

**GOVERNMENT OF INDIA, MINISTRY OF DEFENCE**  
**5 FIELD ORDNANCE DEPOT, C/O 99 APO**

1. Applications are invited from Indian Nationals for the following posts. Application duly completed should reach the Commandant, 5 FOD, C/O 99 APO within three weeks (21 days) from the date of publication of this notice. The scales of pay and specifications of the posts are given below against each.

S/No.	Name of the Post	Total No. of Post	Category				Pay Scale Rs.	Remarks
			Gen	SC	ST	OBC		
(a)	Pharmacist	01	01	-	-	-	PB-1 : 5200-20200 with Grade Pay 2,800	Male candidate only.
(b)	Lower Division Clerk	08	04	02	-	02	PB-1 : 5200-20200 with Grade Pay 1,900	Out of total 08 vacancies, 01 (One) vacancy is reserved for Ex-Serviceman
(c)	Civilian Motor Driver	01	01	--	--	--	PB-1 : 5200-20200 with Grade Pay 1,900	Male candidate only.
(d)	Fireman	12	06	03	01	02	PB-1 : 5200-20200 with Grade Pay 1,900	(i) Out of total 12 vacancies, 01 vacancy is reserved for Ex-Serviceman and 01 for Physically Handicapped person (Hearing Handicapped) (ii) Male candidate only.
(e)	Safaiwala	02	01	01	--	--	PB-1 : 5200-20200 with Grade Pay 1,800	Male candidate only.
(f)	Mazdoor	32	16	07	02	07	PB-1 : 5200-20200 with Grade Pay 1,800	(i) Out of total 32 vacancies, 03 vacancies are reserved for Ex-Serviceman, 01 vacancy for Physically Handicapped person (Hearing Handicapped) and 02 for meritorious sportsman. (ii) Male candidate only.

2. **Eligibility Criteria** : As per recruitment rules, qualification for various posts is as under :-

S/No.	Name of the Post	Minimum Qualification	Endurance Test
(a)	Pharmacist	(i) 10+2 or equivalent. (ii) 02 (Two) years Diploma in Pharmacy, and (iii) Registration with State Pharmacy Council.	As decided by the recruitment board
(b)	Lower Division Clerk	(i) 10+2 or equivalent examination of recognized University/Board. (ii) Speed of not less than 35 words per minute in type writing in English or 30 words per minute in typing in Hindi on computer.	Not applicable
(c)	Civil Motor Driver	(i) Matriculation or equivalent. (ii) Must possess a civil driving license for heavy vehicles and should have at least two years experience of driving such vehicles.	As decided by the recruitment board
(d)	Fireman	(i) Matriculation. (ii) Must be physically fit and capable of performing strenuous duties and must have passed the tests specified below :- (aa) Height without shoes -165 cms (A concession of 2.5 cms height shall be allowed for member of the Schedule Tribes.) (ab) Chest (un-expanded) - 81.5 cms, (ac) Chest (on-expansion) - 85 cms (ad) Weight - 50 Kgs (minimum)	(i) Carrying a man (Fireman lift of 63.5 Kgs) to a distance of 183 meters within 96 seconds. (ii) Clearing 2.7 meters wide ditch landing on both feet (Long jump). (iii) Climbing 3 meters vertical rope using hands and feet.
(e)	Safaiwala	Matriculation or equivalent.	As decided by the recruitment board
(f)	Mazdoor	Matriculation or equivalent.	As decided by the recruitment board

**Age Limit.** Determination of age will be calculated as on 21 days from the date of publication.

(a) For all posts as mentioned above except Civilian Motor Driver :-

- (i) General Candidate : 18 years to 25 Years
- (ii) Reserved Candidate (SC & ST): 18 years to 30 years.
- (iii) Reserved Candidate (OBC) : 18 years to 28 years.

(b) For **Civilian Motor Driver** :-

- (i) General Candidate : 18 years to 27 Years.

(c) For **Physically Handicapped Person** :-

- (i) General Candidate : 18 years to 35 Years
- (ii) Reserved Candidate (SC & ST): 18 years to 40 years.
- (iii) Reserved Candidate (OBC) : 18 years to 38 years.

(d) For **Ex-Serviceman** :-

Present age minus period of service rendered in Armed Forces plus three years (not to exceed 25 years).

(e) For **Meritorious Sportsman** :-

- (i) General Candidate : 18 years to 30 Years
- (ii) Reserved Candidate (SC & ST): 18 years to 40 years.
- (iii) Reserved Candidate (OBC) : 18 years to 33 years.

