

ADVERTISEMENT NO. HWB/2/2008

LAST DATE OF RECEIPT OF APPLICATION – 31 / 01 / 2009.

Applications are invited for the following posts :

1. POST : SCIENTIFIC OFFICER :

Sr. No.	Name of the Post	Grade	Location of Vacancy	No. of posts	Educational Qualification	Experience	
						No. of years	Area of Experience
1.	Scientific Officer/ Engineer (Chemical)	SO `D`	HWP [Manuguru]	UR - 01	B.E./B.TECH (Chemical) with minimum 60% marks from any recognized university.	Minimum 4 years experience.	In Operation of large scale caustic chlorine (Chlor- Alkali) industry / fertilizer plants / petrochemical industry/pharmaceutical complex involving driers, crystallizers, electrolysis, filters etc /water de- mineralisation plant /utility systems of large chemical industry.
2.	Scientific Officer/ Engineer (Safety)	SO `D`	HWP [Manuguru]	UR - 02	B.E./B.TECH (Chemical/ Safety) with minimum 60% marks AND Diploma in Industrial Safety from any recognized university.	Minimum 4 years experience, out of which two years in Industrial Safety.	Plant Operation & Safety of large scale caustic chlorine (Chlor-Alkali) industry / fertilizer plants / petrochemical industry/pharmaceutical complex involving driers, crystallizers, electrolysis, filters etc /water de- mineralisation plant /utility systems of large chemical industry.
3.	Scientific Officer (Medical-General Medicine)	SO `C`	HWP [Manuguru]	ST - 01	1. M.B.B.S. from a recognised university + relevant Post Graduate Diploma including DRM or equivalent OR 2. M.B.B.S. from a recognised university with one year experience.	Minimum one year institutional experience (Not applicable for MBBS+PGD Candidates) after obtaining registration as Medical Officer (Mandatory Internship will not be counted as experience)	- -

Mode of Selection : Selection will be on the basis of performance in the Interview.

2. POST : Stenographer Grade - II :

Sr. No.	Name of the Post	Location of Vacancy	No. of posts	Educational Qualification
1.	Stenographer Grade II	HWP [Baroda] HWP [Kota] DPS, Mumbai	UR-1 [PH- OH] UR-2 UR-5	i) Matriculation or equivalent ii) Minimum speed of 100 wpm in English Shorthand and 45 wpm in English Typewriting. Desirable: i) Knowledge in Hindi Stenography / Hindi Typing. ii) Knowledge of Computer Application, Data Entry & Data Processing iii) Candidates who qualify in the Stenography test of 120 w.p.m. of 7 minutes duration will rank above the candidates who qualify 100 w.p.m. of 7 minutes duration.

Mode of Selection : Selection will be made on the basis of initial screening and then qualifying in Written Examination, Stenography Test / Typing Test (on Computer) in English and Interview, which will be held in Mumbai.

3. POST : Pharmacist/B :

Sr. No.	Name of the Post	Location of Vacancy	No. of posts	Educational Qualification
1.	Pharmacist/B	HWP [Baroda]	UR – 1	HSC (10+2) + 2 Years Dip. In Pharmacy + 3 months Training in Pharmacy + Registration as Pharmacist with Central or State Pharmacy Council.

Mode of Selection : Selection will be on the basis of performance in the Interview.

4. POST : CATEGORY – I Trainees :

Sr. No.	Discipline	Location of Vacancy & No. of vacant posts	Educational Qualification
1.	Mechanical	HWP [Manuguru] – 02	Diploma / Licentiate in Mechanical / Electrical / Chemical with minimum of 60% marks (3 years after SSC).
2.	Electrical	HWP [Manuguru] – 02	
3.	Chemical	HWP [Manuguru] – 01 HWP [Baroda] – 02 (UR-01; OBC-01)	
4.	Chemistry (Laboratory)	HWP [Baroda] – 02 (SC) HWP [Kota] – 01 (OBC) TDP, HWB, Mumbai – 04 (UR-03; OBC-01)	Minimum 60% Marks in aggregate in B.Sc. with Chemistry as Principal and Physics and Mathematics as subsidiary.

