



Headquarters, Coast Guard Region (NE), Synthesis Business Park, 6th Floor, Shrachi Building, Rajarhat, New Town, Kolkata – 700 161

Date of Advertisement published in the Employment News	15-21 Oct 22
Last date of receipt of applications	29 Nov 22

1. Indian Coast Guard invites applications in the prescribed format as given at Annexure-I from eligible Indian citizens for filling up the following vacancies by Direct Recruitment:-

(I) (a) **Name of the Post:** (**CMTD (OG)**, *General Central Service, Group- C, Non- Gazetted , Non-Ministerial in Pay Level-02 in the pay matrix*).

(b) **Category - wise No. of Vacancies:**

Sl	Category	No. of Vacancy
(a)	UR	02
(b)	EWS	01

(c) **Eligibility Criteria:**

Educational Qualification/Experience. (i) 10th Standard pass

(ii) Must possess valid driving license for both heavy and light Motor Vehicles.

(iii) Should have at least two years experience in driving Motor Vehicles.

(iv) Knowledge of motor mechanism (should be able to remove minor defects in vehicles.)

(d) **Age Limit and Relaxations.**

(i) Not exceeding 27 years (As per respective RR taking in view DoP&T O.M. No. AB. 14017/ 48/2010-Estt. (RR) dated 31 Dec 2010).

(ii) Relaxable by 03 years for OBC (Non Creamy Layer) and 05 years for SC / ST candidates against reserved vacancies.

(iii) Relaxable for Government Servants upto five years in accordance with the instructions or orders issued by the Central Government.

(II) (a) **Name of the Post:** (**Fork Lift Operator**, *General Central Service, Group-C, Non-Gazetted, Non-Ministerial, Industrial in Pay Level 02 in the pay matrix*).

(b) **Category - wise No. of Vacancies:**

Sl	Category	No. of Vacancy
(a)	UR	01

(c) **Eligibility Criteria:**

(i) **Educational Qualification/Experience.**

(a) Certificate in the respective trade from ITI or other recognised Institutions with not less than one year experience in the trade.

OR

3 years experience in the trade for which no training is available in ITI or other recognised institutions.

(b) Should possess heavy duty vehicles driving licence.

- (ii) **Desirable.** (a) 10th class pass.
(b) Knowledge of English.

(d) **Age Limit and Relaxations.**

(i) Not exceeding 27 years (As per respective RR taking in view DoP&T O.M. No. AB.14017/ 48 / 2010- Estt. (RR) dated 31 Dec 2010).

(ii) Relaxable by 03 years for OBC (Non Creamy Layer) and 05 years for SC / ST candidates against reserved vacancies.

(iii) Relaxable for Government Servants upto five years in accordance with the instructions or orders issued by the Central Government.

(III) (a) **Name of the Post:** (**Store Keeper Grade-I, General Central Service, Group- C, Non- Gazetted , Non-Ministerial in Pay Level-04 in the pay matrix**).

(b) **Category - wise No. of Vacancies:**

Sl	Category	No. of Vacancy
(a)	OBC	01

(c) **Eligibility Criteria:**

(i) **Educational Qualification/ Experience.**

(i) 12th pass from a recognised Board or University.

(ii) Two years experience in handling of Stores in any recognised firm or Central or State Government organisation or Public Sector Undertakings.

OR

(i) Bachelor Degree with Commerce or Economics or Statistics or Business Studies or Public Administration as a subject from a recognised University or Institute.

(ii) One year experience in handling Stores from any firm or Central or State Government Organisation or Public Sector Undertakings.

(d) **Age Limit and Relaxations.**

(i) Not exceeding 25 years (As per respective RR taking in view DoP&T O.M. No. AB. 14017/ 48/2010-Estt. (RR) dated 31 Dec 2010).

(ii) Relaxable by 03 years for OBC (Non Creamy Layer) and 05 years for SC / ST candidates against reserved vacancies.

(iii) Relaxable for Government Servants upto five years in accordance with the instructions or orders issued by the Central Government.

(IV) (a) **Name of the Post:** (**Carpenter (Skilled)**), *General Central Service, Group- C, Non- Gazetted , Non-Ministerial in Pay Level-02 in the pay matrix*).

(b) **Category - wise No. of Vacancies:**

Sl	Category	No. of Vacancy
(a)	UR	01

(c) **Eligibility Criteria:**

(i) **Educational Qualification/Experience.**

Should have completed apprenticeship in the trade from Industrial Training Institute or other recognised Institution.

OR

Should have 3 years experience in the trade

(ii) **Desirable.** (i) 10th standard pass.
(ii) Elementary knowledge of English.

