

Central Employment Exchange

Advt No. 06/2022

Applications are invited for the following post(s) by various employers indicated in the advertisement within 30 days of date of advertisement in Employment News & Rozgar Samachar in the prescribed format (Annexure-II) given at the end of the advertisement. Applications received after due date will not be considered.

Sr. No-01

S.No.	Particulars	Details																								
1.	Name, Address & Tel. no. of the Employer	As per Annex-I Attached																								
2.	Name, Designation & Tel. no. of the indenting officer	As per Annex-I Attached																								
3.	Nature of the vacancy:-																									
	(a) Designation of the post to be filled	Vocational Instructor, (Trade of Vocational Instructor is as per Annex-I Attached)																								
	(b) Description of duties	<ul style="list-style-type: none"> Evaluation and training of PWD and maintain records such as attendance and progress register. Assign work to the PWD as per the evaluation plan chalked out by the Psychologist/ Workshop Foreman. Proper maintenance and up keep of machinery, tools & equipment and raw materials etc. of his trade, maintaining various registers like Tools & Equipment Register, Raw Material Registers, Finished goods Registers etc. and submitting the same to the Workshop Foreman/ Workshop Engineer/ Head of the Centre for proper and periodical check up. Initiate formalities for the grant of stipend/scholarship such as filling of forms, enclosures etc. Developing adequate evaluation models and assessing the functional suitability of the clients on the basis of simulated work condition. Develop simulated work samples for evaluation of residual abilities and skills for developing a suitable vocational training plan. Evaluation of the clients as per the requirement of the various jobs in the employment market. Advising the Head of the Centre through Workshop Foreman/Workshop Engineer about modifications in the machines & equipment keeping in view the degree and type of disability. Providing training/community based vocational training to the PWD inside the Centre and monitoring the cases of those undergoing training outside the Centre. Administering monthly and quarterly tests for review of training and reporting about their progress in the achievement of skills. Visit factories/workshops and other employers along with Rehabilitation Officer/Psychologist or separately for job identification and assimilating the new technology. Take adequate steps for placing the trainees of his trade in wage-paid employment or self-employment. Maintain the records related to the persons trained in his section including placement details. Develop low cost modules of training in new avenues related to his area of skills. Inspect the tools & equipment to ensure that they are as per the requirements of the section before the purchase is affected. Prepare and submit periodical reports on the progress of evaluation or training as the case may be. 																								
	(c) Qualification required	<p>1. For the trades of Metal Cutting, Carpentry, Radio and TV, Cutting and Tailoring, Hosiery etc.:</p> <p>(1) Matriculation or its equivalent.</p> <p>(2) National Trade Certificate in the appropriate trade or National Apprenticeship Certificate in the appropriate trade or any other recognized equivalent qualification in the appropriate trade with at least 3 years practical experience (Preference will be given to candidates trained in Central Training Institute for Instructors in the appropriate trade.)</p> <p>2. For Commerce trade:-</p> <p>(i) Essential:- Graduate of a recognized university.</p> <p>(ii) Diploma or Certificate in Commercial or Secretariat practice from a recognized institute.</p> <p>Desirable:</p> <p>Speed of 40 words per minute in typing and 80 words per minute in shorthand.</p> <p>Note: In respect of all the above said trades the qualifications regarding experience are relaxable at the discretion of the authority competent to make the appointment in the case of candidates belonged to the Scheduled Castes and Scheduled Tribes, if at any stage of selection such authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p>																								
	1. Essential																									
	2. Desirable																									
	(d) Age limit, if any	30 years. (The age limit relaxable upto 35 years in case of Govt. servants)																								
	(e) Whether women are eligible	Yes																								
4.	Number of posts to be filled duration wise:- (a) Permanent (b) Temporary i. Less than 3 months ii. Between 3 months & one year iii. Likely to continue beyond One year	<table border="1"> <thead> <tr> <th>Duration</th> <th>Number of Posts</th> </tr> </thead> <tbody> <tr> <td>Permanent</td> <td>48 (Forty Eight)</td> </tr> </tbody> </table>	Duration	Number of Posts	Permanent	48 (Forty Eight)																				
Duration	Number of Posts																									
Permanent	48 (Forty Eight)																									
5.	Whether there is any obligation or arrangement for giving preference to any category of persons such as SC, ST, Ex. Servicemen, PH & OBC persons in the filling up the vacancy and, if so, the number of vacancies to be filled by such category persons:	<p>Yes.</p> <table border="1"> <thead> <tr> <th>Category</th> <th>Non-Priority</th> <th>Priority</th> </tr> </thead> <tbody> <tr> <td>SC</td> <td>5</td> <td></td> </tr> <tr> <td>ST</td> <td>4</td> <td></td> </tr> <tr> <td>PwBD #</td> <td>3 (horizontal reservation)</td> <td></td> </tr> <tr> <td>OBC</td> <td>12</td> <td></td> </tr> <tr> <td>EWS</td> <td>5</td> <td></td> </tr> <tr> <td>UR</td> <td>22</td> <td></td> </tr> <tr> <td>TOTAL</td> <td>48 (including 3 PwD)</td> <td></td> </tr> </tbody> </table> <p>Note #: Out of 48 posts, 3 posts are reserved for PwBD- one post for each category as given below:- a) B, LV b) HH d) SLD, MI & e) MD involving (a), (b) & (d) above.</p>	Category	Non-Priority	Priority	SC	5		ST	4		PwBD #	3 (horizontal reservation)		OBC	12		EWS	5		UR	22		TOTAL	48 (including 3 PwD)	
Category	Non-Priority	Priority																								
SC	5																									
ST	4																									
PwBD #	3 (horizontal reservation)																									
OBC	12																									
EWS	5																									
UR	22																									
TOTAL	48 (including 3 PwD)																									
6.	Pay & Allowances	Level-6 (Rs.35,400-1,12,400) in the 7th CPC & Allowances as per Extant Rules.																								
7.	Place of Work (Name of Town/ Village and District in which it is situated)	As per Annex-I Attached																								
8.	Probable date by which the vacancy will be filled	Immediately																								
9.	Particulars regarding Interview /Test:-																									
	a) Date of Interview/test	Date & Time will be intimated directly to the candidates																								
	b) Address, time of Interview/test	Address & Time will be intimated directly to the candidates																								
	c) Place of Interview/test	Place of interview will be intimated directly to the candidates																								
	Name, Designation, Address & Tel No. of the Officer to whom application should report	As per Annex-I Attached																								
10.	Any other relevant information	-																								

