming relaxation under OBC Category must ensure that they belong to OBC Category as per the notification of the Central Government meant for appointment to the posts under the Government of India **(not as per the notification of State Government)** and **DO NOT** belong to the creamy layer.

(xiii) If any candidate belonging to OBC category qualifies in the written test he/she will have to produce the OBC certificate along with the undertaking in the proforma given at **Appendix-I** as and when asked for.

(xiv) OBC Certificate in any other proforma will not be accepted in any case.

(xv) In case the candidate fails to submit the OBC certificate in the proforma (**Appendix I**) from the Competent Authority his/her candidature for the post will be summarily rejected and no correspondence will be entertained in this regard.

(xvi) Any change in category will **NOT** be entertained in future and the candidature of such candidate would be cancelled.

(xvii) Candidates will be required to produce the original certificates/testimonials when called for practical/trade test or interview.

(xviii) Candidates already in Government service or working with PSUs/Autonomous bodies must inform their Employer or obtain

necessary permission, as the case may be, before applying for the said post.

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(xix) No Objection Certificate (NOC) from the Employer is required to be furnished at the time of trade test cum interview, if called for.

(xx) Candidates, who get employed in Govt. service/PSUs/Autonomous bodies after the closing date, would be required to bring NOC from their employer at the time of trade test cum interview, if called for.

(xxi) Candidates who have appeared in the final examination and whose results have not been declared by the closing date, are not eligible and as such they **NEED NOT** apply. The candidatures of such candidates would not be entertained.

(xxii) Correspondence with reference to the admission to the said test will **NOT** be entertained.

(xxiii) No TA or other expenses will be admissible to the candidates for appearing in the written examination/trade test cum interview except to unemployed SC candidates who will be reimbursed the fares as admissible under the Rules. No cash payment will be made at the time of test or interview.

(xxiv) Mobile Phone and other electronic gadgets are banned within the premises of the examination centres.

(xxv) Arrangement for safe keeping of any valuable/costly items at the venues can not be assured.

(xxvi) Possession of such equipments, whether in use or in switch off mode, during the examination will be considered as use of unfair means. Candidature of such candidates will be cancelled. They will be liable for further action as may be decided by this office.

(xxvii) Candidate should verify the particulars filled in the application form, online, very carefully before submitting the same. After submission, **NO** change in any parameters would be allowed.

(xxviii) Candidates are advised to keep ready the following documents in original along with their attested copies soon after the declaration of the result of written examination:

- a) Matric/Higher Secondary School certificate or equivalent and ITI certificate showing name and date of birth,
- b) OBC certificate, if applicable, from competent authority in prescribed proforma, as explained in para 8 (xiii) above,
- c) SC certificate, if applicable, from competent authority.
- d) NOC from the present employer, if applicable, and
- e) Any other document/testimonial as deemed necessary by the candidate.

WARNING: It has been noticed that some unscrupulous elements are fraudulently inviting applications for various posts in the Intelligence Bureau. Such elements are also alluring the aspirants appearing in various written examinations conducted by IB for providing assistance during the examination and are even issuing fake appointment letters to some of the candidates. The prospective candidates/job aspirants are, therefore, cautioned not to fall prey to the designs of such unscrupulous elements who are trying to dupe the unsuspecting aspirants / candidates for their personal gain. Candidates are also advised to apply through the website of MHA only i.e. www.mha.nic.in.

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES
APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri/Smt./Kumari _____ son/daughter of _____ of village/town _____ in District/Division _____ in the State/Union Territory _____ belongs to the _____ community which is recognised as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. _____ dated _____ *. Shri/Smt./Kumari _____ and/or his/her family ordinarily reside(s) in the _____ District/Division of the _____ State/Union Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93 – Estt. (SCT) dated 8.9.1993**.

District Magistrate
Deputy Commissioner etc.

Dated:

Seal

* - The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

** - As amended from time to time.

Note:- The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

Declaration/undertaking - for OBC Candidates only

I, _____ son/daughter of Shri _____ resident of village/town/city _____ district _____ State hereby declare that I belong to the _____ community which is recognized as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No.36012/22/93-Estt.(SCT), dated 8/9/1993. It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the above referred Office Memorandum, dated 8/9/1993, which is modified vide Department of Personnel and Training Office Memorandum No.36033/3/2004 Estt.(Res.) dated 9/3/2004.

Signature of the Candidate

Place:

Date:

Declaration/undertaking not signed by Candidate will be rejected

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