

RASHTRIYA MILITARY SCHOOL, AJMER (RAJASTHAN) – 305001
EMPLOYMENT NOTICE FOR THE VARIOUS POSTS OF GROUP 'C' CATEGORY

Applications are invited for the under mentioned posts from citizens of India, who are fulfilling the requisite qualifications/specifications as mentioned below on plain paper duly typed or neatly handwritten in the prescribed format. Applications complete in all respect along with all the requisite documents, duly attested by a Gazetted Officer, should be addressed to the Principal, Rashtriya Military School Ajmer, (Rajasthan) PIN-305001. All applicants to visit www.rashtriyamilitaryschoolajmer.in for complete instructions & application forms as required.

Ser No	Post, Pay Scale & Age	Gp	No. of Posts	Category	Qualification Essential
(a)	Hostel Superintendent, Pay Matrix Level- L/5 Age- 21 to 35 Years	'C'	01	ESM	Essential : Minimum Graduation Degree from a recognized University. Desirable : (a) Proficiency in English and Hindi. (b) Experience in running a Hostel, school, training & coaching children. (c) Proficiency in accounts handling & book keeping. (d) Ability to coach in any major games.
(b)	Mali (MTS), Pay Matrix Level- L/1 Age- 18 to 25 Years	'C'	01	EWS	Essential : Matriculation pass or equivalent from a recognized Board. Desirable : Conversant with the duties of the respective trades with one year's experience in the trade.
(c)	Safaiwala (MTS), Pay Matrix Level- L/1 Age- 18 to 25 Years	'C'	02	OBC-01 SC-01	Essential : Matriculation pass or equivalent from a recognized Board. Desirable : Conversant with the duties of the respective trades with one year's experience in the trade.
(d)	Washerman, Pay Matrix Level- L/1 Age- 18 to 25 Years	'C'	02	UR-01 OBC-01	Essential : (i) Matriculation pass or equivalent from a recognized Board. (ii) Must be able to wash Military/Civilian clothes thoroughly.
(e)	Masalchi, Pay Matrix Level- L/1 Age- 18 to 25 Years	'C'	03	UR-01 ST-01 OBC-01	Essential : Matriculation pass or equivalent from a recognized Board and should be conversant with the duties of Masalchi.
(f)	Table Waiter, Pay Matrix Level- L/1 Age- 18 to 25 Years	'C'	03	SC-01 UR-01 ST-01	Essential : Matriculation pass or equivalent from a recognized Board. Desirable : One year experience in the trade.

1. Note : Abbreviation used : UR-Unreserved, SC-Scheduled Caste, ST-Scheduled Tribes, OBC-Other Backward Classes, EWS-Economically Weaker Section and ESM-Ex-Serviceman.
2. Place of Examination : Rashtriya Military School, Ajmer (Rajasthan).
3. The candidate will be put through a selection process comprising written and skill test. Selection will be made strictly on the basis of merit.
4. Written test will be held on 17 Oct 2021 for those candidates whose applications have been duly accepted on scrutiny and are in receipt of call letter for examination. Skill test for successful candidates for the all categories will be held separately and intimation to this effect will be hosted on school website. Due to ongoing pandemic condition any change in the date and place of the examination will be intimated through school website.
5. **Application form alongwith performa of certificates required to be enclosed by the candidates and other details can be downloaded from our website www.rashtriyamilitaryschoolajmer.in.**
6. Application complete in all respects should reach the school on or before, within 45 days of publishing date of this advertisement in employment News. Demand Draft (DD)/crossed Indian Postal Order (IPO) of value of Rs 100/- in favour of "Principal, Rashtriya Military School, Ajmer" to be attached with application form. Candidates belonging to SC/ST/PH/ESM are exempted from the application fees.
7. The Principal, Rashtriya Military School Ajmer reserves the right to change the number of vacancies, if necessary.
8. If the number of applications received in response to the advertisement is large and is not convenient or not possible to be arranged for the examination, for all the candidates, the Principal, 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 qualifications or desirable qualifications or qualification higher than the minimum prescribed in the advertisement or experience.