Continued on page 31

Continued from page 30

Annex-I

S.No	National Career Service Centre for Differently Abled	Name of Post with Trade	No.	Category	Applications to be addressed to
1.	NCSC for DA, Agartala Phone No.- 0381-2325632 Email- vrcagartala@nic.in	Vocational Instructor (General Mechanic)	1	UR	Dr. Pradeep Mohapatra, Head of Office, National Career Service Centre for Differently Abled, Agartala, Abhoynagar, Agartala, Tripura West-799005
		Total	1		
2.	NCSC for DA, Ahmedabad Phone No.-079-22811629 Email - vrcahmd@nic.in	Vocational Instructor (General Mechanic)	1	UR	Sh. Yogesh Chandra Parkhey, Head of Office National Career Service Centre for Differently Abled, I. T. I. Campus, Near Galaxy Cinema Under Bridge, Kubernagar, Ahmedabad-382340
		Vocational Instructor (Automobile Repairing)	1	OBC	
		Total	2		
3.	NCSC for DA, Bangalore Phone No.: - 080-28392907 Email- dydirvrch.blr-dget@gov.in	Vocational Instructor (Consumer Electronics)	1	UR	Sh. Umashankara, K.N, Head of Office National Career Service Centre for Differently Abled, No. A-417, 1st Cross, B Main Road, Behind Peenya Police Station, Peenya 1st Stage, Bengaluru, Karnataka- 560 058.
		Vocational Instructor (General Mechanic)*	1	UR	
		Vocational Instructor (Dress Making)	1	UR	
		Vocational Instructor (Printing, DTP and Book binding)	1	UR	
		Vocational Instructor (Commercial & Secretarial Practices)	1	OBC	
		Vocational Instructor (Refrigeration and Air Conditioning)	1	SC	
		Total	6	[* post is reserved for PwBD category (b) HH]	
4.	NCSC for DA, Bhubaneswar Phone No.: - 0674-2352317 Email- vrchbbsr@gmail.com, vrchbbsr.od@gov.in	Vocational Instructor (Computer Applications)	1	UR	Smt. Sonalika Suman, Head of Office National Career Service Centre for Differently Abled, Plot No. 1, 2, 5 and 6, Gandamunda, P.O Khandagiri, Bhubaneswar, Odisha -751030
		Vocational Instructor (Wood Works)	1	OBC	
		Vocational Instructor (Consumer Electronics)	1	EWS	
		Total	3		
5.	NCSC for DA, Chennai Phone No.: - 044-22501534 Email- vrcchennai.tn@nic.in	Vocational Instructor (Photography, Audio and Visual Animation)	1	UR	Ms. Sangeetha P., Head of Office National Career Service Centre for Differently Abled, NSTI Campus, Guindy, Chennai - 600 032
		Vocational Instructor (Computer Applications)**	1	UR	
		Vocational Instructor (Dress Making)	1	OBC	
		Vocational Instructor (Printing, DTP and Book binding)	1	SC	
		Vocational Instructor (Electrical and Domestic Appliances Repairing)	1	EWS	
		Total	5	[** post is reserved for PwBD category (a) B, LV]	
6.	NCSC for DA, Guwahati Phone No.: - 0361296453 Email- vrcguwahati@gmail.com	Vocational Instructor (Commercial and Secretarial Practices)	1	UR	Dr. Venkatesh Kurakula, Head of Office National Career Service Centre for Differently Abled, Kamrup, Guwahati, Assam- 781016
		Vocational Instructor (General Mechanic)	1	OBC	
		Vocational Instructor (Consumer Electronics)	1	EWS	
