



Goa Police Department
Police Headquarters
Panaji-Goa.

Advertisement No.03 Year 2016

The Applications in prescribed form are invited from eligible candidates for filling up of the below mentioned vacant posts by direct recruitment 1st, 2nd and 3rd India Reserve Battalions in Goa Police Department:-

- I. 1. Designation of post : **Pharmacist (Armed Police)**
2. Number of posts & : **03 (one)** Un-reserved - 03
reservation
3. Pay Band & Grade Pay : Pay Band -1 ₹ 5200-20200 + Grade Pay ₹ 2800
4. Qualifications :

Essential

1. Degree or Diploma in Pharmacy from a recognized University.
2. Should be registered with the State Council of Pharmacy.
3. Two years experience in case of Degree holders and three years experience in case of Diploma holder, in a reputed Pharmacy.
4. Not exceeding 45 years as on the closing date for receipt of Application Forms i.e. 16.08.2016 (born between 17.08.1971 and 16.08.1998 both dates inclusive). (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Government)
5. Knowledge of Konkani.

Desirable

1. Knowledge of Marathi.

- II. 1. Designation of post : **Stenographer**
2. Number of posts & : **01 (one)** Un-reserved - 01
reservation
3. Pay Band & Grade Pay : Pay Band -1 ₹ 5200-20200 + Grade Pay ₹ 2400/-
4. Qualifications :

Essential

1. Higher Secondary School Certificate or All India Council for Technical Education approved Diploma awarded by a recognized Board of Technical Education or equivalent qualification from a recognized Institution.
2. Should be Computer Literate.
3. Speed of 100 words per minute in Short Hand and 35 words per minute in typewriting.
4. Not exceeding 45 years as on the closing date for receipt of Application Forms i.e. 16.08.2016 (born between 17.08.1971 and 16.08.1998 both dates inclusive). (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Government)
5. Knowledge of Konkani.

Desirable

1. Knowledge of Marathi.

- III.** 1. Designation of post : **Lower Division Clerk**
2. Number of posts & : 02 (two) Person With disability - 02
reservation
3. Pay Band & Grade : Pay Band -1 ₹ 5200-20200 + Grade Pay ₹ 1900
Pay
4. Qualifications :
- Essential**
1. Higher Secondary School Certificate or All India Council for Technical Education approved Diploma awarded by a recognized Board of Technical Education or equivalent qualification from a recognized Institution.
 2. Should be Computer Literate.
 3. Not exceeding 45 years as on the closing date for receipt of Application Forms i.e. 16.08.2016 (born between 17.08.1971 and 16.08.1998 both dates inclusive). (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Government)
 4. Knowledge of Konkani.
- Desirable**
1. Knowledge of Marathi.
- IV.** 1. Designation of post : **Police Constable (Wireless)**
2. Number of posts & : **53** Un-reserved - 28
reservation **(fifty three)** Scheduled Tribe - 06
Other Backward Class - 15
Ex-Serviceman - 02
Sportsperson - 02
3. Pay Band & Grade Pay : Pay Band -1 ₹ 5200-20200 + Grade Pay ₹ 1900
4. Qualifications :
- Essential**
1. S.S.C.E. or equivalent.
 2. Not exceeding 45 years as on the closing date for receipt of Application Forms i.e. 16.08.2016 (born between 17.08.1971 and 16.08.1998 both dates inclusive). (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Government)
 3. Knowledge of Konkani.
- Desirable**
1. One year professional experience.
 2. Knowledge of Marathi.
- V.** 1. Designation of post : **Barber**
2. Number of posts & : **03 (three)** Ex-Serviceman - 02
reservation Person with Disability - 01
(One Leg/Hearing Handicapped)
3. Pay Band & Grade Pay : Pay Band -1 ₹ 5200-20200 + Grade Pay ₹ 1900
4. Qualifications :
- Essential**
1. IV Standard or equivalent.
 2. Practical experience in any licensed saloon.
 3. Not exceeding 45 years as on the closing date for receipt of Application Forms i.e. 16.08.2016 (born between 17.08.1971 and 16.08.1998 both dates inclusive). (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Government)
 4. Knowledge of Konkani.
- Desirable**
1. Knowledge of Marathi.

- VI.** 1. Designation of post : **Dhobi**
2. Number of posts & : **01 (one)** Ex-Serviceman - 01
reservation
3. Pay Band & Grade Pay : Pay Band -1 ₹ 5200-20200 + Grade Pay ₹ 1900
4. Qualifications :

Essential

1. Should be literate.
2. 03 years practical experience in any licensed laundry.
3. Not exceeding 45 years as on the closing date for receipt of Application Forms i.e. 16.08.2016 (born between 17.08.1971 and 16.08.1998 both dates inclusive). (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Government)
4. Knowledge of Konkani.