4. Physically Handicapped person should be in possession of Medical certificate issued by CMO/Civil Surgeon of a Govt. Hospital certifying the disability. Rest of the qualification requirement for Ex-Serviceman and physically handicapped is same as applicable to other categories.

5. For Physically Handicapped (Hearing Handicapped) Hearing Impairment means loss of 40% or more disability / 60 (Sixty) decibels or more in the better ear in the conversational range of frequencies. The disability certificate shall be from a competent Medical Board constituted by the Central or State Govt. consisting of at least three members, out of which one shall be specialist in the particular field i.e., hearing disability. The disability certificate should be as per proforma given at Annexure.

6. The SC/ST/OBC & Physically Handicapped candidates who apply against unreserved post will not be given age and other concessions meant for SC/ST/OBC & PH. SC/ST/OBC & PH selected on merit vis-à-vis the general candidates will not be counted towards SC/ST/OBC & PH quota.

7. To reduce the number of candidates for one category of post for written test, screening of application on the basis of percentage of marks obtained in the examination for essential qualification will be carried out. A bench-mark percentage will be fixed depending on the number of applicants. No weightage will be given for additional/higher qualification (other than those prescribed in the Recruitment Rules). All candidates meeting the bench-mark will be allowed to appear in a written test. Commandant, 5 FOD reserves the right to restrict the number of applications for any of the post by fixing a cut off percentage of marks obtained in the minimum essential qualification prescribed for the post.



**Meritorious Sports person.** Meritorious sports persons should be in possession of certificate of the competition awarded by relevant authorities :-

- (a) Sports person who have represented a State or the Country in a National or International Competition in any of the games/sports.
- (b) Sports persons who have represented their University in the Inter-University Tournaments conducted by the Inter-University sports Board in any of the sports/games.
- (c) Sports persons who have represented the State Schools Teams in the National Sports/Games for Schools conducted by the All India School Games Federation in any of the Games/Sports.
- (d) Sports persons who have been awarded National Awards in Physical Efficiency under the National Physical Efficiency Drive.

9. There will be ratio of marks of 40:40:20 for Written Test, (comprising of four papers of (i) General Intelligence, (ii) English Language, (iii) Numerical Aptitude, (iv) General Awareness), Physical/Practical Test & Interview respectively for the posts of CMD/Pharmacist/Fire Man/Safaiwala/Mazdoor. For the post of LDC, ratio of marks will be 80:20 for Written Test & Interview respectively. The question paper-cum-answer sheet will be bilingual (both in Hindi & English).

10. **Application.** Application format as per Part-I, II & Part-III (for OBC candidate only) should be sent by "Registered Post" or "Speed Post" showing post applied for and category on top of the postal cover duly enclosing a self-addressed envelope of size 25 cm X 10 cm affixed with postal stamp of Rs. 25/- (Rupees Twenty five only) for sending of Acknowledgement Card/Call letter to the applicant by Registered Post, so as to reach Commandant, 5 FOD, PIN – 909905, C/O 99 APO within 21 days from the date of publication of this Advertisement. No application through courier or by hand will be accepted. The application format should be typed on a foolscap A-4 size paper.

11. **Documents.** The following documents are required to be submitted alongwith application duly attested by a Gazetted Officer :-

- (a) Photocopy of Birth Certificate.
- (b) Caste Certificate (SC/ST and OBC certificate means Other Backward Class Certificate and not Backward Class certificate).
- (c) Education Certificate.
- (d) Photocopy of Ration Card/Domicile Certificate.
- (e) Two Passport size photograph.
- (f) Discharge Certificate (ESM).
- (g) Character Certificate from Gazetted Officer (Date of issue be within six months).

**Note :** Besides above, Certificate as per specimen attached, by OBC candidates is also to be attached alongwith application.

12. The candidate should apply only on prescribed format (Part-I & II) given with this notification. Application (Part-I), acknowledgement slip/call letter (Part-II) and Declaration certificate (Part-III for OBC candidate only) should be in separate A-4 size paper only. The name of Newspaper with date will be mentioned in reference of the Application form.

13. **Last Date of Application.** Last date of application is within 21 days from the date of publication of this advertisement. No application will be entertained after closing date i.e. 21 days from the date of publication of this advertisement notice.

