

**UT Administration of  
Dadra & Nagar Haveli,  
( Staff Selection Board )  
Silvassa**

No. 1/4/2018-SSB/38

Date: 28/06/2018

**ADVERTISEMENT NO - 3**

The UT Administration of Dadra & Nagar Haveli invites online applications from the eligible candidates for the posts mentioned below under the DNH Power Distribution Corporation Ltd, DNH and Forests Department, DNH:

Sr. No.	Name of the post	No. of posts & categories	Educational & other qualifications	Age limits																				
1	<b>Junior Engineer (Electrical),</b> Level-6 in the Pay Matrix (Rs. 35400-112400) (PB-2 + Grade Pay Rs. 4200 pre-revised)	04 (Four)  UR-01 SC-01 ST-01 OBC-01	<b>Essential:</b>  Degree or three year Diploma in Electrical Engineering from any recognized University.	Not exceeding 30 years.  <b>Note:</b> Upper age-limit relaxable in accordance with the instructions or orders issued by the Central Government.																				
2	<b>Accounts Assistant,</b> Level-2 in the Pay Matrix (Rs. 19900-63200) (PB-1 + Grade Pay Rs. 1900/- pre-revised)	03 (Three)  UR-02 ST-01	<b>Essential:</b>  (i) B.COM. with Accountancy from any recognized University. (ii) Knowledge in Computer Operation with typing speed of 35 w.p.m. in English and/ or 30 w.p.m. in Hindi on computer and handling computer software like tally	Not exceeding 25 years.  <b>Note:</b> Upper age-limit relaxable in accordance with the instructions or orders issued by the Central Government.																				
3	<b>Switch Board Operator,</b> Level-2 in the Pay Matrix (Rs. 19900-63200) (PB-1 + Grade Pay Rs. 1900/- pre-revised)	29 (Twenty Nine)  UR-16 ST-12 OBC-01	<b>Essential :</b>  i) SSC (and) ii) National Trade Certificate in the trade of electrician/ wireman (or) iii) National Apprenticeship course in the trade of electrician under Apprenticeship Act, 1961 (or) iv) ITI in the trade of electrician/ wireman from any Govt. recognized institute (and) the selected candidate has to undergo 3 months job training of Switch Board Operator in any place decided by the Corporation	Not exceeding 25 years.																				
4	<b>Forest Guard.</b> Level-3 in the Pay Matrix (Rs. 21700-69100) (PB-1 + Grade Pay Rs. 2000/- pre-revised)	26 (Twenty six) UR-14 ST-12	<b>Essential:</b>  1. Must have passed H.S.C. (Class-12 <sup>th</sup> ) Exam.  2. Physical Standard (minimum): -  i) Sound state of Health, Free from defect/ deformity/ disease, Vision 6/6 without glasses both eyes, free from colour blindness.  ii) Height and Chest  (a) For Males <table border="1" style="margin-left: 20px;"> <thead> <tr> <th rowspan="2">Category</th> <th rowspan="2">Height</th> <th colspan="2">Chest</th> </tr> <tr> <th>Normal (Minimum)</th> <th>Expanded</th> </tr> </thead> <tbody> <tr> <td>Other than ST candidates</td> <td>163 cms</td> <td>79 cms</td> <td>84 cms</td> </tr> <tr> <td>ST candidates</td> <td>158 cms</td> <td>76 cms</td> <td>81 cms</td> </tr> </tbody> </table>  (b) For Females <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Category</th> <th>Height</th> </tr> </thead> <tbody> <tr> <td>Other than ST candidates</td> <td>150 cms</td> </tr> <tr> <td>ST candidates</td> <td>142 cms</td> </tr> </tbody> </table>  iii) Walking Test Male 25 Kms within 4 Hours Female 14 Kms within 4 Hours  3. The Selected candidate on appointment will have to successfully complete the Forestry Training Course within probation period of 02 years, failing which they will not be eligible to draw increment.	Category	Height	Chest		Normal (Minimum)	Expanded	Other than ST candidates	163 cms	79 cms	84 cms	ST candidates	158 cms	76 cms	81 cms	Category	Height	Other than ST candidates	150 cms	ST candidates	142 cms	Between 18 and 27 years.  <b>Note:</b> Upper age-limit relaxable in accordance with the instructions or orders issued by the Central Government.
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2. Online applications may be filled on [www.daman.nic.in/ojas](http://www.daman.nic.in/ojas) by paying fees of Rs. 100/- (Rupees One hundred only) latest by **28/07/2018**. The link for filling up the application form will be activated from **29/06/2018** at [www.daman.nic.in/ojas](http://www.daman.nic.in/ojas) for the above advertised vacancies. The closing date for the applications will be **28/07/2018**.

