

**Date & Time of Closing: 18/11/2019 upto 17.00 Hrs.**

**VACANCY NOTICE**

Applications are invited in the prescribed format (on a good quality A-4 size paper using one side only) from eligible Indian Nationals for the post of Navigational Assistant Grade III, and Technician (Electronics) in the Directorate of Lighthouses and Lightships, Goa. Applications completed in all respect along with required enclosures should reach in the office of "**The Director, Directorate of Lighthouses & Lightships, 3<sup>rd</sup> Floor, Cruise Business Centre, Mormugao Harbour, Mormugao, Goa - 403803**" within 45 days from the date of publication of the vacancy in the Employment News.

S. No	Name of the post	Pay level	No. of vacancies				
			UR	SC	ST	OBC*	Total
1	Navigational Assistant Gr. III	PB-15200-20200 GP Rs. 2800 Revised Level 5 (29200-92300) in the pay matrix	01	01	-	01	03
2	Technician (Electronics)	PB-1 5200-20200 GP Rs. 2800 Revised Level 5 (29200-92300) in the pay matrix	-	-	01	-	01

\* Vacancies includes the quota for minorities as notified by Government of India

**i) A) Navigational Assistant Gr. III**

**1) Educational qualification**

Diploma in Electronics or Telecommunication or Electronics and Communication or Electrical and Electronics from a institution recognised by Central Government or State Government.

**2) Age limit**

Between 18 and 27 years.

Age limit shall be reckoned with reference to last date for receipt of application.

**B) Technician (Electronics)**

**1) Educational qualification**

a) **Essential:**

(i) Diploma in Electronics Engineering or Electronics and Communication Engineering or Electrical and Electronics Engineering or a combination of above from a recognised institution or equivalent.

(ii) One year experience in the installation and maintenance of wireless transmitters, receivers, aerial systems and associated power plant.

b) **Desirable:** Experience in the handling of microware equipment is desirable.

**2) Age limit**

Between 18 and 27 years.

Age limit shall be reckoned with reference to last date for receipt of application.

**ii) Age relaxation:**

a) Relaxable for government servants upto 40 years in accordance with the instructions or orders issued by the Central Government from time to time.

b) Relaxable by five years in case of candidates belonging to Scheduled Castes and Scheduled Tribes.

- c) Relaxable by three years in case of candidates belonging to Other Backward Class.
- d) Relaxable by ten years in case of candidates belonging to Physically Disabled people (15 years for SC/ST and 13 years for OBC).
- e) No age relaxation shall be allowed to candidates applying against Unreserved vacancies.

**iii) How to Apply:**

- a) The application must be **submitted through offline mode** in the format as per Annexure (which can be down loaded from the website [www.dgll.gov.in](http://www.dgll.gov.in)) duly filled by the candidate in his/her own handwriting with blue or black ball point pen (not in pencil, fountain pen or gel pen) dated and signed. Only international numerical i.e. 1, 2, 3 etc. should be used. The candidate should affix his/her normal signature in the application form. Application signed in capital/spaced out letter will be treated as invalid.
- b) The candidate's Name, Address with Pin Code, Date of Birth, Father's Name etc should be written legibly in English in bold capital letters.
- c) Photographs: One recent (not earlier than three months from the date of application) colour photograph of size 3.5 cm x 3.5 cm with clear visibility of face and a portion of shoulder should be pasted on the application form in the space provided. The back ground of the photo with white or light colour is more preferable. The face should be at the centre of the photography. The eyes shall be clearly visible in photo. Photo with Cap /Hat and photos taken head covered with clothes (except which is related to religious vow) and photos with goggles, and photos with partial visibility of face are not accepted. Those who are using spectacles for vision correction should take the photo wearing the spectacles. Xerox copy of photograph is not permitted. The candidate should sign in the space provided in the box below photograph. One identical extra colour photograph should be enclosed with the application, indicating candidate's name and category on the reverse of the photograph. Candidate may note that the Director may reject at any stage for pasting old/unclear photograph on the application or for any significant variations between photographs pasted in the application and the actual physical appearance of the candidate.
- d) Applications which are not in prescribed format, illegible, incomplete, unsigned, signed in capital letters, without colour photo of candidate, or received after closing date are liable to be rejected.
- e) The envelope containing the application should be clearly super-scribed "Application for the post of \_\_\_\_\_ (**name of the post applied for**) \_\_\_\_\_".
- f) The envelope should contain only one application form either of the post Navigational Assistant Grade-III or Technician (Electronics).
- g) Separate Application to be forwarded for each post, if the candidate prefer to apply for more than one post in separate envelope.
- h) Applications sent by e-mail shall not be entertained.