		Total	3		
7.	NCSC for DA, Hyderabad Phone No.: - 040-27427381 Email ID- vrchyd.ap@nic.in, ncsdahyd68@gmail.com	Vocational Instructor (Wood Works) ***	1	UR	Sh. Ashish Kumar Datta, Head of Office National Career Service Centre for Differently Abled, NSTI Campus, Vidyanagar, Hyderabad, Telangana -500007.
		Vocational Instructor (Automobile Repairing)	1	OBC	
		Vocational Instructor (Dress Making)	1	OBC	
		Total	3	[*** post is reserved for PwBD category (d) SLD, MI & (e) MD involving (a), (b) & (d)]	
8.	NCSC for DA, Jabalpur Phone No.: - 0761-2405581 Email ID- vrcjabalpur@rediffmail.com	Vocational Instructor (Computer Applications)	1	SC	Sh Vilas Pawar, Head of Office National Career Service Centre for Differently Abled, Napier Town, Dana Godam, Jabalpur, Madhya Pradesh-482001
		Total	1		
9.	NCSC for DA, Jaipur Phone No.: - 0141-2652232 Email ID- vrc-jaip-rj@nic.in	Vocational Instructor (Cutting and Tailoring)	1	UR	Sh Gautam Kumar Mukherjee, Head of Office National Career Service Centre for Differently Abled, 4-Sector-23, Surya Path, Jawahar Nagar, Jaipur-302004
		Vocational Instructor (Computer Applications)	1	UR	
		Total	2		
10.	NCSC for DA, Kolkata Phone No.: - 03323576489 Email- vrchkol.wb@gmail.com	Vocational Instructor (Computer Applications)	1	UR	Dr. Pradeep Mohapatra, Head of Office National Career Service Centre for Differently Abled, Block - EN/81, Sector - 5, Salt Lake City, Kolkata - 700091
		Vocational Instructor (Dress Making)	1	SC	
		Total	2		
11.	NCSC for DA, Mumbai Phone No:- 022-24052707 Email- vrc.mumbai@yahoo.com, vrcmumbai@nic.in	Vocational Instructor (DPT, Art and Animation)	1	UR	Dr. Suresh Kumar Kushwaha, Head of Office National Career Service Centre for Differently Abled, NSTI Campus, V N Purav Marg, Chunabhatti-Sion, Mumbai - 400022
		Vocational Instructor (Automobile Repairing)	1	OBC	
		Total	2		
12.	NCSC for DA, Puducherry Phone No:- 022-24052707 Email- vrc.mumbai@yahoo.com, vrcmumbai@nic.in	Vocational Instructor (Computer Applications)	1	OBC	G. Rajasekar, Head of Office National Career Service Centre for Differently Abled, 116, Lazer Kovil Street, Duprayapet, Puducherry - 605 001.
		Vocational Instructor (Consumer Electronics)	1	SC	
		Total	2		
13.	NCSC for DA, Ranchi Phone No.: 0651 - 2952025 Email- ranchivrc@gmail.com, dd-vrcranchi@gov.in	Vocational Instructor (Computer Application and Office Management)	1	UR	Sh. Rakesh Ranjan, Head of Office National Career Service Centre for Differently Abled, I.T.I Campus, Hehal, Ranchi, Jharkhand - 834005
		Vocational Instructor (Automobile Repair)	1	OBC	
		Vocational Instructor (Hair and Skin Care)	1	OBC	
		Vocational Instructor (Dress making)	1	ST	
		Vocational Instructor (Offset Printing and Book Binding)	1	ST	
		Vocational Instructor (Computer Hardware Maintenance)	1	EWS	
		Vocational Instructor (Consumer Electronics)	1	EWS	
		Total	7		