3. The detailed instructions are available on [www.daman.nic.in/ojas](http://www.daman.nic.in/ojas)

*Soumya*  
( Soumya )  
Joint Secretary (SSB)  
Dadra & Nagar Haveli  
28/6/18

**THE DETAILED INSTRUCTIONS FOR THE APPLICANT APPLYING FOR THE POSTS ADVERTISED FOR DNHPDCL & FORESTS DEPARTMENT. (ADVERTISEMENT No. 3)**

- 1) Candidates should submit the online application within the stipulated time limit.
- 2) Applicant having domicile of Dadra & Nagar Haveli will be given weightage subject to his / her producing Domicile certificate issued by Mamlatdar (Silvassa / Khanvel).
- 3) The selection will be made on the basis of qualifying Computer based examination only. The **Typing Test for the post of Accounts Assistant** as per the norms shown in the advertisement will be of qualifying nature only. Similarly, the **physical examination for the post of Forest Guard** as per the norms shown in the advertisement will be of qualifying nature only.
- 4) There will be 80 questions in the computer based examination carrying 01 mark each. There will be negative marking. For each wrong answer, 0.25 mark will be deducted. 33% will be the passing cut-off in the written / computer based examination. The Merit List will be prepared from 100 marks i.e. 80 marks of computer based examination and 20 marks of Domicile of Dadra & Nagar Haveli. The marks for preparation of Merit List will be awarded only for Computer based Examination and Domicile. No other marks will be awarded. 20 marks for domicile will be added for only those candidates who secure minimum 33% in computer based examination.
- 5) For the Group 'B' Non-Gazetted post of **Junior Engineer (Electrical)**, the candidates belonging to SC / ST / OBC should submit their Caste / Tribe Certificate issued by the Competent Authority.
- 6) For the Group 'C' posts of **Accounts Assistant, Switch Board Operator and Forest Guard**, the benefit of reservation for SCs / STs / OBCs will be available to only those candidates who belong to the SCs / STs category as notified in the Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962 and the Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962 in respect of SCs and STs, and as notified by the UT Administration of Dadra & Nagar Haveli for OBC. The candidates belonging to SC / ST / OBC should submit their Caste / Tribe Certificate issued by the Competent Authority.
- 7) For the post of **Accounts Assistant, age relaxation for 05 years** i.e. upto 30 years will be **available only to candidates of ST category**. Candidates belonging to SC and OBC category will not get any age relaxation as there are no reserved posts for SC and OBC category. The upper age-limit for SC and OBC candidates will be 25 years.
- 8) For the post of **Switch Board Operator, age relaxation for 05 years** i.e. upto 30 years will be **available to candidates of ST and OBC categories**. Candidates belonging to SC category will not get any age relaxation as there are no reserved posts for SC category. The upper age-limit for SC candidates will be 25 years.
- 9) For the post of **Forest Guard, the age relaxation for 05 years** i.e. upto 32 years will be **available only to candidates of ST category**. Candidates belonging to SC and OBC category will not get any age relaxation as there are no reserved posts for SC and OBC category. The upper age-limit for SC and OBC candidates will be 27 years.
- 10) The posts advertised are **found suitable for the below mentioned PH categories:-**
  - (A) **Junior Engineer (Electrical):**
    - (i) OL = One Leg.
    - (ii) HH = Hearing Impaired.
  - (B) **Accounts Assistant:**
    - (i) OL = One Leg.
    - (ii) BL = Both Leg.
    - (iii) MW= Muscular weakness and limited physical endurance.
    - (iv) LV = Low Vision.
    - (v) HH = Hearing Impaired.

*Sanyal*

**(C) Switch Board Operator:**

- (i) PD = Partially Deaf.

**(D) Forest Guard:**

**The post is not found suitable for any category of PH category.**

- 11) The syllabus for the posts will be issued later on.
- 12) The applicants are requested to read the '**User Manual**' and '**Payment Manual**' carefully before filling up the online application form.
- 13) The application fees of Rs. 100/- will be charged for each application. The fees collected will be debited in the account of Staff Selection Board, Dadra & Nagar Haveli only.



( Soumya )

**Joint Secretary (SSB)  
Dadra & Nagar Haveli**