Desirable

1. Knowledge of Marathi.

- VII.** 1. Designation of post : **Mess Servant**
2. Number of posts & : **04 (Four)** Un-reserved - 03
reservation Scheduled Tribe - 01
3. Pay Band & Grade Pay : Pay Band -1S ₹ 4440-7440 + Grade Pay ₹ 1300
4. Qualifications :

Essential

1. Should be literate.
2. Practical Experience in the line preferably in any hotel of repute.
3. Not exceeding 45 years as on the closing date for receipt of Application Forms i.e. 16.08.2016 (born between 17.08.1971 and 16.08.1998 both dates inclusive). (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Government)
4. Knowledge of Konkani.

Desirable

1. Knowledge of Marathi

- VIII.** 1. Designation of post : **Nursing Assistant (Armed Police)**
2. Number of posts & : **02 (Two)** Un-reserved - 02
reservation
3. Pay Band & Grade Pay : Pay Band -1S ₹ 4440-7440 + Grade Pay ₹ 1300
4. Qualifications :

Essential

1. VIIIth Pass
2. Not exceeding 45 years as on the closing date for receipt of Application Forms i.e. 16.08.2016 (born between 17.08.1971 and 16.08.1998 both dates inclusive). (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Government)
3. Knowledge of Konkani.

Desirable

1. Knowledge of Marathi

NOTE

I. Age is relaxable to:-

1. SC/ST/Children of Freedom Fighter/Sportsperson by 5 years as on 16.08.2016.
2. OBC by 3 years as on 16.08.2016.
3. SC/ST Sportsperson by 10 years as on 16.08.2016.
4. OBC Sportsperson by 8 years as on 16.08.2016.
5. Person with Disability by 10 years as on 16.08.2016.
6. SC/ST Person with Disability by 15 years as on 16.08.2016.
7. OBC Person with Disability by 13 years as on 16.08.2016.

8. Ex-Serviceman shall be allowed to deduct the period of service in Army, Navy, Air Force, CRPF, BSF, CISF, ITBP and SSB from his actual age as on 16.08.2016.

II. Eligibility for Sportsperson

1. Persons who have represented a State or the Country in the National or International competition in any of the Games/Sports listed below.
2. Persons who have represented their University in the Inter-University Tournaments conducted by the Inter-University Sports Board in any of these Games.
3. Persons who have represented the State School Teams in the National Sports/Games for School conducted by the All India School Games Federation in any of these Games/Sports.
4. Persons who have been awarded National Awards in Physical Efficiency under National Physical Efficiency Drive.

List of Games/Sports

Archery, Athletics(including Track and Field events) Atya-Patya, Badminton, Ball-Badminton, Basketball, Billiards and Snooker, Boxing, Bridge, Carrom, Chess, Cricket, Cycling, Equestrian Sports, Football, Golf, Gymnastics (including Body-Building), Handball, Hockey, Judo, Kabaddi, Karate-DO, Kayaking and Canoeing, Polo, Kho-Kho, Powerlifting, Rifle Shooting, Roller Skating, Rowing, Softball, Squash, Swimming, Table Tennis, Taekwondo, Tennikoit, Tennis, Volleyball, Weight-lifting, Wrestling, Yatching, Ice-skiing, Ice-Hockey and Ice-skating.

III. Eligibility for Person with Disability

The person suffering from not less than 40% of the disability shall be eligible.

- a. The post of Lower Division Clerk is identified suitable for categories of Physical Disabled of (1) BL - Both Leg (2) OL - One Leg (3) B - Blind (4) LV - Low Vision and (5) HH - Hearing Handicapped.
- b. The post of Barber is identified suitable for categories of Physical Disabled of (1) OL - One Leg (2) HH - Hearing Handicapped.

- IV. The candidates should produce a certificate from a recognized Institute having passed Computer Course for minimum 3 months duration covering the basics like Windows Operating System, Microsoft Office etc. to fulfill the requirement of Essential Qualification as mentioned above as "Should be Computer literate" for the post of Stenographer and Lower Division Clerk.

2. The candidates possessing the above mentioned qualifications/documents as on 16.08.2016 and **possessing 15 years Residence Certificate (valid) issued by the Competent Authority, Government of Goa**, may submit their Applications to the Superintendent of Police, Police Headquarters, Panaji-Goa in the prescribed Application Form. The prescribed Application Forms are available at Goa Police Welfare Society, Administrative Block, GRP Camp, Altinho, Panaji-Goa, which can be collected between 09.30 hours to 17.30 hours on all working days.

3. The Application Forms completed in all respects should be personally submitted by the candidate at the counter opened to accept the application forms at Police Headquarters, Panaji-Goa on or before 16.08.2016. **The candidates should produce Passing Certificate of the educational qualification prescribed for the post (not mark list) and Caste/Category Certificate (valid) at the counter while submitting the application form for verification without which application form will not be accepted.** Incomplete Application Forms, Application Forms received after 16.08.2016 and Applications not in prescribed Form will be summarily rejected and no

intimation will be sent to the applicants in this regard. The candidates should minutely go through all the provisions in the advertisement to ensure that he/she is eligible for the posts in terms of requirement of age, educational qualification, experience etc. and only eligible candidates may apply in the prescribed Application Form.