NOTE : For Category – I Trainees :

- The candidates who have passed M.Sc./ Degree in Engineering/AMIE/ equivalent or appearing for M.Sc. / Degree in Engineering/ AMIE/equivalent (final year) will not be considered and hence need not apply.
- Mathematics at HSC (10+2) level is essential for candidates applying for Chemistry (Laboratory).

5. POST : CATEGORY – II Trainees :

Sr. No.	Discipline	Location of Vacancy & No. of vacant posts	Educational Qualification	
1.	Mechanical	HWP [Manuguru] – 01 (UR) HWP [Kota] – 01 (UR)	SSC (10 years of school) or equivalent with a minimum of 60% marks in aggregate PLUS ITI certificate in Mechanical/ Electrical/ Instrument-Mechanic of not less than 2 years duration / NCTVT of not less than 3 years of duration.	
2.	Electrical	HWP [Manuguru] – 01 (UR) HWP [Kota] – 01 (ST)		
3.	Instrument – Mechanic	HWP [Baroda] – 02 (ST)		
4.	Process / Plant Operator	HWP [Man] -15	UR-08; OBC-04; SC-02; ST-01.	Higher Secondary or equivalent examination (10+2 or 12 years schooling duration) with minimum 60% marks in aggregate with Physics, Chemistry, Mathematics and English.

NOTE : For Category – II Trainees :

The candidates who have passed B.Sc./Diploma in Engg. / AMIE / Degree in Engg. / equivalent or appearing for B.Sc. / Diploma in Engg. / AMIE/ Degree in Engg. / equivalent (final year) will not be considered, and hence need not apply.

FURTHER INFORMATION FOR CATEGORY I AND CATEGORY – II TRAINEES :

1.	SELECTION	A written examination of not less than one hour duration (objective type) will be conducted and the successful candidates will be interviewed for selection for imparting Training. The syllabus for the said Examination will be based on subjects at Diploma/B.Sc. level (For Category I) and SSC/HSC/ITI level as the case may be for Category II. Those candidates qualifying in the Written Examination shall be short-listed for Interview on the following day. (Candidates applying for the above post will be given an option to answer in Hindi / English at the time of Written Exam / Interview)
2.	STIPEND DURING TRAINING	For Category I Trainee : Rs. 6,500/- p.m. (consolidated and no allowances are admissible) plus Book Allowance of Rs. 1,500/- (as one time grant). For Category II Trainee : Rs. 4,000/- p.m. (consolidated and no allowances are admissible) plus Book Allowance of Rs. 1,500/- (as one time grant).
3.	DURATION OF TRAINING	One year
4.	POST / GRADE AFTER SUCCESSFUL COMPLETION OF TRAINING	Upon completion of the training, the Trainees will be considered for absorption in one of the following grades depending on the performance during the period of training and interview to be held at the end of the training. For Category I Trainees - Scientific Assistant 'B' For Category II Trainees - Tradesman 'B' or Tradesman 'C' as the case may be. However, Trainees who secure less than the marks prescribed for absorption will not be absorbed and will be discharged from training. Absorption of the Trainees is further subject to availability of vacancies and also subject to the actual requirements. The empanelled Trainees will be offered appointment as and when vacancies occur if they could not be absorbed immediately on completion of training.

5.	SCALE OF PAY AND EMOLUMENTS AFTER ABSORPTION OF CATEGORY I / CATEGORY II TRAINEES AS SCIENTIFIC ASSISTANTS/B; TRADESMAN-B/C :	<p><u>CATEGORY I TRAINEES :</u> Scientific Assistant/B – Pay Band of Rs. 9300-34800 and Grade Pay of Rs. 4200 (PB-2).</p> <p><u>CATEGORY II TRAINEE :</u> Tradesman/B - Pay Band of Rs. 5200-20200 with Grade Pay of Rs. 2000 (PB-1). Tradesman/C - Pay Band of Rs. 5200-20200 with Grade Pay of Rs. 2400 (PB-1).</p>
6.	BOND	The selected candidates will have to execute a bond in the prescribed form to complete the training and serve Heavy Water Board / Heavy Water Plants or any other constituent Unit of DAE, if offered appointment after the training, for a period of 4 years after absorption. A trainee who fails to complete the training or serve the Government for 4 years if offered appointment will be liable to pay to the Government a sum equivalent to entire aggregate amount of stipend received by him during the period of training alongwith interest thereon.
<p>Note : During the period of training and thereafter, the candidates will be required to attend to round-the-clock shift duties. The place of initial Training will be at Heavy Water Plant (Manuguru), Andhra Pradesh. Suitable accommodation will be provided to the Trainees by Heavy Water Plant (Manuguru).</p>		