(d) **Age Limit and Relaxations.**

(i) Not exceeding 30 years (As per respective RR taking in view DoP&T O.M. No. AB. 14017/ 48/2010-Estt. (RR) dated 31 Dec 2010).

(ii) Relaxable by 03 years for OBC (Non Creamy Layer) and 05 years for SC / ST candidates against reserved vacancies.

(iii) Relaxable for Government Servants upto five years in accordance with the instructions or orders issued by the Central Government.

(V) (a) **Name of the Post:** (**Sheet Metal Worker (Skilled)**), *General Central Service, Group-C, Non- Gazetted , Non-Ministerial in Pay Level-02 in the pay matrix*).

(b) **Category - wise No. of Vacancies:**

Sl	Category	No. of Vacancy
(a)	UR	01

(c) **Eligibility Criteria:**

(i) **Educational Qualification/Experience.**

Should have completed apprenticeship in the trade from Industrial Training Institute or other recognised Institution.

(ii) **Desirable.** 2 years' experience in the trade.

(d) **Age Limit and Relaxations.**

(i) Not exceeding 27 years (As per respective RR taking in view DoP&T O.M. No. AB. 14017/ 48/2010-Estt. (RR) dated 31 Dec 2010).

(ii) Relaxable by 03 years for OBC (Non Creamy Layer) and 05 years for SC / ST candidates against reserved vacancies.

(iii) Relaxable for Government Servants upto five years in accordance with the instructions or orders issued by the Central Government.

(VI) (a) **Name of the Post:** (**Unskilled Labour**, *General Central Service, Group-C, Non- Gazetted , Non-Ministerial in Pay Level-01 in the pay matrix*).

(b) **Category - wise No. of Vacancies:**

Sl	Category	No. of Vacancy
(a)	UR	01

(c) **Eligibility Criteria:**

(i) **Educational Qualification.** Matriculation pass or its equivalent from recognized boards or ITI from recognized institutions.

(ii) **Experience.** Three years experience in the trade.

(d) **Age Limit and Relaxations.**

(i) Not exceeding 27 years (As per respective RR taking in view DoP&T O.M. No. AB. 14017/ 48/2010-Estt. (RR) dated 31 Dec 2010).

(ii) Relaxable by 03 years for OBC (Non Creamy Layer) and 05 years for SC / ST candidates against reserved vacancies.

(iii) Relaxable for Government Servants upto five years in accordance with the instructions or orders issued by the Central Government.

(VII) (a) **Name of the Post:** (**Engine Driver**), *General Central Service, Group- C, Non- Gazetted , Non-Ministerial in Pay Level-04 in the pay matrix*).

(b) **Category - wise No. of Vacancies:**

Sl	Category	No. of Vacancy
(a)	UR	01

(c) **Eligibility Criteria:**

(i) **Educational Qualification/Experience**

Certificate of competency as Engine Driver from a recognized Government Institute or equivalent.

(ii) **Desirable.**

Two years service as Sarang on a Vessel of over four hundred Boat Horse Power.

(d) **Age Limit and Relaxations.**

(i) Not exceeding 30 years (As per respective RR taking in view DoP&T O.M. No. AB. 14017/ 48/2010-Estt. (RR) dated 31 Dec 2010).

(ii) Relaxable by 03 years for OBC (Non Creamy Layer) and 05 years for SC / ST candidates against reserved vacancies.

(iii) Relaxable for Government Servants upto five years in accordance with the instructions or orders issued by the Central Government.

(VIII) (a) **Name of the Post:** (**Motor Transport Fitter/Motor Transport(Mech)**, *General Central Service, Group-C, Non- Gazetted , Non-Ministerial in Pay Level-02 in the pay matrix*).

(b) **Category - wise No. of Vacancies:**

Sl	Category	No. of Vacancy
(a)	UR	02
(b)	SC	01

(c) **Eligibility Criteria:**

(i) **Educational Qualification/Experience.**

Matriculation or equivalent
02 years experience in automobile workshop.

(ii) **Desirable.**

I.T.I diploma in relevant trade.

(d) **Age Limit and Relaxations.**

(i) Not exceeding 27 years (As per respective RR taking in view DoP&T O.M. No. AB. 14017/ 48/2010-Estt. (RR) dated 31 Dec 2010).

(ii) Relaxable by 03 years for OBC (Non Creamy Layer) and 05 years for SC / ST candidates against reserved vacancies.

(iii) Relaxable for Government Servants upto five years in accordance with the instructions or orders issued by the Central Government.

