



India Government Mint, Hyderabad

(A unit of Security Printing and Minting Corporation of India Ltd)

Miniratna Category-I, CPSE

Wholly owned by Government of India

IDA, Phase-II, Cherapally, (R. R. District), Hyderabad – 500 051 (A.P.)

Website <http://igmhyderabad.spmcil.com>

EMPLOYMENT NOTIFICATION No. - I-240/2014/Admn./Recruitment/2423

India Government Mint, Hyderabad, one of the nine units of the Security Printing and Minting Corporation of India Ltd. (SPMCIL), a Miniratna Category-1, Central Public Sector Enterprise, wholly owned by Government of India, was incorporated on 13.01.2006 under the Companies Act, 1956 with the objective of designing, manufacturing, printing security papers, currency and bank notes, non-judicial stamp papers, minting of coins, postage stamps, etc. SPMCIL is under the administrative control of Ministry of Finance, Government of India with its Registered and Corporate Office at Jawahar Vyapar Bhavan, Janpath, New Delhi - 110 001. It has four Mints at Mumbai, Kolkata, Hyderabad, Noida and four Currency/Security Printing Presses at Nashik, Dewas, and Hyderabad besides a high quality paper manufacturing Mill at Hoshangabad.

With above back grounds, India Government Mint, Hyderabad, (A.P.), which is engaged in minting of coins and non-coinage activities like medal manufacturing etc., invites applications for filling up of following posts:

Post Code	Post Name	Cadre	Scale of Pay (in CDA)*	No. of Post(s)	Age Limit as on 1 st March 2014
1	Junior Technician (Die Medal Press Operator)	Industrial Workmen (W-I)	₹ 5200-20200 + ₹ 1800/- Grade Pay	2 (UR)	18-25 years
2	Junior Technician (Fitter)	Industrial Workmen (W-I)	₹ 5200-20200 + ₹ 1800/- Grade Pay	6 (UR-2, SC-1, ST-1, OBC-2)	18-25 years
3	Junior Technician (Mill Wright)	Industrial Workmen (W-I)	₹ 5200-20200 + ₹ 1800/- Grade Pay	5 (UR-3, ST-1, OBC-1)	18-25 years
4	Junior Technician (Plumber)	Industrial Workmen (W-I)	₹ 5200-20200 + ₹ 1800/- Grade Pay	1(UR)	18-25 years
5	Junior Technician (Electrician)	Industrial Workmen (W-I)	₹ 5200-20200 + ₹ 1800/- Grade Pay	5 (UR-2, SC-1, OBC-2)	18-25 years
6	Junior Technician (Turner)	Industrial Workmen (W-I)	₹ 5200-20200 + ₹ 1800/- Grade Pay	1(SC)	18-25 years
7	Junior Technician (Machinist)	Industrial Workmen (W-I)	₹ 5200-20200 + ₹ 1800/- Grade Pay	2(UR-1, OBC-1)	18-25 years
8	Junior Technician (Carpenter)	Industrial Workmen (W-I)	₹ 5200-20200 + ₹ 1800/- Grade Pay	1 (OBC)	18-25 years
9	Junior Technician (Gold Smith)	Industrial Workmen (W-I)	₹ 5200-20200 + ₹ 1800/- Grade Pay	2 (UR)	18-25 years
10	Junior Technician (Motor Mechanic / Fork Lift Driver)	Industrial Workmen (W-I)	₹ 5200-20200 + ₹ 1800/- Grade Pay	2 (UR)	18-25 years
11	Junior Technician (Fire Fighter)	Industrial Workmen (W-I)	₹ 5200-20200 + ₹ 1800/- Grade Pay	3 (UR-1, SC-1, OBC-1)	18-25 years
12	Dispensary Assistant	Classified (W-1 level)	₹ 5200-20200 + ₹ 1800/- Grade Pay	1 (UR)	18-27 years
13	Hindi Typist	Classified (W-2 level)	₹ 5200-20200 + ₹ 1900/- Grade Pay	1 (OBC)	18-27 years

* The scales are presently in CDA pattern of pay scales but shall be changed into IDA pattern of pay scales.

FULL FORM OF ABBREVIATIONS (LEGENDS):-

UR = Unreserved	SC = Scheduled Caste	ST = Scheduled Tribe
OBC = Other Backward Class	Ex. SM = Ex. Serviceman	PH = Physically Handicapped

NOTE:

20% posts will be reserved for Ex-servicemen and 1% reserved for Physically Handicapped (visually handicapped) candidates against the above categories of 30 industrial workmen posts.

Post reserved for Physically Handicapped (visually handicapped) candidates and Ex-Servicemen will be adjusted by Horizontal reservation i.e., the selected candidates will be adjusted against the categories of UR/SC/ST/OBC to which they belong.