IMPORTANT INSTRUCTIONS

1. The number of vacancies mentioned above is provisional. Rashtriya Military School Ajmer reserves the right to change the number of vacancies if necessary.
2. Reservation for ex-servicemen falls under category of horizontal reservation which cut across vertical reservation i.e. reservation for SC/ST/OBC (in what is called interlocking reservation). The person selected against the Ex-serviceman/PH quota has to be placed in the appropriate category of General (unreserved), SC/ST/OBC as the case may be.

Ser No	INFORMATION ABOUT IMPORTANT REQUIREMENTS	
(a)	Age Relaxation	<p><u>Relaxation for age limit:</u></p> <p>(i) The upper age limit relaxable for Govt servants and ex-servicemen candidates as per existing Govt rules in this regard.</p> <p>(ii) For SC/ST candidates five years.</p> <p>(iii) For OBC candidates three years (on production of non creamy layer certificate)</p> <p>(iv) For PH candidates ten years.</p>
(b)	Fees	<p>(i) Crossed Indian Postal Order (IPO) of value of Rs.100/- (Rupees Hundred only) in favour of the Principal, Rashtriya Military School Ajmer. The Postal Order should be issued on or after the date of publication of the advertisement. The application fee is non-refundable.</p> <p>(ii) Candidates belonging to SC/ST/PH and Ex-serviceman are exempted from application fee.</p>
(c)	Photographs	One recent coloured passport size photograph (with date and name) is to be pasted on the space earmarked in the application format. Besides, two additional photographs duly self attested (on front side) are to be enclosed separately with the application.
(d)	Crucial date	The crucial date for determining the age limit shall be the closing date of receipt of application.
(e)	Closing Date	The closing date for receipt of completely filled applications is 45 days from the date of publication in Employment News/Local News paper.
(f)	Enclosures	<p>(i) Single passport size photograph, duly attested by a Gazetted Officer.</p> <p>(ii) Photocopy of all marks sheet, experience certificates, testimonials etc duly attested by a Gazetted Officer.</p> <p>(iii) Two self addressed envelope with Rs.42/- Stamp affixed on them.</p> <p>(iv) Photocopy of Caste Certificate issued by a competent authority duly attested by a Gazetted Officer.</p> <p>(v) Non creamy layer certificate issued by a competent authority in case of OBC duly attested by a Gazetted Officer (should be valid as on date of application).</p> <p>(vi) Certificate of EWS issued by a competent authority duly attested by a Gazetted Officer.</p>

3. **Scheme of Examination for Hostel Superintendent :** The selection will be made strictly on the basis of merit. The selection process will comprise written test. Final merit will be decided on the basis of marks obtained in the written test & subject to qualification in skill test. The question papers of Written Test will be of the level of Essential Qualification and comprise questions based on the nature of employment.

4. **Scheme of Examination for Mali, Safaiwala, Washerman, Masalchi and Table Waiter:**
The selection will be made strictly on the basis of merit. The selection process will comprise of written test and skill test. Final merit will be decided on the basis of marks obtained in the written test and subject to qualification in skill test.

Paper	Subject	No of Questions	Marks	Duration of Examination
Paper-I	General Intelligence & Reasoning (Objective Multiple Choice Type)	25	25	
Paper-II	General Awareness (Objective Multiple Choice Type)	50	50	
Paper-III	General English (Objective Multiple Choice Type)	50	50	
Paper-IV	Numerical Aptitude (Objective Multiple Choice Type)	25	25	

The question papers of Written Test will be bilingual i.e. English and Hindi. However, the questions on the portion of English Language subject will be in English only.

5. Skill test will be as per discretion & testing by school authorities, for which questions/practical tests will be based on the nature of employment.

6. **Syllabus for Examination for Mali (MTS), Safaiwala (MTS), Washerman, Masalchi and Table Waiter:**

(a) **General Intelligence:** The question will be of 10th standard and would include questions of non-verbal type. The test may include questions on analogies, similarities and differences, space visualizations, problem solving, analysis, judgment, decision making visual memory, discrimination, observation, relationship concepts, figure classification, arithmetical number series, non-verbal series. The test will also include questions designed to test the candidate's abilities to deal with abstract ideas and symbols and their relationship, arithmetical computation and other analytical functions.