2. **How to Apply.** Application form should be filled either in English or Hindi as per the prescribed format given at Annexure-I. The application with duly affixed self attested colour photograph should be accompanied by Xerox copies of the documents listed below, duly self attested with name and date. No original certificates are to be forwarded alongwith the application form:-

(a) Valid Photo ID proof

(b) Matriculation or equivalent marksheet and certificate

(c) 12th/UG/PG/ Diploma marksheet and certificate as per the essential eligibility.

(d) Latest Category certificate (SC/ST/OBC) for reserved category candidates

(e) Experience certificate

(f) NOC from the employer for presently serving in any Govt organization.

(g) Two latest passport size colour photographs

(h) Applicants are to enclose a separate blank envelope with Rs. 50 /- postal stamp (pasted on the envelope) addressed to themselves with the application.

Note:

(i) **The date of issue of all the above documents is to be on or before to closing date of application i.e. 29 Nov 22.**

(ii) **The candidates failing under reserved category are to produce category certificate as per prescribed format for appointment to the post under Govt of India. Formats are placed at Annexures- II & III.**

3. The duly filled application with all the requisite documents should be sent to the following address by **ordinary post only** within 45 days from the date of publication of the advertisement in the Employment News:-

Headquarters
Coast Guard Region (NE)
{for CSO(P&A)}
Synthesis Business Park
6th Floor, Shrachi Building
Rajarhat, New Town
Kolkata - 700161

4. **Mode of Selection.**

(a) **Scrutiny of Applications.** All applications received from the candidates will be scrutinized subject to the eligibility criteria and necessary documents and the admit cards will be issued to the shortlisted candidates for document verification & appearing in the written examination.

(b) **Document Verification.** All the shortlisted candidates will undergo document verification prior appearing in the written examination. Candidates will be required to bring their original documents and self - attested Xerox copies (02 sets) of the same as per the directives / instructions given in their admit cards.

(c) **Written Examination.** All the shortlisted candidates will undergo written examination on the basis of educational qualifications prescribed for the post. The written examination will be pen- paper based and one hour duration. The Question Paper (bilingual) for written examination will consists of 80 objective type questions with one mark for each correct answer and there will be no negative marking.

(d) Merit list will be prepared strictly based on merit position as per marks obtained in written examination and will be published on the Indian Coast Guard website alongwith necessary instructions.

5. **Important Instructions to Candidates:-**

(a) Before applying for the post, the candidate should ensure that he/she fulfills the eligibility and other norms mentioned in the advertisement. Furnishing of wrong / false information will lead to disqualification and ICG will not be responsible for any consequence of furnishing of such wrong / false information.

(b) Candidature of the candidate is liable to be rejected at any stage of recruitment process or after recruitment or joining, if any, information provided by the candidate is found false or is not found in conformity with eligibility criteria mentioned in the advertisement.

- (c) It is mandatory that the envelope containing the application should be clearly superscribed in BOLD letters with notation " **APPLICATION FOR THE POST OF _____** " and also the category for which they applied for viz. UR/EWS/OBC (Non Creamy Layer) / SC / ST. Applications without these notations will be summarily rejected.
- (d) Applications with the following deficiencies will be summarily rejected:-
- (i) Incomplete applications.
 - (ii) Applicants found over aged on the last day of receipt of applications as per advertisement.
 - (iii) Overwriting / cuttings / corrections / incorrect information according to enclosures.
 - (iv) Photographs not affixed.
 - (v) Photocopies of self attested documents not found enclosed.
 - (vi) A separate blank envelope with Rs. 50/ - postal stamp (pasted on the envelope) addressed to themselves, not enclosed with the application.
- (e) Candidates working in Govt departments are to forward their application through proper channel only before the due date of receipt of application alongwith NOC issued by concerned authority.
- (f) SC/ST candidates are entitled for 2nd class rail / bus fare by Shortest route as per Govt rules and the same will be reimbursed at the venue of written examination on submission of tickets. The above concessions are not admissible to those Scheduled Castes/Scheduled Tribes candidates who are already in Central / State Govt service.
- (g) Mere appearance/ qualifying in the written examination does not confer any right on the candidate to claim for appointment unless he / she fulfills the eligibility criteria.
- (h) Candidates selected for appointment to Group 'B' posts are liable for posting at any unit / establishment under Coast Guard Organization whereas candidates selected for appointment to a Group 'C' post are liable for posting initially at any unit/ establishment under Coast Guard Region(NE), Kolkata with all India transfer liability.
- (j) Candidates are advised to visit ICG website i.e. www.indiancoastguard.gov.in on a regular basis for important updates regarding the said recruitment.
- (k) Indian Coast Guard reserves the right to cancel the entire recruitment at any stage of the recruitment process without assigning any reasons.

