

**CHIEF SIGNAL OFFICER, HEADQUARTERS SOUTH - WESTERN COMMAND**  
**PIN-908546, C/O 56 APO**

**EMPLOYMENT NOTICE**

1. Applications are invited for recruitment of the following posts from citizens of India on probation for a period of two years followed by permanent absorption subject to found suitable during the probation period, with all India service liability (preferably at stations like Bathinda, Mathura, Sriganaganagar, Kota, Bikaner, Suratgarh and Lalgarh Jattan) fulfilling the requisite Qualifications as mentioned below, on a prescribed format. Applications completed in all respect alongwith all the requisite documents, duly self attested / attested by a Gazetted Officer be forwarded to **The Commanding Officer, 572 Sub Group (ASCON), PIN – 916 572, C/o 56 Army Postal Office.**

2. **Post and Pay.** CSBO Gde-II (Civilian Switch Board Operator), Group 'C' Rs 21700/- + allowances (Level-3, Cell-1) as per new pay matrix of 7<sup>th</sup> CPC.

3. **Details of Vacancies** (Number of post likely to change)

SC	ST	ESM	Total	Remarks
04	02	01	07	Appointing authority reserves all the rights for Change in No of vacancies
4. <b>Qualification</b>				
(a) Essential (i) Matric or equivalent from recognized Board (ii) Proficiency in handling Private Board Exchange (PBX) board.				
(b) Desirable (i) Fluency in spoken English / Hindi				
5. <b>Age Limit</b>				
(a) 18 to 30 years for SC & ST category & ESM personnel will be given upper age equal to the service rendered in Army/Navy/Air Force Plus three years. (Crucial date for determining age will be closing date of receipt of application)				
(b) The age relaxation will be applied only in case of candidates who produce valid certificate of caste /category.				
6. <b>Photographs</b> One recent passport size photograph (not more than three months old) is to be pasted on the space earmarked in the application format duly Self attested. Two addition photographs duly self attested (on front side) are to be attached separately with application.				
7. <b>Closing date for receipt of applications</b> 30 Days from the date of publication of this advertisement				
8. <b>Scheme of Examination</b>				
(a) The selection process will be made strictly on merit which will be decided on the basis of marks obtained in <b>Written Test</b> comprising of 100 Marks. Applicants shortlisted for written test will also have to undergo a skill test which will be of qualifying in nature and carries no separate marks.				
(b) <b>Written Test</b> The written Test will comprise of Four parts as given below. The question paper will be bilingual i.e. English and Hindi. However, the question on the portion of English Language subject will be in English only)				
<b>Paper</b>		<b>Subject</b>		<b>Marks</b>
Paper-I		General Intelligence & Reasoning (Objective Multiple Choice Type)		25
Paper -II		General Awareness (Objective Multiple Choice Type)		25
Paper -III		General English (Objective Multiple Choice Type)		25
Paper -IV		Numerical Aptitude (Objective Multiple Choice Type)		25

- (c) No extra weightage will be given for additional/extra/higher qualification for recruitment
- (d) **Skill Test.** Skill test will be conducted to check candidate's proficiency in handling exchange operation and this will be conducted for qualifying purpose only.
- (e) If the number of applications received in response to the advertisement is large and it is not convenient or possible to arrange the examination for the candidates, Chief Signal Officer, Headquarters South-Western Command reserves the right to restrict the number of candidates to a reasonable limit on the basis of percentage of marks obtained in the prescribed minimum essential qualification.
- (f) Merely fulfilling the basic selection criterion does not automatically entitle a person to be called for test.