(b) **General Awareness:** The questions will be of 10th standard. The questions will be designed to test the ability of candidate's general awareness of the environment around him/her and its application to society. Questions will also be designed to test knowledge of current events and of such matters of everyday observation and experience in their scientific aspects as may be expected of 10th standard person. The test will also include questions relating to India and its neighboring countries especially pertaining to Sports, history, Culture, Geography, Economic Scene, General Polity including Indian Constitution, and Scientific Research etc. These questions will be such that, they do not require a special study of any discipline.

(c) **Numerical Aptitude:** This paper will include questions on problems relating to Number systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental Arithmetical Operations, Percentages, Ratio and Proportion, Averages, Interest, Profit and Loss, Discount, use of Table and Graphs, Mensuration, Time and Distance, Ratio and Time, Time and Work etc.

(d) **English Language:** The questions will be of 10th standard. Candidate's understanding the Basics of English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage, etc. his/her writing ability would be tested.

7. **Important Instructions to the Candidates/Applicants:**

- (a) Candidates appearing for written test/skill test will travel & stay on their own expenses/arrangements.
- (b) Persons working in Central/State Govt/PSU must apply through proper channel along with 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) **New entrants to Government Service, entering on or after 01 Jan 2004 are governed by the New Defined Contribution Pension System (known as New Pension Scheme).**
- (d) The Principal, Rashtriya Military School Ajmer shall not be responsible for any postal delay or failure.
- (e) The Principal, Rashtriya Military School Ajmer reserves the right to change the number of vacancies if necessary.
- (f) The candidates must clearly superscribe "Application for the post of _____" on the top of the envelope in Capital letters. The reserved category candidate including ex-servicemen and PH should also write their category on the left hand corner of the envelope.
- (g) Ex-servicemen certificate should have been issued by the Competent Authorities. A copy of Discharge Certificate should also be enclosed. The Ex-servicemen candidate applying for the post should also have to give an Undertaking in the format given below as Appendix-I.
- (h) Candidates applying against a reserved post must enclose supportive documents viz caste certificate, disability certificate, non-creamy layer certificate in case of OBC etc. in support of their claim of belonging to the reserved category. Only self attested copies of certificates in support of Educational Qualification/Technical Qualification, Experience, caste, date of birth, PH and ex-servicemen are to be enclosed with the application.
- (j) Incomplete or unsigned application and without Left/Right Thumb Impression or applications not accompanied by attested copies of certificates or application received at Rashtriya Military School, Ajmer after the last date of receipt of application or without two additional photographs duly self – attested or not adhering to instructions mentioned will be summarily rejected and no correspondence in this regard will be entertained.
- (k) The applications can be filled by the candidates either in English or Hindi.

8. **Caution to all Applicants**

Some unscrupulous elements may approach you with the assurance of procuring appointment for you in the Rashtriya Military School Ajmer through illegal gratification. You must not fall prey to such elements in any way. It is emphasized and reassured that the selection test and exercise will be done on merit only in a transparent manner.

(Administrative Officer)
Rashtriya Military School
AJMER

**PROFORMA OF APPLICATION FOR THE VARIOUS POSTS IN GROUP "C" CATEGORY IN
RASHTRIYA MILITARY SCHOOL (RMS) AJMER**

Application for the post of

Ref : Newspaper.....Advertisement No.....Dated.....

To

The Principal
Rashtriya Military School
Ajmer (RAJ)
Pin -305001

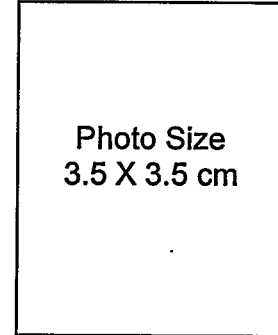


Photo Size
3.5 X 3.5 cm

1. Full Name (in Block Letters):(Eng).....
(As written in SSC Certificate)
(Hindi).....
2. Father's/Mother's /Husband's Name (in Block letters):.....
3. Date of Birth (as per the School Certificate):.....
4. Age (as on last date of receipt of application):..... Years.....months.....days.
5. Write category to which you belong to SC/ST/OBC/EWS):.....
(Enclose certificate in prescribed format)
6. Whether ex-serviceman, if yes give details i.e. length of service along with
service discharge certificate.....
7. Whether Physically Handicapped (also indicate the type of disability)
.....
8. Nationality :.....
9. Religion :.....
10. Address and Pin code in full for communication with nearest Railway Station
(Mandatory).....
.....
11. Telephone No./Mob. No :(Mandatory)
12. E-mail ID :(Mandatory)