Note. All entries in Italic form are for information only.

APPLICATION FOR THE POST OF

IN INDIAN COAST GUARD

1. Name of the Applicant (in block letters) :
2. Post applied for :
3. Date of birth (in Christian era) & age :
4. Father's Name :
5. Permanent Address :
6. Correspondence Address (With pin code) :
7. (a) Educational Qualifications :

Affix a
recent
passport
size
photograp

Examination Passed	Year of passing	Division/ % of Marks	Name of Board/ University

- (b) Experience (in relevant field), if any :
8. Gender (Male/Female) :
9. Nationality :
10. Whether Physically Handicapped (Yes/No) :
11. Whether belongs to SC /ST/OBC/Others :
12. Whether Departmental Candidate (Yes/No) :
13. Mobile No. & E-mail ID :

Declaration: I hereby declare that all statements made in the application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect at any point of time, my candidature/appointment may be cancelled/terminated without any notice. I also declare that I am a citizen of India by birth/domicile.

Left-hand Thumb impression

Place :

Date :

Signature of the applicant

ANNEXURE-II

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD
CLASSES (OBC) APPLYING FOR APPOINTMENT TO POST UNDER
THE GOVERNMENT OF INDIA**

This is certify that Shri/Smt/Km* _____ son/daughter of
_____ of village _____

_____ District / Division _____ in the _____

State _____ belong to the _____ Community which is recognized
as backward class under:

(i) Resolution No. 12011/68/93– BCC dated the 10th Sep 1993, published in the Gazette of India
Extraordinary-Part-I, Section-I, No. 186 dated 13th Sep 1993.

(ii) Resolution No. 12011/9/94 – BCC dated 19th Oct 1994, published in Gazette of India Extraordinary Part-I,
Section-I, No. 163 dated 20th Oct 1994.

(iii) Resolution No. 12011/7/95 – BCC dated the 24th May 1995, Published in the Gazette of India
Extraordinary Part-I, Section-I, No. 88 dated 25th May 1995.

(iv) Resolution No. 12011/96/94 – BCC dated 9th Mar 1996.

(v) Resolution No. 12011/44/96-BCC dated the 6th Dec 1996, Published in the Gazette of India Extraordinary
Part-I, Section-I, No. 210 dated the 11th Dec 1996.

(vi) Resolution No. 12011/13/97 – BCC dated 3rd Dec 1997.

(vii) Resolution No. 12011/99/94 – BCC dated 11th Dec 1997.

(viii) Resolution No. 12011/68/98 – BCC dated 27th Oct 1999.

(ix) Resolution No. 12011/88/98-BCC dated the 6th Dec 1996, Published in the Gazette of India Extraordinary
Part-I, Section-I, No. 270 dated 6th Dec 1999.

(x) Resolution No. 12011/36/99-BCC dated the 4th Apr 2000, Published in the Gazette of India Extraordinary
Part-I, Section-I, No. 71 dated 4th Apr 2000.

(xi) Resolution No. 12011/44/99-BCC dated 21 Sep 2000, Published in the Gazette of India. Extraordinary
Part-I, Section-I, No. 210 dated 21 Sep 2000.

Shri/Smt/Km _____ and / or his family ordinarily reside (s) in
the _____ District / Division of the
_____ State.

This is also to certify that he / she does not belong to the person / section (Creamy layer) mentioned in
Column 3 of the schedule to the Govt. of India. Department of Personnel and Training O.M. No. 36012/22/93–
Estt. (SCT) dated 08 Sep 1993 and modified vide Govt. of India. DOP&T OM No. 36033/3/2004 dated 09
Mar 2004 and 14 Oct 2008.

Dated:

District Magistrate
Deputy Commissioner etc.

Seal:

NOTE-I:

- (a) The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- (b) The authorities competent to issue Caste Certificate are indicated below:-
- (i) District Magistrate/Additional Magistrate/Collector/Dy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class Stipendary Magistrate/ Sub-Divisional Magistrate/Taluka Magistrate /Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1st Class Stipendary Magistrate).
- (ii) Chief Presidency Magistrate /Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officer not below rank of Tehsildar.
- (iv) Sub-Divisional Officer of the area where the candidate and/or his family resides.

NOTE-II:

The closing date for receipt of application will be treated as the date of reckoning for OBC status of the candidate and also, for assuring that the candidate does not fall in the creamy layer.