**iv) General Instructions:**

- a) Before applying for the post, the candidate should ensure that he/she fulfils all the eligibility norms. The candidate should have the requisite

Educational/Technical qualification from recognized University/Institute as on the closing date. Those awaiting results of the final examination need not apply.

- b) The candidate can also download the application format from the website [www.dgll.gov.in](http://www.dgll.gov.in). The candidates who submit application should send their application sufficiently well in advance so as to reach before the closing date. The Director will not be responsible for any postal delay/wrong delivery etc.
- c) The signature on Application Form, Information Sheet, Answer Sheet, Question Booklet and other places should be identical. Signature at the time of application, written examination and document verification in different style or language may result in cancellation of candidature.
- d) Candidate submitting more than one application for the same post will be summarily rejected.
- e) Candidate should note that only the Date of Birth as recorded in Birth Certificate/Matriculation / Higher School Examination Certificate or an equivalent Certificate as on the date of submission of application will only be accepted.
- f) The number of vacancies indicated in the Vacancy Notification/ Employment news/NCS portal is provisional and may increase or decrease depending upon the actual needs.
- g) The administration reserves the right to cancel the notified vacancies at the discretion and such decision will be final and binding on all.
- h) Date of examination & call letters for written examination will be intimated to the candidates by post. Centre for Examination will be indicated on the admit card. The Examination Centre once allotted will not be changed under any circumstances. The authority will not be responsible for any delay / wrong delivery of call letters. The candidates are advised to visit the website from time to time.
- i) The candidates who are successful in the written examination will be called for certificate verification. No TA or other expenses will be admissible to the candidates for appearing in the written examination / Certificate verification.
- j) Emoluments on initial appointment will be minimum in the pay level plus other allowances as applicable at that time.
- k) All candidates irrespective of community may be considered against UR vacancies. However, against the vacancies earmarked for specific community, only candidates belonging to that community will be considered.
- l) The candidates applying against reserved vacancies should furnish Caste Certificate from competent authorities in the format prescribed by the Central Government from time to time. Further, in case of OBC candidates, the certificates should specifically indicate that the candidate does not belong to the Persons/Sections (Creamy Layer). The OBC candidate should also enclose self-declaration of non-creamy layer status in the prescribed Proforma.
- m) Selected candidates are supposed to serve at any Lighthouse station including remote island locations and liable to be transferred anywhere in India.

**iv) Enclosures:**

The following enclosures as applicable to each individual candidate should be firmly stitched along with the application in given order:

- a) Application form in prescribed format (as given in Annexure)
- b) One copy of identical passport size colour photograph firmly stitched to the application (apart from one copy pasted on the form).
- c) Attested/self-attested copy of Matriculation / High School Examination Certificate or an equivalent Certificate indicating date of birth.
- d) Attested/self attested copy of educational and / or professional qualification (Diploma certificate) prescribed for the post.
- e) Attested/self attested copy of the mark list of all semesters/ years.
- f) Attested Photostat copy of caste certificate from competent authority in the case of reserved candidate.
- g) Self-declaration from OBC candidate regarding non-creamy layer status in the prescribed Proforma.
- h) Disability Certificate by persons with disabilities in prescribed format for appointment of posts under Govt. of India
- i) Ex-Servicemen candidate should submit self-attested Photostat copy of the discharge certificate. They should also enclose the appropriate certificate issued by the competent authority for the equivalence of their educational / technical qualification.
- j) NO OBJECTION CERTIFICATE from the competent authority, if already employed in any Government Department/Public Sector undertakings.
- k) Attested/self-attested Photostat copy of Experience certificates