14. **TA/DA.** No TA/DA will be admissible for attending the tests/interview. Candidates will have to make their own arrangements of move and boarding/lodging.
15. **Date & Time of Test/Interview.** Date and Time of test and interview will be intimated by post acknowledgement slip/call letter.
16. Candidate not in receipt of call letter should presume that their application were incomplete/not meeting the QR (Qualitative Requirement) or not found eligible. No correspondence on the subject would be entertained. 5 FOD will not be held responsible for any postal delay.
17. **Location of Test/Interview.** Test/Interview will be held at 5 FOD on dates mentioned in acknowledgement card/call letter (Nearest Railway Station – New Jalpaiguri (NJP) and Bus Stop – Bengdubi, Bagdogra, Siliguri, Dist – Darjeeling, State – West Bengal).
18. **Own Risk.** Candidates will appear for physical test/endurance test at their own risk. Any injury/accident if sustained by the candidates during tests, authorities will not be responsible to pay any compensation.
19. The selected candidates will be on probation for two years. The appointment of the selected candidate will be made on the satisfactory report from concerned Civil Authority on verification of Character & antecedent/Education certificates with date of Birth/Caste Certificate/Driving license & Medical fitness examination.
20. The recruitment process can be cancelled/suspended/terminated by the Commandant, 5 FOD, at any stage and his decision in this regard is final and no appeal will be entertained.
21. **All India Service Liability including Field.** Candidates have an All India Service Liability including Field and can be transferred anywhere in India.
22. **Original Documents.** Candidates are required to bring original documents/certificates at the time of test/interview failing which they shall not be permitted to appear in the test/interview.
23. **Ineligibility Criteria.** The following will render the application ineligible :-
- (a) False documents/information of incomplete information in the application form.
  - (b) Any other person appearing in test in place of applicant.
  - (c) Application form incompletely filled.
  - (d) Two or more applications filled for the same post by applicant.
  - (e) Any other influence from outside or use of undue means for acceptance of the application.
  - (g) Candidate must ensure that no column is left blank or wrongly filled. Application not filled correctly is liable to be rejected.
  - (h) Incomplete application without affixing passport size photograph duly attested and two passport size photograph extra or without enclosing attested copies of educational certificates of showing date of birth, caste certificate of SC/ST/OBC and declaration for OBC candidates (Part-III of the application form), Photocopies of Ration Card/Domicile certificate, discharge certificate for Ex-Serviceman, disability certificate of PH candidates or if the applicant is found overage will be rejected and candidate will not be called for interview/test.
24. No of posts may undergo change due to change in PE/WE or non extension of the validity period of NAC.



**DISABILITY CERTIFICATE**

Recent photograph of the candidate showing the disability duly attested by the Chairperson of the Medical Board

Name & Address of the Institute/Hospital  
Certificate No. \_\_\_\_\_

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

1. This is certified that Shri/Smt /Kumari \_\_\_\_\_ age \_\_\_\_\_  
son/daughter of Shri \_\_\_\_\_  
sex \_\_\_\_\_ identification marks(s) \_\_\_\_\_  
is suffering from permanent disability of following category;

**Hearing Impairment**

- (a) D-Deaf
- (b) PD-Partially Deaf

2. This condition is progressive/non-progressive/likely to improve/not like to improve. Re-assessment of this case is no recommended after a period of \_\_\_\_\_ year \_\_\_\_\_ months.

3. Percentage of disability in his/her case is \_\_\_\_\_ percent.

4. Shri/Smt/Kumari \_\_\_\_\_ meets the following physical requirements for discharge of his/her duties :-

- |  |        |
|--|--------|
| (a) F-can perform work by manipulating with fingers. | Yes/No |
| (b) PP-can perform work by pulling and pushing.      | Yes/No |
| (c) L-can perform work by lifting.                   | Yes/No |
| (d) KC-can perform work by kneeling and crouching.   | Yes/No |
| (e) B-can perform work by bending                    | Yes/No |
| (f) S-can perform work by sitting.                   | Yes/No |
| (g) ST-can perform work by standing.                 | Yes/No |
| (h) W-can perform work by walking.                   | Yes/No |
| (j) SE-can perform work by seeing.                   | Yes/No |
| (k) H-can perform work by hearing/speaking.          | Yes/No |
| (l) RW-can perform work by reading and writing.      | Yes/No |

(Dr. \_\_\_\_\_)  
Member  
Medical Board

(Dr. \_\_\_\_\_)  
Member  
Medical Board

(Dr. \_\_\_\_\_)  
Member  
Medical Board

Countersigned by the  
Medical Superintendent/CMO/  
Head of Hospital (with Seal)

**Part-I**  
**Application for Recruitment : 5 Field Ordnance Depot, c/o 99 APO**

To  
The Commandant  
5 Field Ordnance Depot  
PIN – 909 905  
c/o 99 APO

Affix recent  
Passport size  
photograph  
duly attested  
by Gazetted  
Officer