9. **Important instructions to the Applicants :-**

- (a) Dates of examination & venue will be intimated to the eligible candidates later on through call letter.
- (b) Persons working in Central/State Government/PSU must apply through proper channel alongwith the certificate from their establishment that no disciplinary action is contemplated/pending against them and that they have no objection in releasing them in case of selection.
- (c) Terms of engagement :-
- (i) A Govt servant will retire from service on attaining the age of 60 years;
- (ii) The cases of Govt Servant will be reviewed six months before they attain the age of 55 years or complete 30 years of qualifying service, whichever occurs earlier.
- (iii) New entrants to Govt service, entering on or after 01 Jan 2004 are governed by New Pension scheme.
- (d) The Headquarters Chief Signal Officer Headquarters South-Western Command shall not be responsible for any postal delay or failure.
- (e) The candidates must clearly super-scribe "**APPLICATION FOR THE POST OF CSBO GDE-II**" on the top of the envelope in capital letters. The reserved category candidate's should also write their category (SC or ST or ESM) on the left hand corner of the envelope.

(f) Candidates applying for the post must enclose their supportive documents viz attested copies of Birth Certificate (Matriculation Certificate/Mark Sheet can be produced in lieu), Educational Qualification/Technical Qualification, Experience certificate, Residential Certificate, Caste Certificates in support of their claim of belonging to the reserve category and Two Self addressed envelopes duly affixed requisite postage stamps must be enclosed with the application.

(g) Applications with following deficiencies will be rejected summarily and no correspondence in this regard will be entertained.

(i) Incomplete or unsigned application and without Left/Right Thumb Impression, without photograph on application form.

(ii) Late receipt of application i.e after closing date.

(iii) Submission of supporting documents without duly attested.

(iv) Non submission of two additional photographs duly self attested and mismatch of submitted photographs.

(v) Non submission of two Self addressed envelopes duly affixed requisite postage stamps on each envelope. Non-delivery of letter due to insufficient postage value/stamp will be individuals responsibility.

(vi) Mismatch of information filled in application with regards to their supporting documents.

(vii) Underage/Overage as on last date of submission of application.

(h) The application can be filled by the candidates either in English or Hindi.

(j) No TA/DA will be paid for appearing in the test.

**FORMAT OF APPLICATION**  
**APPLICATION FOR THE POST OF : CSBO (CIVILIAN SWITCH BOARD OPERATOR) GRADE-II**  
**572 SUB GROUP (ASCON). PIN-916572. C/O 56 APO**

Ref News paper \_\_\_\_\_ Advertisement No \_\_\_\_\_ Dated \_\_\_\_\_

**NOTE : ALL THE COLUMNS TO BE FILLED IN BLOCK LETTER ONLY**

Affix latest passport size photograph (not more than 3 months old) duly self attested

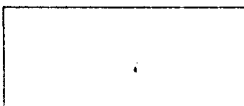
1. Name of candidate (Block Letters) :  
(As written in Matric/SSC Certificate)
2. Father's/Husband's Name :
3. Mother's Name :
4. Sex (Male / Female) :
5. Date of birth :  
(As per Matric certificate)
6. Age as on closing date of receipt of application : \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days
7. Category (SC/ST) :  
(Enclose Caste Certificate on prescribed format and discharge book in case of ESM Candidate)  
(attested copies to be enclose)
8. Nationality & Religion :
9. Postal address for communication (in Block letters) :  
with PIN Code
10. Mobile No Land Line No with STD Code :
11. Experience certificate :
12. Whether Govt Servant if yes, details of post held :  
(Enclose cert showing pay scale and date of entry in Govt Service )
13. Details of Academic/Technical & Professional Qualifications :

Name of the Exam Passed	Year	Name of Recognized University/Board of Examination	Percentage of marks obtained	Division	Remarks

(Attested copies of certificates in support of above to be enclosed)

**DECLARATION**

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false/incorrect or intelligibility being detected before or after the written test/skill test, my candidature will stand automatically cancelled.



(Signature of candidate)

- \* Thumb impression
- \* Left Thumb impression in case of male candidate and Right Thumb Impression in case of female candidate.

**Enclosures :**

- (a) Two self-attested photographs
- (b) Attested copies of certificates : \_\_\_\_\_ sheet

day 10622/11/0096/1617