**iv) Recruitment Process:**

- a) Applications received will be shortlisted on the basis of submitted document.
- b) Written examination contains objective type questions for the prescribed post.
- c) There will be negative mark in written examination and marks shall be deducted for each wrong answer.
- d) The date, time and venue of the written examination will be fixed by the Director and will be intimated to the eligible candidates in due course. Request for postponement of the examination, change of centre/venue will not be entertained under any circumstances.
- e) The stage of examination is single stage examination followed by verification of original documents. Based on the performance of candidates in written examination the candidates will be called for certificate verification. During document verification, the candidates will have to produce their original certificates. The candidature of the candidate not producing the original certificate on the date of verification is liable to be forfeited.

- f) The appointment of selected candidates is subject to his/her passing requisite Medical Fitness Test, final verification of educational and community certificate and verification of antecedent / character of the candidate.

**iv) Serving Employees:**

Candidates serving in any Government Department or Public Sector Undertaking should apply through proper channel or should apply directly to the Director with NO OBJECTION CERTIFICATE from the employer to avoid delay. The last date of receipt of application shall be same as published in the Employment News. Advance copy of the application without NO OBJECTION CERTIFICATE will not be entertained. Application received after closing date and time will also not be accepted.

**iv) Warning**

CANVASSING IN ANY FORM SHALL BE A DISQUALIFICATION.



(b) Technical	Qualification	University/Board	Year of Passing	Subjects	Marks %
Diploma/Degree					

14. Apprenticeship Details (if any):

S. No.	Central or State Govt. establishment/Firm	Apprenticeship		Total Years
		From	To	

15. Experience :

S. No.	Name & Address of Employer	Designation & Scale/Pay	Period	
			From	To

16. Details of previous & present employment held (in chronological order starting from present position backwards) (Attach separate sheet, if required). (For Govt./ PSU employees) :

Name & Address of Employer	Designation & Scale/Pay	Date from	Date To

17. Ex- Servicemen (Ex-SM) :

Date of Enrolment	Date of Attestation	Date of Discharge	Length of Service

18. Do you seek age relaxation (Tick ' v ' in appropriate Box) Yes  No

If yes indication the category

19. Document attached in proof of : indicate ( ' v ' ) in relevant box indicated below) -

- Matric/SSL Certificate (for DOB Proof)
  Qualification/Diploma/Degree
  Mark list of all sem/year  
 Apprenticeship/Engineering Certificate
  No Objection Certificate For Govt./PSU employees
  Discharge Certificate for EX-SM  
 Disability Certificate
  Community Certificate

20. If selected minimum time for joining:

21. Have you ever been detained in police custody? Or convicted by Court of Law? Or any criminal case is pending or contemplated by court of law? If any of this is Yes give complete details thereto on separate paper.

No  Yes

22. Declaration:

" I hereby declare that all the statement made by me in the application are true and complete to the best of my knowledge and belief and nothing has been concealed or suppressed. I also understand that in case, any of my statement is found untrue during any stage of recruitment or thereafter , shall disqualify me for the post and I shall be liable for any action under the extant rules" and my services are liable to be terminated without giving any notice or reason thereof.

Date :

Place:

Signature of Candidate

Application are strictly to be sent by post/courier to **"The Director, Directorate of Lighthouses & Lightships, 3<sup>rd</sup> Floor, Cruise Business Centre, Mormugao Harbour, Mormugao, Goa - 403803."**