The OBC candidates should furnish the relevant OBC Certificate in the prescribed format prescribed for Central Government jobs used by the competent authority on or before the Closing Date as stipulated in the Notice.

**FORM OF CERTIFICATE TO BE PRODUCED BY SCHEDULED CASTES
AND SCHEDULED TRIBES CANDIDATE APPLYING FOR APPOINTMENT
TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri / Shrimati / Kumari*Son / Daughter* of
..... Village / town* in District / Division*
.....of the State / Union Territory*.....

Belongs to the caste / tribe* which is recognized as a Scheduled Caste / Scheduled Tribes* under:-

- @ The Constitution (Scheduled Caste) order 1950*
- @ The Constitution (Scheduled Tribes) order 1950*
- @ The Constitution (Scheduled Tribes) (Union Territories) order 1951*
- @ The Constitution (Scheduled Tribes) (Union Territories) order 1951*

[As amended by the Scheduled Caste and Scheduled Tribes Lists (Modification) Order, 1956, the Bombay Reorganization Act, 1960, the Punjab Reorganization Act 1966, the State of Himachal Pradesh Act 1970 and the North-Eastern Areas (Reorganization) Act, 1971 and the Scheduled Caste and Scheduled Tribes order (Amendment) Act 1976, the state of Mizoram Act, 1986, the State of Arunachal Pradesh Act. 1986 and the Goa, Daman and Diu (Reorganisation Act. 1987]

- @ The Constitution (Jammu and Kashmir) Scheduled Caste Order 1956*
- @ The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order 1959 as amended by the Scheduled Caste and Scheduled Tribes orders (Amendment Act 1976*)
- @ The Constitution (Jammu and Kashmir) Scheduled Caste Order 1962*
- @ The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962*
- @ The Constitution (Pondicherry) Scheduled Caste Order 1964*
- @ The Constitution (Scheduled Tribes) (Uttar Pradesh) Order 1967*
- @ The Constitution (Goa, Daman and Diu) Scheduled Caste Order 1968*
- @ The Constitution (Goa, Daman and Diu) Scheduled Tribes Order 1968*
- @ The Constitution (Nagaland) Scheduled Tribes Order 1970*
- @ The Constitution (Sikkim) Scheduled Caste Order 1978
- @ The Constitution (Sikkim) Scheduled Tribes Order 1978
- @ The Constitution (Jammu and Kashmir) Scheduled Tribes Order 1989
- @ The Constitution (SC) Order (Amendment) Act. 1990
- @ The Constitution (ST) Order (Amendment) Act. 1991
- @ The Constitution (ST) Order (Second Amendment) Act. 1991
- @ The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act. 2002
- @ The Constitution (Scheduled Castes) Orders (Amendment) Act. 2002
- @ The Constitution (Scheduled Castes and Scheduled Tribes) Orders (Amendment) Act. 2002
- @ The Constitution (Scheduled Castes) Orders (Second Amendment) Act. 2002

%2. Applicable in the case of Scheduled Castes Scheduled Tribes person who have migrated from one State Union Territory Administration to another.

This certificate is issued on the basis of the Scheduled Castes Scheduled Tribes certificate issued to Shri/Shrimati*Father/Mother of Shri/ Shrimati/ Kumari..... of village/town*.....in District/Division.....of the State/Union Territory*who belongs to the caste/tribe* which is recognized as a Scheduled Caste/Scheduled Tribe in the State/Union Territory ofissued by thedated

%3. Shri/ Shrimati/ Kumari*.....and of* his/her family ordinary resides in village/town*.....ofDistrict/Division* of the State/Union/Territory* of

Place

Signature

Date

**Designation

(With Seal of office)
State Union Territory

* Please delete the words which are not applicable.

@ Please quote specific Presidential Order

% Delete the paragraph which is no applicable

NOTE. The term "ordinary reside (s)' used here will have the same meaning as in Section 20 of the Representation of the People Act. 1950.

** List of authorities empowered to issue Scheduled Caste Scheduled Tribe Certificate.

(i) District Magistrate/Additional Magistrate/Collector/Dy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class Stipendary Magistrate/ Sub-Divisional Magistrate/Taluka Magistrate /Executive Magistrate/Extra Assistant Commissioner (not below the rank of 1st Class Stipendary Magistrate).

(ii) Chief Presidency Magistrate /Additional Chief Presidency Magistrate/Presidency Magistrate.

(iii) Revenue Officer not below rank of Tehsildar.

(iv) Sub-Divisional Officer of the area where the candidate and/or his family normally resides.

(v) Administrative Secretary to Administrator Development Officer (Lakshadweep).