

# VACANCIES AT AURANGABAD CANTONMENT BOARD

## AURANGABAD CANTONMENT BOARD

Bungalow No. 10, Opposite English Holy Cross School

Cantonment, Aurangabad.- 431002

Tele No. (0240) 2370806, Fax. No. 0240 - 2370644

Name of post	No. of Vacancies	Category	pay-band Grade pay	Minimum Qualification
Junior Clerk	04	OBC - 1 ST - 1 GEN - 2 (Unreserved)	5200 - 20200 GP - 1900	1. Graduation in any stream from Govt. Recognized University. 2. MS-CIT Certificate ( has to be submitted within six month of joining) 3. Additional qualification like typing, shorthand etc would be given weightage.

**Note :** 1. Number of posts may increase or decrease. The sole decision for this will remain with appointing authority.

2. Waiting list of candidates as per merit will remain valid for one year after completion of final selection process.

**Instruction**

**1. Schedule of Exam :**

- (i) Last date of submitting application is : 21/01/2014
- (ii) Tentative date of written test : 23/02/2014

**2. Age Limit :**

Maximum age on : 21/01/2014 should be 25 for general, 28 for OBC and 30 for ST candidates

**3. Required Documents :**

- (i) Date of birth proof : 10<sup>th</sup> Class certificate from recognize Board of Education
  - (ii) All certificates of educational and professional qualifications.
  - (iii) OBC / SC / ST certificate as applicable for CENTRAL GOVERNMENT EMPLOYMENT along with Non Creamy layer certificate wherever applicable.
4. Those working in government Establishment, public sector Undertaking, and Autonomous bodies should apply through proper channel.
5. The selection will be based on written test / interview to test the candidates capabilities of logic, analysis and comprehension and arithmetical ability. Candidates skill on computers and communication both oral and written would also be tested. Written test will be objective type having question on general knowledge, English language, information technology T, reasoning and quantitative ability and current affairs.

6. The candidates registered in Employment office, District social welfare Office, Aainik Welfare office etc should also send the application through online process.

7. No allowance will be paid to candidate on account of attending written test or interview.

8. **Fees :** For candidates of GENERAL / OBC category ----- Rs. 300/-  
For SC / ST category ----- Rs. 150/-

**9. How to apply :**

**Application for the post of Jr. Clerk be made in** prescribed format only through online process. The prescribed application form will be available on website <http://oasis.mkcl.org/cantonment> from 15/12/2013. The candidate shall fill the necessary information in the application and take print of computer generated chalan. candidate should submit exam fee in any branch of state bank of india (SBI) by submitting chalan. candidate shall retain copy of chalan deposited in Bank and filled application form with him / her and should produce the same as and when required at every stage of selection process. candidate can fill on line application form from authorized centers of MKCL or any internet cafe.

10. During selection process, no correspondence will be made with un successful candidates.

11. No postal correspondence will be made with any candidate throughout recruitment process. The communication will be through website only.

12. Details regarding selection process and important instructions will be available on <http://oasis.mkcl.org/cantonment> Website

- Note:**
- 1. if the candidate try to influence recruitment procedure at any stage or found to be using inappropriate methods or try to disrupt / divert recruitment process will be debarred from recruitment.
  - 2. Candidature of applicant will be provisional unless all condition of eligibility criteria are proved by submitting all required document.
  - 3. All rights regarding rejection of applications, change in recruitment procedure and its schedule, final selection of candidate and adopting such necessary changes in recruitment procedure are reserved with appointing authority.

NO 78 / CB / GEN / COM / 21  
OFFICE OF THE CANTONMENT BOARD  
AURANGABAD.431002  
Dt. 21 NOVEMBER. 2013

**Sd/-**  
( PAWAR VIDYADHAR VASUDEO )  
CHIEF EXECUTIVE OFFICER,  
CANTONMENT BOARD, AURANGABAD.