

Government of India
Department of Atomic Energy
Atomic Minerals Directorate for Exploration & Research

ADVERTISEMENT NO. AMD-1/2013

Last date for receipt of Applications: 22-04-2013

Applications are invited from eligible candidates for appointment to the following posts in Atomic Minerals Directorate for Exploration & Research (AMD), Department of Atomic Energy:

1. Name of post	Assistant Security Officer – A (MALE)
Pay Band	PB-2 ₹9300 – 34800 with GP ₹4200/- plus other allowances as admissible.
Total No. of posts	10 (Gen - 06 ; OBC - 03 ; SC- 01)
Minimum Qualifications & Experience	Direct Recruits : Graduate from a recognized University. For Ex-servicemen, Ex-Police and Ex-Central Para Military Personnel : Graduate from a recognized University or equivalent
Experience	For Ex-servicemen : Not below Junior Commissioned Officer or equivalent or having five (05) years experience as Non-Commissioned Officer or equivalent.
Physical Standards	No deformity
Minimum Height	167 Cms
Chest	80-85 Cms

The screened in candidates for the above post will have to qualify in the physical endurance test conducted by the duly constituted Board as follows:

(a) Physical events:

- (i) 1.6 Kms run - in 06 minutes 30 seconds
(ii) Long Jump - 3.65 meters in 3 chances
(iii)

	Age Group	Nos.
Chin Ups	Upto 30 years	08-09
	30-40 years	05-06
Push Ups	40-45 years	16-17
	Above 45 years	12-13
Sit Ups	Upto 30 years	25-29
	30-40 years	20-24
	40-45 years	15-19
	Above 45 years	10-14

(b) The candidates who qualify the above physical endurance test will only be allowed to appear a written test for 75 marks in the allotted time of 90 minutes. Composition of the question paper will be as per the following pattern:

- (i) Comprehension : 25 marks
(ii) Report writing : 25 marks
(iii) Analytical : 25 marks
(Basic Maths, General Awareness, Objective type)
(iv) Personal Interview : 25 marks

NOTE : Candidates having NCC 'C' certificate & State Level Sports Certificate will be preferred.

Nature of Duties	Deploying Security Staff, regulating entry/exit of authorised personnel / vehicles / materials, attending to untoward incidents like trespassing, theft, fire, accident etc., taking security rounds, conducting enquiries, recording statements, collecting intelligence, rendering assistance to employees in case of emergency, supervising packing of materials, clearing gate pass, enforcement of security rules/procedure, operating gadgets, drawing panchanamas, making written reports of unusual happenings and liaising with police. The candidates so recruited are required to perform round the clock shift duties.
Age	<p>Minimum 18 years and Maximum 27 years as on 01.01.2013.</p> <p>Maximum age limit for Ex-servicemen and persons with police and paramilitary backgrounds is 30 years (after deducting the period of service from the actual age)</p> <p>Relaxable for Government Servants upto 35 years' in accordance with the instructions/orders issued by the Central Government.</p> <p>Ex-servicemen and Ex-constables shall be eligible to apply only within three years of discharge of retirement from Armed Forces or Police.</p>
2. Name of the Post	SECURITY GUARD (MALE)
Pay Band	PB-1 ₹5200 - 20200 with GP ₹1800/- plus other allowances as admissible.
Total number of posts	60 (General-30; OBC-25; SC-05) Out of 60 posts 06 of posts are reserved for Ex-Servicemen of any category.
Educational Qualifications	<p>Direct Recruits : 10th standard pass</p> <p>For Ex-servicemen, : 10th standard pass or Ex-Police and Ex-Central equivalent certificate from Para Military Personnel Armed Forces.</p>
Physical Standards	<p>No deformity.</p> <p>Minimum Height: 167 Cms.</p> <p>Chest : 80 - 85 Cms.</p>
Age	<p>Minimum 18 years and maximum 27 years as on 01.01.2013.</p> <p>Ex-servicemen and Ex-constables shall be eligible to apply only within three years of discharge of retirement from Armed Forces or the Police</p>

The screened in candidates for the post of Security Guard will have to qualify in the physical endurance test conducted by the duly constituted Board as follows:

(a) Physical Test Events:

- (i) 100 Metres Run - in 16 Seconds
(ii) Long Jump - 3.65 meters in 3 chances
(iii)

	Age Group	Nos.
Chin Ups	Upto 30 years	08-09
	30-40 years	05-06
Push Ups	40-45 years	16-17
	Above 45 years	12-13
Sit Ups	Upto 30 years	25-29
	30-40 years	20-24
	40-45 years	15-19
	Above 45 years	10-14

(b) The candidates who qualify the physical endurance test alone will be allowed to appear a written test for 75 marks in the allotted time of 90 minutes. Composition of the question paper will be as per the following pattern:

