

भारत सरकार  
GOVERNMENT OF INDIA  
परमाणु ऊर्जा विभाग  
DEPARTMENT OF ATOMIC ENERGY  
निर्माण, सेवा एवं संपदा प्रबंध निदेशालय  
DIRECTORATE OF CONSTRUCTION, SERVICES AND ESTATE MANAGEMENT  
Vikram Sarabhai Bhavan, 2<sup>nd</sup> floor, North Wing, Anushaktinagar, Mumbai – 400 094.

**ADVERTISEMENT NO. DCSEM/ 02/2010**

**LAST DATE FOR RECEIPT OF APPLICATIONS - 22/11/2010**

**SPECIAL RECRUITMENT DRIVE FOR FILLING UP OF THE POST OF TECHNICAL OFFICER 'C'  
IN OTHER BACKWARD CLASS CATEGORY IN VARIOUS DISCIPLINE**

Directorate of Construction, Services and Estate Management (DCSEM) a constituent unit of Department of Atomic Energy (DAE) is responsible for providing infrastructural support and executing construction works for various Units of DAE including its aided institutions. This Directorate is responsible for operation and maintenance of various services, estate management and security for the housing colonies of DAE at Mumbai. This Directorate also takes up project management consultancy for other Government departments.

Applications are invited from young, dynamic and dedicated candidates fulfilling the qualifications for the following posts in Directorate of Construction, Services & Estate Management, Department of Atomic Energy.

- Category I : Technical Officer/Engineer Grade 'C' (TO/C) : (Information Technology)**  
No. of Post : 01  
Essential Qualification : B.E./B. Tech. (Computer Science and Engineering/Information Technology) from a recognized University with a minimum of 60% marks. Knowledge of Oracle 8i/9i/1g and Developer 2000/6i is essential. Candidates having additional qualification covered by certificates like MCSO, OCP or equivalent will be preferred. Knowledge of java will be an added advantage.  
Note : Please note that in cases where Universities award letter grades, the same will have to be indicated in equivalent percentage of marks as per the norms adopted by the University. In the absence of the same the candidature will not be considered.

- Category II : Technical Officer/Engineer Grade 'C' (TO/C) : (Civil)**  
No. of Post : 01  
Essential Qualification : BE/B.Tech. in Civil Engineering from a recognized University (Minimum 60% marks)

- Category III : Technical Officer/Engineer Grade 'C' (TO/C) : (Electrical)**  
No. of Post : 01  
Essential Qualification : BE/B.Tech. in Electrical Engineering from a recognized University (Minimum 60% marks)

**Details of emoluments and age limit :-**

i)	Pay Band plus Grade Pay	Rs.15600-39100 plus Grade Pay Rs.5400
ii)	Present pay at the entry level (excluding DA/HRA/Transport allowance)	Rs.21000/- (approx.) (plus allowances as admissible under Central Government Rules. In addition, Special Incentives are also admissible).
iii)	Age limit as on 01/07/2010	Minimum 18 years and Maximum 33 years. (including relaxation applicable to OBC candidates)

**GENERAL INSTRUCTIONS :**

- i) Those candidates who have passed or appearing for final year ME/M.Tech will not be considered for appointment to the post of Technical Officer 'C' and hence need not apply.
- ii) **Relaxation of Age Limit :**
  - a) Upper age limit can be relaxed in individual cases taking into account the number of years of experience in respect of Category I to III.
  - b) Age relaxation for PH/Ex-servicemen will be provided as per rules in specific disciplines/ Government of India Orders.