Contd....2/-

13. Details of Academic/Technical & Professional Qualifications :

Name of the Exam Passed	Year of Passing	Name of Recognized University/Board of Examination	% of Marks obtained	Division	Remarks

(Attested copies of certificate in support of above are to be enclosed)

14. Experience if any (please attach certificate):.....

15. Whether Govt Servant, if yes, give details of post held, pay Scale and Date of entry in Govt Service :

16. Whether registered in employment office, if yes, give details

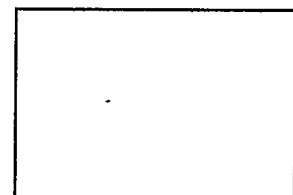
Declaration

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 ineligibility being detected before or after the written test/Skill test my candidature will stand automatically cancelled.

(Signature of the candidate)

Name:.....

- Encls: (a) Two Self-Attested Photographs
(b) Postal Order/DD No.....& Date.....for Rs.100.
(c) Attested copies of certificate: () sheets



(Left Thumb Impression of Male candidate
(Right thumb impression in case of
female candidate)

Declaration of OBC candidates only

(Similar endorsement should be given in the caste certificate from the competent authority)

I,.....Son/Daughter of Shri.....
Resident.....of Village/Town/City.....
District.....State..... Hereby declare than I belong to the
.....community which is recognized as a backward class by the
Government of India for the purpose of reservation in services as per orders applicable to the
concerned State. It is also declared that I do not belong to persons/Sections/Creamy Layer.

Place:

(Signature of the Candidate)

Name:.....

Date:

Declaration of SC/ST candidates only

(Similar endorsement should be given in the caste certificate from the competent authority)

I,.....Son/Daughter of Shri.....
Resident.....of Village/Town/City.....
District.....State..... Hereby declare than I belong to the
.....community which is recognized as a SC/ST by the Government of
India for the purpose of reservation in services as per orders applicable to the concerned State.

Place:

(Signature of the Candidate)

Name:.....

Date:

Declaration of EWS candidates only

I, son/daughter/wife of permanent resident of Village/Street Post Office District in the State/Union Territory Pin Code belongs to Economically Weaker Sections, since the gross annual Income* of my family** is below Rs 8 lakh (Rupees Eight Lakh only) for the financial year My family does not own or possess any of the following assets*** :

- I. 5 acres of agricultural land and above;
- II. Residential flat of 100 sq ft and above;
- III. Residential plot of 100 sq yards and above in notified municipalities;
- IV. Residential plot of 200 sq yards and above in areas other than the notified municipalities.

2. I, belongs to the caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

Place : (Signature of the Candidate)

Name:.....

Date :

Note : Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2. The term "family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

***Note 3. The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

FORM OF UNDERTAKING TO BE GIVEN BY CANDIDATES APPLYING FOR CIVIL POSTS UNDER EX-SERVICEMEN CATEGORY

I understand that, if selected on the basis of the recruitment/examination to which this application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the appointing authority that I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen (Re-employment in Central Civil Services and Posts) Rules, 1979, as amended from time to time.

I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-Servicemen in regard to the recruitment covered by this examination, if I have at any time prior to such appointment secured and employment on the Civil side(including Public Sector Undertaking, autonomous Bodies/Statutory Bodies, Nationalized Banks, etc) by availing of the concession of reservation of vacancies admissible to Ex-Servicemen.

Place : (Signature of the Candidate)

Name:.....

Date :

Government of
(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No

Date :

VALID FOR THE YEAR

This is to certify that Shri/Smt/Kumari son/daughter/wife of permanent resident of Village/Street Post Office District in the State/Union Territory Pin Code whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual Income* of his/her family** is below Rs 8 lakh (Rupees Eight Lakh only) for the financial year His/her family does not own or possess any of the following assets*** :

- I. 5 acres of agricultural land and above;
- II. Residential flat of 100 sq ft and above;
- III. Residential plot of 100 sq yards and above in notified municipalities;
- IV. Residential plot of 200 sq yards and above in areas other than the notified municipalities.

2. Shri/Smt/Kumari belongs to the caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

Signature with seal of office

Name

Designation

Recent Passport
size attested
photograph of the
applicant

Note : Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2. The term "family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

***Note 3. The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.