GENERAL INSTRUCTIONS :

1. Age Limit (as on 01.01.2009) & Scale of Pay :

Name of the Post	Age Limit	Scale of Pay
SO/D	Min 18 Yrs and Max 40 Yrs.	Pay Band of Rs. 15600-39100 with Grade Pay of Rs. 6600 (PB-3). (Plus allowances as admissible under Central Government Rules.)
SO/C	Min 18 Yrs and Max 30 Yrs.	Pay Band of Rs. 15600-39100 with Grade Pay of Rs. 5400 (PB-3). (Plus allowances as admissible under Central Government Rules.) Medical Officers are eligible for Non-practicing Allowance.
Stenographer Grade II	Min 18 Yrs and Max 27 Yrs.	Pay Band of Rs. 9300-34800 with Grade Pay of Rs. 4200 (PB-2). (Plus allowances as admissible under Central Government Rules.)
Pharmacist/B	Min 18 Yrs and Max 30 Yrs.	Pay Band of Rs. 5200-20200 with Grade Pay of Rs. 2800 (PB-1). (Plus allowances as admissible under Central Government Rules.)
Cat I Trainees	Min 18 Yrs and Max 25 Yrs.	As mentioned in Row No. " 2 & 5 " of Further Information for Cat-I & II Trainees
Cat II Trainees	Min 18 Yrs and Max 22 Yrs.	

2. PHYSICAL STANDARDS APPLICABLE TO CATEGORY – I & II TRAINEES ONLY :

- (i) No deformity.
- (ii) Night or Colour blindness shall be a disqualification.
- (iii) Soundness of ear-drums.

Appointment of the selected candidates will be subject to their medical fitness including the soundness of ear drums and suitability to wear the safety gears. Those who do not have the above physical standards and those who have perforated ear drums need not apply.

- (iv) Min height : 160 cms.
- (v) Min weight : 45.5 Kgs.
- (vi) Vision : 6/6 (without wearing glasses or any other aid)

Candidates who are not meeting the above physical standards will not be interviewed.

3. **AGE RELAXATION** :
- a) SCs/STs – Relaxation upto 5 yrs.
 - b) OBCs – Relaxation upto 3 yrs.
 - c) Reservation for Ex-servicemen will be provided as per rules.
 - d) Necessary age relaxation as admissible under rules will be extended to persons with physical disabilities. **(The candidates applying against the reserved vacancies with Locomotor Disability or Cerebral Palsy should have a minimum of 40 percent disability (moderate) certified by the appropriate Medical Board).**
 - e) **Applicable to Stenographer Gr.II :**
Departmental candidates who have rendered not less than 03 years continuous and regular services in the same line or allied cadre as on 01.01.2009 are eligible for relaxation in upper age limit as per Government orders.

Note : Age relaxation will be admissible only for the posts which fall in the Reserved Category.

4. Relaxation in the upper age limit of 5 yrs shall be admissible to persons who had ordinarily been domiciled in Kashmir division of the state of Jammu & Kashmir during the period from 1st day of January 1980 to 31st day of December, 1989 provided that the relaxation in the upper age limit for appearing at any examination shall be subject to the Max number of chances permissible under the relevant rules.

Certificate regarding proof of residence - Any person intending to avail of this relaxation of age limit admissible under rule 3 shall submit a certificate from:

- (a) the district magistrate in the Kashmir division within those jurisdiction he had ordinarily resided; or
- (b) any other authority designated in this behalf by the government of Jammu & Kashmir to the effect that he had ordinarily been domiciled in the Kashmir division of the state of Jammu & Kashmir during the period from the 1st day of January, 1980 to the 31st day of December, 1989.

5. The nature of duties to be performed by the above categories involve working in round the clock shift duties, in operational plants and areas located at various parts of the country.