- (i) Comprehension : 25 marks
(ii) General Awareness (Objective type) : 25 marks
(iii) Analytical or Basic Maths (Objective type) : 25 marks
(c) Personal Interview : 25 marks

3. Name of the Post	WORK ASSISTANT – A (MALE & FEMALE) (Laboratories / Work Shops / Plant / Cosmetic Maintenance / Field Posting)
Pay Band	PB-1 ₹5200 – 20200 with GP ₹1800/- plus other allowances as admissible.
Total Number of posts	100 (Gen – 51; OBC – 30; SC – 19) {10 posts are for ex-servicemen} Out of the above 100 posts, 12 posts are reserved for PWD of any category (VH-04; HH-04; OH-04)
Educational Qualifications	10 th (Tenth) Class Pass
Age	Minimum 18 years and Maximum 27 years as on 01.01.2013
Mode or Recruitment	The screened in candidates will have to qualify in the Written Examination followed by Personal Interview.

NATURE OF DUTIES OF WORK ASSISTANT - A:

- 1) Cosmetic maintenance of laboratories, office buildings and surrounding areas including toilets, providing clean, neat, and hygienic ambience in the area and miscellaneous office work. Cleaning and decontamination of plants/machinery, assistance in plants / workshops /stores and other utility areas. The duties may also involve working in round the clock shifts.
- 2) Duties include developing the gardens by digging soil and planting of different plants, maintenance of gardens by sweeping, watering, weeding, mowing, manuring, pruning and propagating plants and flower arrangements.
- 3) Agricultural operations including ploughing, harvesting, seed sorting/packing, pesticides and fertilizer treatment, bird watch, etc.
- 4) Miscellaneous office work which include movement of files, papers & other waste materials photocopying work etc.
- 5) Rendering assistance to personnel in Survey, exploration & Drilling activities.

RELAXATION IN UPPER AGE: (for all category of posts)

- Relaxation up to **5 years** against reserved posts for SC and **3 years** for OBC candidates
- Relaxation for Ex-Servicemen will be provided as per rules.
- Departmental candidates with 3 years continuous service - up to 40 years of age (45 years in case of SC/ST). (applicable for Security Guards & Work Assistant posts only)
- Relaxation up to 10 years (15 years in case of SC/ST) for Blind, Deaf-mute and Orthopedically handicapped persons.
- Relaxation in the upper age limit of 5 years shall be admissible to persons who had ordinarily been domiciled in Kashmir division of the state of Jammu & Kashmir during the period from 1.1.1980 to 31.12.1989 provided that the relaxation in the upper age limit for appearing at any examination shall be subject to the maximum number of chances permissible under the relevant rules. Any person intending to avail of this relaxation of age limit shall submit a certificate from (a) the district magistrate the Kashmir division within whose jurisdiction he had ordinarily resided; or (b) any other authority designated in this behalf by the Government of J & K during the period from 1.1.1980 to 31.12.1989.
- Relaxation in the upper age limit of **5 years** shall be admissible to children / Family members of those who died in the 1984 Riots. Prof of the effect that they have been affected by 1984 Riots should be furnished.

NOTE: Age relaxation will be admissible only for the posts which fall in the Reserved Category.

A written examination would be conducted for selection of candidates against all the three category of posts.

The date, time and venue for written examination will be intimated to the eligible candidates. After qualifying the written examination, they have to appear for personal interview.

AMD reserves the right to increase/decrease the number of post or cancel the advertisement depending upon the requirement/policy of the Department/Government. Mere fulfilling the requirement as laid down in the advertisement does not entitle a candidate to be called for a written examination/interview. AMD reserves the right to restrict the number of candidates to a reasonable limit on the basis of scholastic records, percentage of marks in the qualifying examination where the number of applications received in response to the advertisement are large in number and where it is not practicable for this Directorate to call all the candidates for written examination/interview.

APPOINTMENT & PLACEMENT:

Atomic Minerals Directorate for Exploration & Research (AMD) is basically a field oriented organization. The candidates are liable to be posted for field and or laboratory work in any one of the Regions with Headquarters at New Delhi, Bengaluru, Nagpur, Jamshedpur, Shillong, Jaipur and Hyderabad or in its sectional offices located at Visakhapatnam & Thiruvananthapuram or any of the field units located anywhere in India or any other Centre to be established by the AMD in future or in any of the Constituent Units of the Department of Atomic Energy in India. They should be prepared and must be willing to bear the arduous conditions of field life, which involve living in tents or in improvised field accommodation. They should be physically and mentally strong enough to withstand all the rigors and hazards of field life.

