

NCC DIRECTORATE ODISHA
LEWIS ROAD, BHUBANESWAR-751002

ADVERTISEMENT FOR 04 NOS VACANCIES FOR THE POST OF LDC

1. Applications are invited for 04 Nos of post of Lower Division Clerk (02x Gen & 02 x OBC) (General Central service Group C Non Gazetted Ministerial Pay Level 2 for Rs 19900-63200) in NCC Directorate Odisha, Lewis Road, Bhubaneswar-751002.
2. All the details pertaining to the post are available on the website www.nccorissa.org.
3. Eligible candidate may apply as per the prescribed form available in the website alongwith photocopies of supporting document.
4. Last date for the receipt of application is **12th Jul 2017** after which no applications will be entertained.

Director
NCC DTE ODISHA, BHUBANESWAR

GOVT OF INDIA
MINISTRY OF DEFENCE
NCC DIRECTORATE ODISHA
LEWIS ROAD, BHUBANESWAR-751002

1. Applications are invited from eligible candidates to fill up the following posts in NCC Directorate Odisha, Lewis Road Bhubaneswar-751002:-

| Post | Classification and Pay Scale | No of Vacancies | Category (UR/SC/ST/OBC) | Age Limit | Whether age relaxation applicable and upto what extent | Essential Qualification |
|----------------------------|--|-----------------|-------------------------|----------------|--|--|
| Lower Division Clerk (LDC) | General Central service Group C Non Gazetted Ministerial Pay Level 2 for Rs 19900-63200 (as per 7 th CPC) | 04 | UR-02 OBC-02 | 18 to 27 years | 1. Relaxable for govt servants upto 40 years in accordance with the instructions/orders issued by the Central Govt. 2. Relaxable for OBC as notified by the Central Govt from time to time (only for those who applied in OBC Category) | (I) 12 th Class Or Equivalent Qualification From A Recognized Board Or University (ii) Skill Test For Recruitment To The Post Of LDC Shall Be Conducted Only On Computers. A Typing Speed Of 35 W.P.M. In English Or 30 W.P.M. In Hindi On Computer(35 W.P.M. And 30 W.P.M. Correspond To 10500 KDPH/9000 KDPH On An Average Of 5 Key Depressions For Each Word) (iii) That A Physical Handicapped Person Who Is Otherwise Qualified Holds A Clerical Post But Does Not Possess The Said Qualification In Type Writing May Be Appointed Subject To The Condition That A Civil Surgeon Or Equivalent Certifies That The Said Handicapped Person Is Not In A Fit Condition To Be Able To Type Or (iv) Serving/Ex-Servicemen Belonging To The Trade Of Clerk GD, Clerk GD (SD) Clerk (Store) of Army or equivalent trade in the Navy & Air force |

2. Candidates working in Central/State Govt Service will submit application through proper channel.
3. Duly attested copies of certificates/testimonials should be attached alongwith the application.
4. A self addressed envelop (4" x 10") would be attached alongwith the application affixing Rs 5/- postal stamp.
5. No travelling allowance will be admissible for written examination/tests etc.
6. **Last date for receipt of application.** Filled application alongwith documents should reach NCC Directorate Odisha Lewis Road, Bhubaneswar-751002 by 12 Jul 2017 by ordinary post. Application incomplete in any respect or received after closing date will be summarily rejected. No Application will be received by hand.
7. Name of the post (in Block letters) should be clearly mentioned on the application form as well as on the tip of the envelope in which the application from is sent.
8. In case of the number of applications being very large, a minimum bench mark of 65% marks in the essential educational qualification (i.e 12th) can be laid down for calling for the written examination.
9. Candidates found canvassing in any form will be disqualified.

Director
NCC Dte Odisha

APPLICATION FORM
APPLICATION FOR THE POST OF LDC

Paste Passport
photo duly
attested

| | | |
|---|--|------------------------------------|
| 1 | Name of the Candidate (As recorded in Matriculation Certificate or equivalent) | (a) |
| | | In Hindi |
| | | (b) |
| | | In English & block capital letters |
| 2 | Father's/Husband's name | |
| 3 | Gender (Male/Female) | |
| 4 | Nationality | |
| 5 | Date of Birth(as per Matriculation Certificate) | |
| 6 | Educational Qualifications | |

| Sr No | Examination passed | Name of University/Board/Institute | Year of passing | Marks Obtained | Percentage obtained |
|-------|-----------------------|---------------------------------------|--------------------|-------------------|------------------------|
| (a) | | | | | |
| (b) | | | | | |
| (c) | | | | | |

| | | |
|-----|---|--|
| 7 | Technical Education (if any) | |
| 8. | Category (SC/ST/OBC/PH/UR/GOVT EMPLOYEE) | |
| 9. | ADDRESS (a) Present (Contact No) | |
| | (b) Permanent (Contact No) | |
| 10. | Experience (if any) | |

11. **Declaration** : I hereby declare that all statement made in this application are true, complete and correct to the best of knowledge and belief. I understand that in event of any information being false or incorrect or in eligibility being detected before or after the examination, my candidature/appointment is liable to be cancelled. I have not submitted any other application for the post.

Place :

Date :

(Signature of the candidate)