- c) Relaxable in case of departmental candidates who are working in the same line or allied cadre and having substantial or extraordinary working experience as per rules.
- d) Relaxation in the upper age limit of 5 years shall be admissible to all persons who had ordinarily been domiciled in Kashmir Division of the State of Jammu & Kashmir during the period from 1<sup>st</sup> day of January 1980 to 31<sup>st</sup> day of December, 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.
- iii) **Certificate regarding proof of residence** – Any person intending to avail of this relaxation of age limit admissible under rule 3 shall submit a certificate from :
  - (a) the district magistrate in the Kashmir Division within those jurisdiction he/she had ordinarily resided; or
  - (b) any other authority designated in this behalf by the Government of Jammu & Kashmir to the effect that he/she had ordinarily been domiciled in the Kashmir Division of the State of Jammu & Kashmir during the period from the 1<sup>st</sup> day of January, 1980 to the 31<sup>st</sup> day of December, 1989.
- iv) The candidates on appointment will be covered under the New Restructured Defined Contributory Pension Scheme.
- v) All Outstation candidates called for interview for the post of Technical Officer 'C' will be paid to and fro II Class Railway fare as admissible under the Rules. However, Travelling Allowance is not admissible to those candidates who are already in Central/State Government services, Central/State Government Corporation, Public Undertakings, Local Government Institutions and Panchayats and the Concession availed from Railways, if any, for undertaking journey for attending interview.
- vi) Selected candidates are liable to be posted and transferred to any of the Sites of the Directorate or Constituent Units of the Department of Atomic Energy located at any part of India as may be required in public interest. Candidates selected for the above posts are required to perform duties in round the clock shifts also.
- vii) Completed applications should reach the Administrative Officer-III(M), Directorate of Construction, Services & Estate Management, Department of Atomic Energy, Vikram Sarabhai Bhavan, 2<sup>nd</sup> Floor, Anushaktinagar, Mumbai-400 094 **so as to reach on or before 22/11/2010.**
- viii) This advertisement is available on DCSEM's website at [www.dcsem.gov.in](http://www.dcsem.gov.in)

#### **HOW TO APPLY**

- i) Application should be submitted in the proforma given below preferably typewritten on thick foolscap paper (Size : 34 cms. X 22 cms.).
- ii) The Application and the outer cover should be superscribed as "Application for the post of \_\_\_\_\_ Category No. \_\_\_\_\_ against Advertisement No.DCSEM/02/2010.
- iii) Separate application should be submitted for each post, if a candidate wishes to apply for more than one post.
- iv) **Photograph** : A recent passport size photograph should be affixed on the right hand top corner of the application. One additional copy of the passport size photograph should also be sent along with the application.
- v) **Copies of Certificates** : Candidate should submit alongwith their application, attested copies of the following certificates :
  - a) Educational qualification and Technical qualification (supported by appropriate mark sheets indicating the subjects offered at the examinations)
  - b) Date of Birth.
  - c) Experience Certificate, if any.
  - d) Candidates should produce a certificate regarding his/her OBC status and Non-creamy layer status issued by the Competent Authority.
  - e) Discharge certificates from Defence Service (In case of Ex-serviceman).
  - f) In the case of candidates with physically disability, certificate from appropriate authority regarding Physical Disability.

**NOTE :**

- a) Persons working under the Central/State Government/Public Sector Undertakings/Autonomous Bodies should submit their applications through proper channel. They may, however, send an advance copy of the application alongwith enclosures directly.
- b) Incomplete applications and those, which are not in the prescribed form, or not accompanied by the attested copies of certificates, photographs are liable to be rejected.
- c) Mere fulfillment of requirements as laid down in the advertisement does not qualify an applicant for the interview. In the event of receipt of large number of applications, the candidates to be called for interview will be restricted based on higher percentage of marks in B.E./B. Tech.
- d) The candidature of serving employees of Central/State Government/PSU/Autonomous bodies will be considered only on receipt of their application through proper channel or No Objection Certificate from the employers.
- e) The vacancies shown above are provisional and subject to variation. The filling up of vacancies indicated in the advertisement is also subject to the approval of Competent Authority and may not be filled up if decided otherwise in terms of the orders issued from Government from time to time.
- f) Only such of those candidates, who in the opinion of DCSEM, suit the organizational requirement based on the above, will be called for interview. No correspondence will be entertained with candidates not selected for an interview or appointment.

**CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.**

**PROFORMA FOR APPLICATION**  
**LAST DATE FOR RECEIPT OF APPLICATIONS - 22/11/2010.**

FOR OFFICE USE ONLY :

Application No. :

Date of Receipt :

**SPACE  
FOR FIXING  
PASSPORT  
SIZE PHOTO**

APPLICATION FOR THE POST OF \_\_\_\_\_ IN DCSEM

1. Advertisement No. : **DCSEM/02/2010**
2. Category : \_\_\_\_\_
3. Name in full beginning with Surname (in BLOCK LETTERS) : \_\_\_\_\_
4. Father`s name : \_\_\_\_\_
5. Nationality : \_\_\_\_\_
6. Date of birth (in Christian era) : \_\_\_\_\_  
 (Date) (Month) (Year)
7. Sex : Male  Female
8. Height : \_\_\_\_\_ Weight : \_\_\_\_\_  
 Mark of Identification : \_\_\_\_\_
9. Marital status : \_\_\_\_\_
10. Religion : \_\_\_\_\_
11. Whether the applicant belongs to Scheduled Caste/Scheduled Tribe/Other Backward Class : SC  ST  OBC  GEN
12. Do you have any physical disability : Yes/No
13. If yes, Tick the appropriate one : OH  VH  HH   
 (OH – Orthopaedically Handicapped, VH – Visually Handicapped, HH – Hearing Handicapped)  
 (Please enclose relevant certificates).
14. Are you an Ex-serviceman? : Yes/No  
 In case yes, please enclose the relevant certificate).
15. Address (in BLOCK Letters) (with pin code) : \_\_\_\_\_  
 i) For correspondence : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 ii) Permanent Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 iii) Contact Phone No(s). : \_\_\_\_\_

16. (a) Educational qualifications :

Examination	University/ Board/ Institution	Year	Subject	Class/Grade (for passed only)	% of marks *	Duration of the course
S.S.C						
H.S.C.						
BE/B.Tech						

\* Equivalent percentage of mark to be indicated, if grade is mentioned in the certificates.

16.(b) Indicate the course of study, if any, you are continuing presently

Course of study	Institution	Full time/ part time	Duration of course	Number of Semester/ Subjects completed	Marks obtained

16.(c) Professional/Technical Qualifications

:

16.(d) Knowledge of Computers

:

Yes

No

If yes, exams passed

17. Experience (particulars of all previous and present employment are to be furnished)

Name & address of employer	Post	Whether Central or State Government or Private Organisation	Period		Permanent or Temporary	Reason for leaving
			From	To		

18. Are you under any contractual obligations to serve the Central/State Government/any other Public Sector Undertaking/Autonomous Bodies? If so, please furnish full details.

19. Whether the applicant has ever served in Government (including Defence/ State Government/ Public sector undertaking/ Autonomous bodies and in receipt of any pension/gratuity or Employer's share to the Provident Fund? If so, please furnish full details.

20. Details of relatives employed in the Department of Atomic Energy or its constituent Units :-

Sl. No.	Name	Relationship	Unit	Post

21. Any other information.

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22. List of documents (as per checklist attached to the application).

**DECLARATION**

I declare that I fulfill the eligibility conditions as per the advertisement and that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. 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.

Place : \_\_\_\_\_

(Signature of the candidate)

Date : \_\_\_\_\_

**CHECK LIST** for the candidates  
(To be attached to the application)

Put **X** in the box applicable

- |                                                                                                             |                          |
|-------------------------------------------------------------------------------------------------------------|--------------------------|
| 1. Photograph affixed on the application and an additional copy of the photograph attached with application | <input type="checkbox"/> |
| 2. Application completed and signed                                                                         | <input type="checkbox"/> |
| 3. An attested copy of each of the following certificates is attached                                       |                          |
| (a) Date of Birth.                                                                                          | <input type="checkbox"/> |
| (b) Non-creamy layer OBC certificate.                                                                       | <input type="checkbox"/> |
| (c) Disability Certificate (if applicable).                                                                 | <input type="checkbox"/> |
| (d) Disabled Defence Service Personnel.                                                                     | <input type="checkbox"/> |
| (e) Dependent of Defence Service Personnel killed in action.                                                | <input type="checkbox"/> |
| (f) Ex-Serviceman Certificate attached.                                                                     | <input type="checkbox"/> |
| (g) Educational & Technical qualification.                                                                  | <input type="checkbox"/> |
| (h) Experience.                                                                                             | <input type="checkbox"/> |
| (i) Checklist attached.                                                                                     | <input type="checkbox"/> |

Place : \_\_\_\_\_

Date : \_\_\_\_\_

(Signature of the candidate)