Reference \_\_\_\_\_

1. Name of Post :
2. Name of the Candidate :  
(In Block letters)
3. Father's/Husband's Name
4. Date of Birth  
(In Christian era)
5. Age (as on last date of receipt of application) : \_\_\_\_\_ Yrs \_\_\_\_\_ Months \_\_\_\_\_ Days
6. Correspondence Address : House No. \_\_\_\_\_ Mohalla/Street \_\_\_\_\_  
Vill. \_\_\_\_\_, P.O. \_\_\_\_\_, Tehsil \_\_\_\_\_ Dist. \_\_\_\_\_  
State \_\_\_\_\_ Pin Code \_\_\_\_\_
7. Permanent Address : House No. \_\_\_\_\_ Mohalla/Street \_\_\_\_\_  
Vill. \_\_\_\_\_, P.O. \_\_\_\_\_, Tehsil \_\_\_\_\_ Dist. \_\_\_\_\_  
State \_\_\_\_\_ Pin Code \_\_\_\_\_
8. Caste : Gen/SC/ST/OBC \_\_\_\_\_ (attached certificate in case of reserved candidate)
9. Education Qualification :  
(Attach photocopy of Education certificate duly attested by Gazetted Officer)
10. Technical Qualification :  
(Attach photocopy of Technical Qualification duly attested by Gazetted Officer)
11. Experience : (Attach Experience certificate)
12. Religion :
13. Category for which applied (Gen/SC/ST/OBC/PH/Ex-Serviceman//Meritorious Sports man)
14. Whether registered with any Employment Exchange (Yes/No) \_\_\_\_\_ if yes, mention Registration No. and Name of Employment Exchange)
15. Personnel already in Govt. employment should bring NO OBJECTION CERTIFICATE from employer.

16. **Declaration :**

- (a) I hereby certify that there are no criminal cases pending against me.
- (b) I hereby certify that all the particulars mentioned above are correct and true to the best of my knowledge.
- (c) If particulars mentioned above by me are found to be false at any stage, I shall be held responsible and my selection be treated as invalid.
- (d) I do agree to work any where in India under any condition. I do also hereby accept all the terms and conditions of recruitment.

Place :

(Signature in Full)

Date :

**For Office Record Only**

- Received on \_\_\_\_\_  
2. Accepted/Rejected \_\_\_\_\_  
3. Reason for rejection : Under Age/Over Age/Documents incomplete/Any other reasons to be specified \_\_\_\_\_  
4. Index No. \_\_\_\_\_ Date for test/Interview \_\_\_\_\_

**Part-II**  
**Acknowledgement Slip/Call Letter**  
**(To be Filled by the candidate)**

- Post \_\_\_\_\_  
1. Name \_\_\_\_\_  
2. Father's Name \_\_\_\_\_  
3. Correspondence address : House No. \_\_\_\_\_ Mohalla/Street \_\_\_\_\_  
Vill. \_\_\_\_\_, P.O. \_\_\_\_\_, Tehsil \_\_\_\_\_  
Dist. \_\_\_\_\_ State \_\_\_\_\_ Pin Code \_\_\_\_\_  
4. This call letter is for the post of \_\_\_\_\_  
5. Which category it belongs to \_\_\_\_\_

**OATH/Declaration**

I do hereby certify that participation in test/interview is in my own interest/risk. I shall neither hold anyone responsible nor claim compensation for physical or mental injury/death accrued in course of the test/interview.

Signature of Candidate

**Note : You should bring original copy of all certificates and pen, pencil & writing material for test/interview.**

**(For Office Use Only)**

6. Registration No./Index No. \_\_\_\_\_  
7. Date of test \_\_\_\_\_  
8. Time of test \_\_\_\_\_  
9. Place of test/Interview : 5 Field Ordnance Depot, c/o 99 APO

(Signature of controlling Officer) with Office Stamp

**Part-III**  
**(Only For OBC Category Candidates)**  
**Declaration**

I, \_\_\_\_\_ Son/Daughter of Shri \_\_\_\_\_ resident of  
Village/Town/City \_\_\_\_\_ District \_\_\_\_\_ State \_\_\_\_\_  
\_\_\_\_\_ hereby declare that I belong to the \_\_\_\_\_ (indicate  
your sub-caste) community which is recognized as a backward class by the Govt. of India for the  
purpose of reservation in services as per order contained in Department of Personnel and Training  
Office Memorandum No. 36012/22/93-Estt (SCT) dated 08 Sep 1993. It is also declared that I do not  
belong to persons/sections (Creamy Layer) mentioned in the column 3 of the Schedule to the above  
referred Office Memorandum dated 08 Sep 1993 and OM No 36033/3/2004-Estt (Res) dated 09 Mar  
2004.

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

Signature of candidate  
Name of the candidate

day 10202/11/0230/1213