

# Cabinet Secretariat

Government of India

Advertisement No. 09/20

Closing Date: 15.12.2020

Applications are invited from candidates, who are domiciled in the following six Eastern states of India, for filling up vacancies for the post of **Field Assistant (GD)** by regional direct recruitment on language basis, in Government of India organisation. Candidates belonging to these states, who know any of the under mentioned languages with proficiency to read, write and speak in the concerned language and fulfil the following laid-down eligibility conditions, may apply for the post of **Field Assistant (GD)**.

Name of the post and its classification	No. of vacancies	Language-wise distribution of vacancies	Area/ Region covered	Pay	Eligibility Conditions	
					Age	Educational Qualification
Post - Field Assistant (GD) Classification - (Group-C non-gazetted)	12 (Number of vacancies may undergo change)	1. Bengali-03 2. Nepali-03 3. Rohingya-02 4. Tibeian-01 5. Kokborok-01 6. Chakma-01 7. Rajbanshi-01	Sikkim, West Bengal, Odisha, Jharkhand, Tripura, Andaman & Nicobar	The post carries an initial pay of Rs. 21,700 in Pay Level-3 in the Pay Matrix of CCS(RP), Rules 2016, plus other allowances as admissible to Central Government Employees of equivalent grade. The post also carries a special allowance of 20% of the basic pay.	18-27 years as on 15.05.2020	Senior Secondary (10+2) pass from recognized Board or Institution as on 15.05.2020

2. The upper age-limit is relaxable for the following category of candidates in terms of existing Central Govt. instructions issued from time to time:-

Code No.	Category	Age relaxation permissible beyond the upper age limit i.e. 27 years
1.	General	No age relaxation
2.	SC/ST	5 years
3.	OBC	3 years
4.	Central Govt. Employee	Up to the age of 40 years provided they have rendered a minimum of 3 years continuous service in the Government of India Offices as on cut off date (i.e. 15.05.2020)
5.	Ex-Servicemen	3 years after deduction of the Military Service rendered from his/her actual age as on cut off date (i.e. 15.05.2020).
6.	Ex-Servicemen and OBC	06 years after deduction of the Military Service rendered from his/her actual age as on cut off date (i.e. 15.05.2020).
7.	Ex-Servicemen and SC/ST	08 years after deduction of the Military Service rendered from his/her actual age as on cut off date (i.e. 15.05.2020).
8.	Central Govt Employee and OBC	Upto age of 43 years provided they have rendered a minimum of 3 years continuous service in the Government of India Offices as on cut off date (i.e. 15.05.2020)
9.	Central Govt Employee and SC/ST	Upto age of 45 years provided they have rendered a minimum of 3 years continuous service in the Government of India Offices as on cut off date (i.e. 15.05.2020)

**NOTE:-** Candidates, who wish to be considered for age relaxation, must submit the requisite certificate issued by the Competent Authority alongwith the application.

- Only Indian Nationals are eligible to apply for the post of Field Assistant (GD).
- This being a regional direct recruitment on language basis, it must be noted that candidates fulfilling the laid down eligibility conditions, who are domiciled in above mentioned Eastern States and know any of the requisite languages with proficiency to read, write and speak in the concerned language as per Para-1 of the advertisement, only are eligible to apply for the post of Field Assistant (GD).
- The selection to the post will be made on the basis of Written Examination, Physical Efficiency Test (PET) and Interview with an in-built mechanism to verify the claimed language proficiency in concerned language.
- Candidates should be within the prescribed age-limit and should possess the prescribed educational qualification as on 15.05.2020.  
"The prescribed educational qualifications are minimum and mere possession of the same does not entitle candidates to be called for selection process."
- The detailed scheme of selection process comprising Written Examination, Physical Efficiency Test (Qualifying in nature) and Interview, is as under:

Exam	Paper	Duration	Marks
<b>Written Examination</b>			
Part-I (Objective Type)	Questions on I.Q., General Knowledge Quantitative Aptitude and logical reasoning	2 Hours	70
Part-II (Subjective Type)	Precis writing of two passages of 15 marks each. (English or Hindi)		30
<b>Physical Efficiency Test (PET)</b>			
Stages	Minimum qualifying standard	-	Qualifying in nature
800 Meter Race	2 minutes 46 seconds		

Long Jump	12 feet	----	Qualifying in nature
High Jump	3 feet 6 inches		
Interview with an in-built mechanism to verify the claimed language proficiency of the candidates in the concerned language.			20 Marks

**Note:-** Only those candidates, who qualify the Written Examination, will be called for PET. Interview would be held for those declared qualified in the PET.