Continued on page 32

Continued from page 31

S.No	National Career Service Centre for Differently Aabled	Name of Post with Trade	No.	Category	Applications to be addressed to
14.	NCSC for DA, Srinagar Phone No.:- 01942952632 Email- vrcsrinagar@gmail.com, vrc.srn-dget@gov.in	Vocational Instructor (General Mechanic)	1	UR	Smt. Saika Khan, Head of Office National Career Service Centre for Differently Aabled, Kashmir Government Polytechnic Campus, Gogjibagh, Jawaher Nagar, Srinagar, Jammu & Kashmir (UT) 190008
		Vocational Instructor (Dress making)	1	UR	
		Total	2		
15.	NCSC for DA, Vadodara Phone No.-0265-2782857 Email- vrchw@rediffmail.com	Vocational Instructor (Commercial and Secretarial Practice)	1	UR	Sh. Yogesh Chandra Parkhey, Head of Office National Career Service Centre for Differently Aabled, Vadodara, Samaj Suraksha Sankul, Nizampura Road, Pensionpura, Vadodara-390002
		Vocational Instructor (Dress making)	1	OBC	
		Total	2		
16.	NCSC for DA, Dimapur Email- ncsdda.dimapur@gmail.com	Vocational Instructor (Secretarial Practice)	1	UR	Dr. T. Mohan, Head of Office National Career Service Centre for Differently Aabled, District Employment Office, Assistant Labour Commissioner Building, Purana Bazaar, Jorapukhuri, Dimapur-797115, Nagaland
		Vocational Instructor (Computer Application)	1	ST	
		Total	2		
17.	NCSC for DA, Dehradun Email- ncsddadehradun@gmail.com	Vocational Instructor (Computer Operations & IT enabled services)	1	UR	Dr. Jainendra Kumar, Head of Office National Career Service Centre for Differently Aabled, 4 Convent Road, Regional Employment Office Campus, Dehradun, Uttarakhand-248001.
		Total	1		
18.	NCSC for DA, Shillong Email- ncsdda.shillong2022@gmail.com	Vocational Instructor (Computer Application)	1	UR	Dr. Venkatesh Kurakula, Head of Office National Career Service Centre for Differently Aabled, Grove Side, Keating Road, DECT Building, 3rd Floor, East Khasi Hill, Shillong, Meghalaya-793004
		Vocational Instructor (Electrical & Home Appliances Repairing)	1	ST	
		Total	2		
Total			48		

Sr. No-2
Designation of the post: Service Vehicle Driver
Group-C (Non-Gazetted) (Non-Ministerial)

No. of Vacancies: 01 (One) Un-Reserved-Permanent (by Priority candidates) (applicable to Central Government Posts only)

Scale of pay, allowances:- Pay Matrix: Level-2 Pay band (5200-20200 plus Grade Pay 1900/- (Pre-revised))

Age limit: Between 18 and 27 years (the age limit relaxable to the category of the people as per the existing GOI rules)

Whether women are eligible No

Qualification Essential: for Priority Category- 1) 10th Pass or its equivalent from a recognized board or University
2) Possession of valid Driving License for Light Motor Vehicle issued by Government Authority
3) Five year experience in driving Light Motor Vehicles
For others: 1) 10th Pass or its equivalent from a recognized board or University
2) Possession of valid Driving License for Light Motor Vehicle issued by Government Authority
3) Five year experience in driving Light Motor Vehicles

Description of duties Maintenance of office vehicle, cleanliness and periodic check of its requirements like engine oil, brake oil, lubricant, petrol, diesel etc, and apprising the vehicle in charge about the necessity of purchasing fuel, spare parts, repair etc, driving the office vehicle as per the order and requirement of the officer using the vehicle, maintaining of log book and calculating the average mileage on monthly basis to ensure the proper consumption of fuel by the office vehicle; getting it signed also presenting the same to the Inspecting Officer whenever it required; carry out all other duties and works assigned by the Officers from time to time.