TRAVELLING ALLOWANCE:

Only unemployed SC/ST candidates called for written test/interview from outstation will be eligible for reimbursement of journey expenses limited to single SECOND CLASS (General) railway fare each from the place of normal residence to place of examination & back by the shortest route as per rules subject to production of un-employment certificate from MP/MLA/Gazetted Government Officer. If concessional tickets are available, reimbursement will be limited to the concessional fare only.

WEBSITE: The Advertisement, application proforma & format of OBC certificate are available on AMD website at **www.amd.gov.in**. The status of recruitment against the above advertisement such as applications screened-in for written examination/interview/selected list will be made available on AMD website from time to time.

HOW TO APPLY:

1. The application should be submitted in the proforma given in the Advertisement, preferably typewritten on thick A4 size/foolscap paper.
2. The application and the outer cover should be superscribed as Application for the post of _____ in AMD, against the advertisement AMD-1/2013.
3. Separate application should be submitted for each post, if a candidate wishes to apply for more than one post.
4. The candidates name, address with pincode, date of birth should be written legibly in English in Bold Capital Letter even if a candidate fills the application form in Hindi.
5. Photograph: A recent passport size photograph should be affixed on the space provided on the right hand top corner of the application and an additional photograph (with name on backside) sent along with the application.

6. Copies of Certificates: Candidates should submit along with their application, attested copies of following certificates :

(a) Educational/technical qualifications (supported by appropriate marks sheets indicating the subjects offered at the examination).

(b) Date of Birth

(c) Caste Certificates in the prescribed proforma issued by the Competent Authority regarding the claim that the candidates belongs to SC/ST/OBC.

(d) Non-creamy layer & validity certificate issued within one year in respect of OBC candidates.

(e) Discharge certificate from Defence (applies to ex-defence personnel only).

(f) No-objection certificate (applies to persons working in Central/State government/public sector undertakings).

(g) Certificate from Appropriate Authority regarding physical disability (applicable to physically disabled persons only).

(h) Proof if affected by 1984 Riots.

(i) Certificate regarding domiciled in Kashmir Division from 01.01.1980 to 31.12.1989 (if claiming age relaxation for Kashmir Division).

IMPORTANT REQUIREMENT OF DISABILITY CERTIFICATE

1. According to the Persons with Disabilities (Equal Opportunities, Protection of Rights and full participation) Rules, 1996 notified on 31.12.1996 by the Central Government in exercise of the powers conferred by sub section (1) and (2) of Section 73 of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (I of 1996), a disability certificate shall be issued by a Medical Board duly constituted by the Central or a State Government. The Central/State Government may constitute a Medical Board consisting of at least three members, out of which, one member shall be Specialist from the relevant field.

2. The Certificate would be valid for a period of 5 years for those whose disability is temporary. The Medical Board shall indicate the period of validity of the certificate where there are chances of variation in the degree of disability. For those who acquired permanent disability, the validity can be shown as Permanent. On representation by the applicant, the Medical Board may review its decision having regard to all the facts and circumstances of the case and pass such orders in the matter as it thinks fit.

3. Those SC/ST/OBC persons with disabilities selected on their own merit without relaxed standards along with other candidates will be considered against unreserved vacancies provided the post is identified for persons with disability of relevant category.

Completed applications should be sent to :

**Assistant Personnel Officer (R)
Atomic Minerals Directorate for Exploration & Research (AMD),
1-10-156/156, AMD Complex, Begumpet,
Hyderabad – 500 016, Andhra Pradesh.**

GENERAL INSTRUCTIONS:

1. The candidates applying against the reserved vacancy for physically challenged persons should have at least a minimum of forty percent disability (moderate) and certified by the appropriate medical authority.
2. Persons who are applying for more than one post should submit separate applications for each category.
3. Persons working under Central/State Government/Public Sector undertakings should submit their applications through proper channel. They may however, send one advance copy of the application along with required enclosures before the prescribed last date.
4. Applications which are not in conformity with the requirements indicated in the advertisement will be rejected. E.g. applications which are not in the prescribed format, not accompanied by the attested copies of all the Marks memos, pass certificates, date of birth certificate, photographs, caste certificates, non-creamy layer in case of OBC, PH Certificate, proof of residence in the case of J & K domiciled candidates etc.
5. Candidates selected against this advertisement are likely to be posted in any of the Regional Headquarters/Field units of this Directorate and also liable to serve in any constituent units of the Department of Atomic Energy.
6. The number of vacancies shown above is provisional and liable to vary. In case the vacancy position for any category is reduced or even made nil, AMD is not liable to compensate the applicant for consequential damage/loss.
7. The Candidates belonging to SC/ST/OBC should clearly indicate the same in the application (even when applying for Unreserved vacancy) and should attach proof of the same in the specified format, failing which they will be treated as unreserved and subsequent representations for change of community status will not be entertained. In case of OBC, the certificate should specially indicate that the candidate does not belong to the persons/sections (creamy layer) mentioned in Col.3 of the Schedule of the Government of India, DOPT OM No.36033/3/2004-Estt(Res.) dated 14.10.2008.
8. The selected candidates will be governed by the new restructured defined Contribution Pension Scheme, which has come into force with effect from 1.1.2004 vide Notification No.5/7/2003-ECB&PR dated 22.12.2003 of Ministry of Finance.
9. Mere fulfillment of requirements as laid down in the advertisement does not entitle candidates to be called for written examination/interview. In case the response is more, the screening will be restricted to those with higher percentage of marks & experience wherever prescribed by the competent authority in AMD followed by a written examination / personal interview. No correspondence in this regard will be entertained.
10. Candidates possessing qualifications higher than prescribed may not be considered on the grounds of over qualification.