6. TRAVELLING ALLOWANCE :

FOR SCIENTIFIC OFFICERS : The Outstation Candidates called for interview will be eligible for to and fro rail fare for IInd Class (**GENERAL CLASS**) or actual fare by the shortest route whichever is less, subject to the production of tickets / ticket numbers etc. However, Traveling Allowance is not admissible to those SC/ST candidates who are already in Central/State Government services, Central/State Government Corporation, Public Undertakings, Local Government Institutions and Panchayats.

FOR i) Stenographer Gr.II ii) Pharmacist/B AND iii) CATEGORY I & II TRAINEES : The **Outstation SC/ST Candidates** called for Written Examination / Interview will be eligible for to and fro rail fare for IInd Class (**GENERAL CLASS**) or actual fare by the shortest route whichever is less, subject to the production of tickets / ticket numbers etc. However, Traveling Allowance is not admissible to those SC/ST candidates who are already in Central/State Government services, Central/State Government Corporation, Public Undertakings, Local Government Institutions and Panchayats.

7. Candidates selected against this advertisement are likely to be posted at any of the Heavy Water Plants, but are also liable to serve in any part of India and in any constituent units of the Department of Atomic Energy as may be required in public interest.

8. The candidates appointed will be governed by New Contributory Pension Scheme effective from 01.01.2004.

9. While all candidates irrespective of community/group will be considered against UR vacancies, against community/group quota vacancies only candidates belonging to that community/group will be considered. For this purpose, SC/ST/OBC candidates should furnish Caste Certificate from competent authorities.

In case of OBC, the certificate should specially indicate that the candidate does not belong to the persons/sections (creamy layer) mentioned in Col.3 of the Schedule of the Government of India, Department of Personnel and Training OM No.36033/3/2004-Estt.(res) dated 9.3.2004 and the certificate should be in the prescribed form circulated by Ministry of Personal and Training, Public Grievances and Pensions, Department of Personnel and Training, Government of India.

The candidate belong to SC/ST/OBC should clearly indicate the same in the application (**even when applying for UR vacancy**) and should attach proof of the same in the specified format failing which they will be treated as unreserved and subsequently representations for change of community status will not be entertained.

10. The vacancies shown above are provisional and liable to vary. In case the vacancy position for any category is reduced or even made nil, HWB is not liable to compensate the applicant for consequential damage/loss.

11. In case the response is more, the screening will be restricted to those with higher percentage of marks.

12. Before applying for the post the candidates should ensure that he/she fulfill all the eligibility norms. The candidates should have the requisite Educational/Technical qualifications from recognized University/Institute as on the date of submission of the application and should enclose with their application attested copies by gazetted officer, certificates, mark sheets in support of having the requisite qualification.

13. Persons working under Central / State Government / Public Sector Undertakings / Autonomous Bodies etc. should submit their applications through proper channel. They may, however, send advance copy of the application along with enclosures as detailed above to the address given below. But the advance copy will not be processed unless the original application is received through proper channel.

14. Application which is illegible, incomplete, unsigned, not in prescribed format, without photo of candidate, not having attested xerox copy of certificates is liable to be rejected. If the post applied for is not indicated on the top of the envelope & the application, the same will not be entertained.

15. Written test/Interview will be conducted in Mumbai.

16. Candidates applying for the above posts will be given an option to answer in Hindi / English at the time of Written Exam / Interview.

HOW TO APPLY:

