

RECRUITMENT NOTICE
HEADQUARTERS PURVA UP & MP SUB AREA, PIN-211001, ALLAHABAD

1. Applications are invited from Indian National for Multi Tasking Staff (MTS) described below to be filled up by direct recruitment:-

Ser No	Post (s)	Total Number of Vacancies	Reservation of Posts	Pay Matrix/ Level (as per 7 th CPC)
(a)	Multi Tasking Staff (Messenger and Safaiwala)	01 - Messenger 02 - Safaiwala	UN RESERVED - 03	Rs 18,000-56,900/- (Level 1) Passed matriculation or its equivalent examination from recognized University/ Board

2. Conduct of Written Test/ Skill Test for Multi Tasking Staff Messenger and Safaiwala:-

Subject	No of Questions	Maximum Marks	Duration	Remarks
General Intelligence & reasoning	25	25	02 Hours	Written test will be based on Multiple Choice Question Pattern and in bilingual i.e. English and Hindi. Each correct answer awarded one mark and for each wrong answer 0.25 marks will be deducted.
Numerical Aptitude	25	25		
General English	25	25		
General Awareness	25	25		

3. Age (as per Christian era).

- (a) Un Reserved category - 18-25 years.
(No age relaxation for SC, ST and OBC category)
- (b) **For Physically Handicapped (UR)**. The upper age limit will be relaxed upto 10 years i.e. 18 to 35 years.
- (c) **For Ex-Serviceman**. The relaxable age after deducting the period of Army service from actual age should not exceed the prescribed age limit by more than three years i.e 28 years for General (UR) category.
- (d) Widow, Divorced Women & Judicially separated women from Husbands and who are not remarried are allowed age relaxation upto 35 yrs for unreserved category.

(Crucial date of determining age will be closing date of publication of advertisement.

4. **General Instructions.**

- (a) Number of vacancies are subject to variation/change.
- (b) Application should be submitted on the proforma as per specimen given below.
- (c) The applications should be addressed to Establishment Branch, **Headquarters Purva UP & MP Sub Area, Allahabad-211001.**
- (d) **The 'Post' and 'Category'** for which applied must be clearly written on Top Right Corner of the envelope containing the application.
- (e) The applications will be accepted only by **POST**. No application will be accepted By Hand/ at Headquarters office.
- (f) Last Date of receipt of application will be **30 days from the publication of this notification.**
- (g) The Crucial date for determining the age limit shall be the closing date of receipt of application.
- (h) Candidates whose application is received in time and found complete in all respects during scrutiny will be called for test.
- (i) Applications found incomplete due in any respect will be rejected.
- (k) 01 x self addressed envelope affixing Rs 30/- postage stamp to be enclosed with the Application Form.
- (l) Only photocopy of Birth Certificate/ Matriculation Certificate, Aadhar Card duly self attested be enclosed with the application. Original certificates **NOT** to be enclosed with the application. Incase of widow, death cert of husband is to be attached.
- (m) Candidate should be in the acceptable medical category for the post.

- (n) The recruitment process can be cancelled/ postponed/ suspended/ terminated without any prior notice/ assigning any reasons at any stage.
- (o) The final selection of candidates will be based on merit list of written exam, submission of bonafied documents & provision of medical fitness certificate by surgeon/DMO/equivalent medical for selected male candidates and assistant surgeon grade- I (Lady Officer).
- (p) Post is permanent, subject to completion of two year probation period successfully by the individual.
- (q) Any dispute with regard to recruitment will be subject of jurisdiction of Allahabad High Court.

Colonel Administrative
Headquarters Purva UP & MP Sub Area