- Candidates are required to send their applications in prescribed format incorporated in the advertisement. Application submitted by the candidate which is not in the prescribed format is liable to be rejected. Form should be filled in **English Capital (Block) letters only**. The format may be photocopied/typed on A-4 size paper. Candidates should use either Black ink or Blue ink for filling up the application.
  - Candidates are advised to furnish correct information regarding their age, educational qualification, Caste/Category (i.e. SC/ST/OBC) and domicile status in the application form. Self-attested copies of the certificate pertaining to age, educational qualifications, experience of working in any job/specialized field and Caste/Category etc are required to be attached with the application form. **SC/ST/OBC certificate is required to be furnished as per the specimen annexed. Format of certificate for availing age relaxation by candidates belonging to ex-servicemen category is also annexed. Submission of SC/ST/OBC certificate in any other format will not be accepted.**
  - You are required to submit a self-attested copy of domicile certificate as proof of your residence/local status, failing which your candidature will not be considered for direct recruitment to the post. Apart from the domicile certificate issued by State Government, Voter ID Card, Ration Card, Aadhaar Card and Indian Passport will also be considered as domicile proof.
  - Candidates should fill in only one application for the post of Field Assistant (GD) even if they want to be considered for more than one language. In the event of knowledge of multiple languages, they should indicate the languages known out of the 7 languages required for this post, as per order of their preference. If a candidate applies for the post in more than one language, he/she would be considered for selection for the post against vacancy of only one language with deference to his/her preference of languages. **The candidates, who have already submitted their application for the post of FA (GD) with reference to our earlier vacancy circular, need not apply again.**
  - Any cutting or overwriting in any part of the application form will render it liable to be rejected. Candidates are, therefore, advised to take special care while filling the application form.
  - Do not leave any column blank. Incomplete application will be rejected.
  - Use only international form of numerals while filling up the application form i.e. 1,2,3 etc.
  - Persons, who are already in Government Service, should route/submit their applications through respective office / department and should enclose "No Objection Certificate" obtained from the authority competent to issue such NOC. Applications received directly are liable to be rejected.
  - Candidates may note that the job of a Field Assistant (GD) involves field postings at arduous locations with All India Transfer liability.
  - Medical standard of the candidates would be as per the Central Government guidelines applicable to Group 'C' posts.**
  - Selection of candidates is confined to those who are domiciled in afore-mentioned six states of Eastern region. The venue/centre for written examination/PET/ interview shall be in prominent cities in the States of Eastern region depending upon the number of candidates from different pockets and feasibility of holding such tests/interview.
  - The organisation will not be responsible for late / non receipt of call-letters for Written Examination/PET/Interview due to postal delay.
  - The employment carries with it a liability of transfer all over India.
  - The envelope containing applications in the given proforma (along with self-attested copies of certificates in support of educational qualification, mark-sheet for each year of course from Matriculation onwards, experience, date of birth etc., self-attested recent passport size photograph, domicile certificate and copies of SC/ST/OBC certificates, if applicable) should be clearly superscribed as "APPLICATION FOR THE POST OF FIELD ASSISTANT(GD), LANGUAGE: \_\_\_\_\_" and addressed to 'Post Bag No.001, Lodhi Road Head Post Office, New Delhi-110003'. The application may be despatched under ordinary post.
  - The last date of receipt of application is 15.12.2020.
  - Success in the selection process confers no right of appointment unless Government is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects of appointment to the service/post. The candidates applying for the selection process should ensure that they fulfil all the eligibility conditions. Their admission at all stages of the selection process will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If, on verification, at any time before or after the selection, it is found that they do not fulfil any of the eligibility conditions, their candidature for the selection process will be cancelled.
  - Incomplete and unsigned applications not accompanied by self attested copies of educational qualification, caste certificate, work experience, if any & photograph or those received after the last date **will not be entertained.**
  - The Cabinet Secretariat reserves the right to cancel or withdraw the recruitment process at any stage without assigning any reason.
- Note:** The candidates, who have already submitted their application for the post of FA(GD) with reference to our earlier vacancy circular, need not apply again.

Continued