1. Application should be submitted on good quality white A-4 size plain paper and should be in conformity with the format prescribed in proforma given overleaf. Candidates are advised to ensure that the application is legible, **preferably typed in English or Hindi only.**
2. The Candidate's Name, Address with Pin Code, Date of Birth should be written legibly in English in bold capital letters, even if a Candidate fills-in application form in Hindi.
3. The application and the outer cover should be superscribed as "**Application for the post of _____, Code No. of the Post _____ Discipline _____ against Advertisement No. HWB/2/2008**".
4. Only one application should be submitted for on post. If candidate wishes to apply for more than one post [**Eg. Cat-II (Mech) and Cat-II (Process)**], separate application should be submitted for each post.
5. **PHOTOGRAPH:** A recent passport size photograph should be affixed on the right hand top corner of the application. One additional copy of passport size photograph should also be sent along with the application.
6. ATTESTED COPIES OF **CERTIFICATES OF**
 - i) Educational / Technical qualification (supported by appropriate marksheets indicating the subject offered at the examinations).
 - ii) Date of birth proof.
 - iii) Experience Certificates specifically stating the kind of work done should accompany the application.
 - iv) Certificates issued by the Competent Authority regarding their claim that they belong to SC, ST or OBC (Non-Creamy Layer) (validity certificate should have been issued within 3 yrs) in the prescribed proforma.
 - v) Certificate from appropriate authority regarding physical disability (applicable to physically disabled persons only).
 - vi) Discharge from Defence Service (applicable to ex-defence personnel only).
7. Completed application should be sent to the
Administrative Officer-III,
Heavy Water Board, Vikram Sarabhai Bhavan,
4th floor, Anushaktinagar, Mumbai - 400 094
8. This advertisement is available on HWB Website at www.heavywaterboard.org
9. **WARNING:** Applications which are not in conformity with the requirements indicated and which are not in the prescribed form or are not accompanied by the attested copies of certificates, and photograph will be rejected. Mere fulfilling of requirements as laid down in the advertisement does not qualify a candidate for Written Exam/Interview. No correspondence will be entertained with the candidates not called for Written Exam / Interview / Appointment.

CANVASSING IN ANY FORM SHALL BE A DISQUALIFICATION

10. (a) Do you have any physical disability. (If Yes, Specify) : _____

(b) Mention the percentage of disability : _____

11. Educational and professional qualifications from SSC onwards :-

EXAM PASSED	UNIVERSITY / BOARD / INSTITUTION	YEAR OF PASSING	DETAILS OF MARKS			
			SUBJECTS / TRADE	MAX MARKS	MARKS OBTAINED	% MARKS
SSC						
HSC						
DIPLOMA						
BA/B.Com/B.Sc (*√ Applicable)						
B.E. / B.TECH ()						
OTHER QUAL. : ↓						

12. Indicate the course of study if any you are continuing presently :

Course	University / Board / Institution	Full Time/ Part Time	Duration of Course	No. of Semester / Subjects completed	Marks Obtained

13. Experience (particulars of all previous and present employment are to be furnished)

Post Held	Period		Name of the Organisation	Nature of Work	TEMP. / PMT.
	From	To			

(Sr. No. 14 & 15 Applicable to Stenographer Gr-II ONLY)

14. Shorthand Speed : (English) _____
(Hindi) _____

15. (i) Typing Speed : (English) _____
(Hindi) _____

(Sr. No. 16 applicable to CAT-I & II Trainees only)

16. (i) Height _____ Cms. (ii) Weight _____ kgs. (iii) Vision _____

17. Option to answer at the time of Written Exam / Interview : Hindi English

18. Details of relatives employed in DAE or its Constituent Units:-

Sr. No.	Name	Relationship	Unit	Post

19. Are you under any contractual obligation to serve the Central/State Government /any other Public Sector Undertaking/Autonomous bodies? If yes, please furnish full details :

20. Whether the applicant has ever served in Central (including Defence) / State Government/Public Sector Undertaking/Autonomous Bodies and received / is in receipt of any pension, gratuity or employer's share to the Provident Fund? If yes, please furnish full details. _____

21. List of documents (as per check list to be attached to the application) : _____

CHECK LIST FOR THE CANDIDATES

Put '√' in the boxes applicable

1. Copy of the application completed and attached		2. Photograph affixed on the application and an additional copy of photograph attached with application.	
3. Application signed			
5. <u>An attested copy of each of the following certificate is attached :</u>			
a) Date of Birth certificate		b) Caste Certificate (if applicable)	
c) Physical disability certificate (if applicable)		d) Educational & Technical qualification	
e) Experience certificate		f) Discharge Certificate from Defence Services (if applicable)	

DECLARATION:

I hereby certify that the above stated information is factually correct to the best of my knowledge and belief. I have not suppressed any information and in case I have given wrong information or suppressed any fact, then my services are liable to be terminated without giving any notice or reasons thereof. I am not aware of any circumstances which might impair my fitness for the above assignment.

Place : _____

Date : _____

Signature of the Candidate