4. The Application Form and Examination Fee for various categories of candidates is as under. The Application Form and Examination Fee paid by the candidate is not refundable:-

1. General Category	-	₹ 200/-
2. SC/ST/OBC/Ex-Serviceman/PWD/CFF	-	₹ 100/-

5. The candidates working in Government Departments/Offices should apply through proper channel in prescribed Application Form only. These Application Forms should also be submitted at the counter opened to accept the application forms at Police Headquarters, Panaji-Goa on or before 16.08.2016. The Application Forms received after 16.08.2016 will be summarily rejected and no intimation will be sent to the applicants in this regard.

6. No certificates/documents are required to be attached with Application Form by the candidate. During the selection process, verification of original certificates/documents will be done. The candidates will have to produce requisite original and valid certificates/documents such as Birth Certificate, passing certificates of educational qualifications, Experience Certificate, Valid Residence Certificate, Valid Caste/category Certificate, Valid Employment Registration Card etc. before the Recruitment Boards. Original certificates/documents will be checked and only eligible candidates will be permitted to the next stage of recruitment process. The candidates who fail to produce the requisite original and valid certificates/documents will be eliminated from the recruitment process and in no case candidates will be allowed provisionally.

7. The candidates who qualify in the documents verification for the posts of **Lower Division Clerk, Police Constable (Wireless) and Nursing Assistant (Armed Police)** will be subjected to Written Examination. The Written Examination shall be of Higher Secondary School Certificate Examination level for the post of Lower Division Clerk, Secondary School Certificate Examination level for the posts of Police Constable, (Wireless) and 8th Standard level for the post of Nursing Assistant (Armed Police). The Written Examination shall be of 100 marks. The distribution of these 100 marks shall be as under:-

1. General Knowledge	-	25 marks
2. General English	-	25 marks
3. Mathematics	-	25 marks
4. Logical Reasoning	-	<u>25 marks.</u>
Total	-	<u>100 marks</u>

8. The candidates who qualify in the documents verification for the posts of **Pharmacist (Armed Police)** will be subjected to Written Examination of 100 marks covering subjects of Pharmacy.

9. The candidates who qualify in the documents verification for the post of **Stenographer** will be subjected to Test to ascertain the speed of 100 words per minute in Short Hand and 35 words per minute in Typewriting which shall be a qualifying test to appear for the Written Examination. The candidates who qualify in Test with speed of 100 words per minute in Short Hand and 35 words per minute in Typewriting shall be subjected to Written Examination of Higher Secondary School Certificate

Examination level of 100 marks. The distribution of these 100 marks shall be as under:-

1. General Knowledge	-	25 marks
2. General English	-	25 marks
3. Mathematics	-	25 marks
4. Logical Reasoning	-	<u>25 marks.</u>
Total	-	<u>100 marks</u>

10. The candidates for the posts of **Barber, Dhobi and Mess Servant** who qualify in the documents verification will be subjected to Practical Test in the relevant trade of **100 marks**.

11. The minimum passing marks in the Written Examination and Practical Test out of 100 marks shall be 35 % i.e. **35 marks**. No representation for re-evaluation of Written Examination paper or re-conduct of Written Examination/Practical Test will be entertained.

12. The final selection of the candidates for the respective posts will be on the basis of the merit in the Written Examination/Practical Test, in the respective category. If two or more candidates scores equal marks in the Written Examination/Practical Test, their merit will be fixed as per date of birth i.e. older candidate will be considered first and where equal marks and same birth date, their merit will be fixed as per higher educational qualification and where equal marks, same birth date and same educational qualification, their merit will be fixed as per the ascending order of the Application Form.

13. The recruitment process for above mentioned posts in 1st, 2nd and 3rd India Reserve Battalion will be done collectively and the selected candidates in the respective posts will be appointed in such a way that 1st candidate selected in the respective category will be appointed in 1st India Reserve Battalion, 2nd candidate in 2nd India Reserve Battalion, 3rd candidate in 3rd India Reserve Battalion, 4th candidate in 1st India Reserve Battalion, 5th candidate in 2nd India Reserve Battalion, 6th candidate in 3rd India Reserve Battalion and so on, as per the Select List".

14. The decision of the Police Department with regard to the matters connected with the recruitment will be final in all respects and the Police Department has full right to make changes in or to cancel the recruitment process without assigning any reasons.

15. The selected candidates will have to undergo prescribed training for specific period at any training centres in India.



(V. U. Borkar)

Superintendent of Police (HQ),
Panaji.