Place of work: Thiruvananthapuram with all India transfer will be intimated later

Particular regarding interview/test

Any other relevant information The applications to be addressed to the Dr. Saji George, Assistant Director of Employment, National Career Service Centre for Differently Aabled, Nalanchira, P.O-Thiruvananthapuram, Tel No.0471-2531175

Annexure-2

FORMAT OF APPLICATION FORM

- Advertisement No. _____
- Serial number of the post: _____
- Post applied for: _____
- Name of Employment Exchange where registered: if any _____
- Employment Exchange Registration No., if any _____
- Name of the applicant (Mr./Miss/Mrs.) in block letters: _____
- Date of Birth _____ Date _____ Month _____ Year _____
- Father's Name: _____
- Address (in full): _____
- Nationality: _____
- Category to which belong (SC/ST/OBC) (ATTACH PHOTOCOPY OF CERTIFICATE): _____
- Whether Ex-Serviceman (Yes/No) : _____
- Whether Physically Handicapped (Yes/No) _____
- Academic/Technical/Professional qualifications (Beginning with matriculation level) attach photocopies of certificates

Sl. No.	Name of Exam	Year of passing	Univ./Board	Div./Class/Grade	Subjects	% of Marks

15. Experience (attach photocopies of certificates in support of experience):

Sl. No.	Name of employer/org.	Period From - To	Designation	Pay Scale/ Pay	Nature of duties	Reasons for leaving

I solemnly declare that the statement made by me in this form are correct to the best of my knowledge and belief.

Dated: _____ (Signature of the candidate)

Place: _____

List of enclosures : 1. _____ 2. _____ 3. _____

CBC 23105/12/0012/2223 EN 33/34

भारत सरकार / Government of India
पत्तन, पोत परिवहन और जलमार्ग मंत्रालय
SAGARMALA Ministry of Ports, Shipping & Waterways
मुख्य अभियंता एवं प्रशासक कार्यालय
Office of the Chief Engineer & Administrator
अंडमान लक्षद्वीप बंदरगाह संकर्म / Andaman Lakshadweep Harbour Works
पोर्ट ब्लेयर / Port Blair-744101
Phone : 232864, 232862, 232753, Fax : 03192-233245
Website : http://alhw.and.nic.in, E-Mail : alhw.and@nic.in
No.ALHW/ADM/1(4)/2022/2576 dated, the 20/25-10-2022

CIRCULAR

SUB: Filling up the post of Accounts Officer (Group -B Gazetted) in Level 8 of Pay Matrix (Pre-revised Rs. 7500-12000 / Rs. 9300-34800 + GP Rs. 4800) in ALHW on deputation basis -reg.

One post of Accounts Officer, in Level 8 of Pay Matrix, in the Andaman Lakshadweep Harbour Works, Port Blair, Andaman & Nicobar Islands (Sub-ordinate Organisation under the Ministry of Port, Shipping & Waterways) is proposed to be filled up the post on deputation basis initially for a period of three years which may be curtailed at the discretion of the Competent Authority. Applications are invited from eligible Central Government Officers, who are willing to take up the appointment, on deputation basis. Place of posting of the selected candidates will be at Port Blair. The last date for receipt of application is within 60 days from the next day after the date of publication. For further details please visit link : andssw1.and.nic.in/alhw.

(A. Kuppasamy)

ADMINISTRATIVE OFFICER (ALHW)

EN 33/30

INSTRUCTION AND ADDITIONAL INFORMATION FOR CANDIDATES

- Separate applications are required for each post quoting advertisement no. and sl. no. of the post.
- Self-attested photocopies of educational/reservation categories/experience certificates etc., if any, should be enclosed with the application.
- Upper age limit relaxable for SC/ST/OBC, EX-SERVICEMEN, Physically Handicapped, Widow, Divorce Women and Women judicially separated from their husband and Govt. servants etc. as per rules.
- Only those SC/ST candidates who are not employed anywhere will be paid TA for attending interview, if admissible under rules.
- Application in any case should not be sent to Central Employment Exchange/Local Exchange.

ABBREVIATIONS USED

OBC-OTHER BACKWARD CLASS, UR-UN RESERVED, SC-SCHEDULE CASTE, AISL: ALL INDIA SERVICE LIABILITY