11. Application which is illegible, incomplete, unsigned, not in prescribed format, without photo of candidate, not having attested photo copy of certificates is liable to be rejected.
12. If the post applied for is not indicated on the top of the envelop and the application, the same will not be entertained.

WARNING:

Applications which are not in conformity with the requirements indicated and which are not in the prescribed form or are not accompanied by the attested copies of certificates and photograph will be rejected. Mere fulfilling of requirement as laid down in the advertisement does not qualify a candidate for employment. AMD reserves the right to fill up all the posts or alter the number of posts or even cancel the whole process of recruitment and change the centre of examination without any notice.

CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.

Government of India
Department of Atomic Energy
Atomic Minerals Directorate for Exploration & Research
Begumpet, Hyderabad – 500 016.

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ADVERTISEMENT NO.: AMD-1/2013

Application for the post of _____

(For office use only)		
Application No.	Examination Centre	Roll No.

1.	Full Name (BLOCK LETTERS) (As per SSC Certificate)	
2.	Father/Husband/Guardian's Name	
3.	Date of Birth (in Christian Era)	
4.	Age as on 1-1-2013	
5.	Sex	Male / Female
6.	Marital Status	MARRIED / SINGLE / WIDOWER / WIDOW
7.	Religion	
8.	Whether the applicant belongs to GENERAL/SC/ST/OBC.	
	If belongs to SC/ST/OBC please state the name of Caste	
9.	Present complete Postal Address in BLOCK LETTERS with State, Pin Code, Telephone No. with STD code etc.	
10.	Permanent Postal Address in BLOCK LETTERS with State, Pin Code, Telephone No. with STD code etc.	

11.	Nationality	
12.	Whether applying against Physically Handicapped? (OH / HH / VH)	YES / NO
	If YES, indicate the percentage and type of disability and enclose relevant certificate.	
13.	Whether Ex-Serviceman?	YES / NO (If yes enclose relevant certificate)
14.	Are you domiciled in Jammu & Kashmir during the period from 1-1-1980 to 31-12-1989?	YES / NO (If yes enclose relevant certificate)
15.	Are you a family member of those who died in 1984 Riots?	YES / NO (If yes enclose relevant certificate)
16.	Are you under any contractual obligation to serve the Central / State Government /any other Public Sector Undertaking? If so, please furnish full details.	

17. Details of relatives, if any employed in the DAE or its Constituent Units and relationship

Name of Relative	Relationship	Unit in which employed	Post held

18. Educational/Technical Qualifications beginning with SSC:

Examination Passed	Subjects	Board / University	Year of passing	Percentage Of marks	Class obtained

19. Experience particulars of previous and present employment are to be furnished

Post held	Period		Name of employer with full address	Nature of duties / work	Reasons for leaving
	From	To			

20. Are you in receipt of any Pension, gratuity or employer's share of contribution of Provident Fund from the Central/State Govt. or any Public Sector Undertaking? If so, please give particulars thereof.	
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21. Full Postal Address of a District level Government Hospital nearest to your Place of residence.	
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DECLARATION

1. I hereby declare that the above information is factually correct to the best of my knowledge and belief.
2. I am aware that my application is liable to be rejected if the information given is incomplete or found to be incorrect.
3. I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility conditions according to the requirements mentioned in the advertisement, my candidature / appointment is liable to be cancelled/terminated.
4. I undertake to abide by all the conditions specified in the advertisement.

Place:

Date :

Signature of the Candidate

Check list for candidates **(put a tick (√) in the applicable box**

1.	Application duly completed and signed.	
2.	Photograph affixed and one extra photo attached	
3.	Date of Birth certificate	
4.	Caste Certificate	
5.	Attested Xerox copies of educational/technical qualification certificates	
6.	Experience Certificate if any,	
7.	No objection certificate from employer(in case of in-service personnel)	
8	Residential proof certificate	
9	Discharge Certificate from Defence Services (if applicable)	
10	Disability Certificate issued by Medical Board	

Signature of the Candidate