QUALIFICATION & EXPERIENCE:

- JUNIOR TECHNICIAN (DIE MEDAL PRESS OPERATOR) (POST CODE-1) Essential:** Matriculation / SSC pass with full time I.T.I certificate in Die Heat Treatment Trade. **Desirable:** Diploma Holders.
- JUNIOR TECHNICIAN (FITTER) (POST CODE-2) Essential:** Matriculation / SSC pass with full time I.T.I certificate in Fitter Trade. **Desirable:** Diploma Holders.
- JUNIOR TECHNICIAN (MILL WRIGHT) (POST CODE-3) Essential:** Matriculation / SSC pass with full time I.T.I certificate in Mill Wright Trade. **Desirable:** Diploma Holders.
- JUNIOR TECHNICIAN (PLUMBER) (POST CODE-4) Essential:** Matriculation / SSC pass with full time I.T.I certificate in Plumber Trade. **Desirable:** Diploma Holders.
- JUNIOR TECHNICIAN (ELECTRICIAN) (POST CODE-5) Essential:** Matriculation / SSC pass with full time I.T.I certificate in Electrical Trade. **Desirable:** Diploma Holders.
- JUNIOR TECHNICIAN (TURNER) (POST CODE-6) Essential:** Matriculation / SSC pass with full time I.T.I certificate in Turner Trade. **Desirable:** Diploma Holders.
- JUNIOR TECHNICIAN (MACHINIST) (POST CODE-7) Essential:** Matriculation / SSC pass with full time I.T.I certificate in Machinist Trade. **Desirable:** Diploma Holders.
- JUNIOR TECHNICIAN (CARPENTER) (POST CODE-8) Essential:** Matriculation / SSC pass with full time I.T.I certificate in Carpenter Trade. **Desirable:** Diploma Holders.
- JUNIOR TECHNICIAN (GOLD SMITH) (POST CODE-9) Essential:** Matriculation/SSC pass, 3 years practical experience on Gold & Silver works in reputed jeweler shop/factory.
- JUNIOR TECHNICIAN (MOTOR MECHANIC / FORK LIFT DRIVER) (POST CODE-10) Essential:** Matriculation/SSC pass with heavy duty vehicle driving licence. Must possess valid driving licence for Motor vehicle and must have knowledge of Motor mechanism and experience of driving a motor car/van for at least 3 years in reputed firms/factory etc.
- JUNIOR TECHNICIAN FIRE FIGHTER (POST CODE-11) Essential:** Matriculation/SSC pass. **Certificates in Fireman training from a recognized institution. Minimum Height 5'5" (165 cms.) and Chest 31"-33" (79-84 cms.). Each eye must have a full field vision. Colour blindness, squint or any morbid conditions of the eye shall be deemed to be a disqualification.**
- DISPENSARY ASSISTANT (POST CODE-12):** Essential: Middle School (8th standard) pass with English as one of the subjects. **Training in First Aid and Dressing. Desirable: One year practical experience in dressing and dispensing. Two years' service as Home Guard or Civil Defence volunteer and Training in Basic and Refresher Course in Home Guard or Civil Defence.**
- HINDI TYPIST (POST CODE-13):** Essential: (1) Pass Matric/Higher Secondary (2) Speed of 30 words per minute in Hindi typing (3) Working knowledge of Computers. (4) English typing knowledge.

RELAXATIONS FOR AGE LIMIT:

Upper age limit relaxation is as under:

- Up to a maximum of 5 years for SC/ST candidates.
- Up to a maximum of 3 years for candidates belonging to OBC.
- Up to a maximum of 10 years if the candidate is a physically handicapped person.
- For candidates belonging to SC/ST who are physically handicapped, the maximum age relaxation is 15 years.
- For candidates belonging to OBC who are physically handicapped, the maximum age relaxation is 13 years.
- Up to a maximum of 3 years for Ex- Servicemen (8 years for SC/ST and 6 years for OBC candidates). This is in addition to the period of their service as per orders and instructions in force by the Central Govt.
- Relaxation in the case of Government Servants as per orders and instructions in force by the central govt.
- Up to 40 years in the case of departmental candidates with 3 years continuous service (in case of SC/ST 45 years, for OBC 43 years)
- For any other category the age relaxation as per Govt. rules as promulgated from time to time.
- The aforesaid reservation/relaxation is not applicable to OBC candidates falling within the creamy layer.

SELECTION PROCEDURE FOR ALL THE ABOVE POSTS

- For Junior Technician (in different trades) for Post Code 1 to 11 consists of (a) Written Test, (b) Trade Test and/or Personal Interview.
- For Dispensary Assistant (Post Code 12) consists of (a) Written Test, (b) Personal Interview.
- For Hindi Typist (Post Code 13) consists of (a) Written Test, (b) Hindi Typing Test and (c) Personal Interview.
- The venue and schedule of written test will be intimated to individual applicant along with the Admit Card which will be placed on the website link <https://jobapply.in/minthyderabad> and also sent by ordinary post.
- The written test will consist of 100 objective type questions on which 50 questions will be of General aptitude and 50 questions respective trade related. Duration of the written test will be 120 minutes (2 hours).
- The written test will be conducted at Hyderabad, Andhra Pradesh only. On the basis of performance in the written test candidates will be shortlisted for the Trade Test/Typing Test/Personal Interview.
- The decision of the management in all matters regarding eligibility, conduct of written examination, typing test (as applicable), trade test, interview and selection will be final and binding on the candidates and no correspondence will be entertained in this regard.

HOW TO APPLY - TO APPLY FOLLOW THE STEPS GIVEN BELOW:

- Candidates can submit their applications either by OFF LINE MODE or ON LINE MODE as per details given below.
 - OFF LINE Application in the prescribed format downloaded from the website <https://jobapply.in/minthyderabad> complete in all respects.
 - ON LINE Application can be submitted on the website <https://jobapply.in/minthyderabad> Detailed instructions are given on the website. Candidates are required to apply online, take print out of auto generated filled in application format, paste their photographs at the appropriate places, put their signature at the designated places and send it to Post Box No. 3076, Lodi Road, New Delhi-110 003 along with prescribed Application Fee (if applicable) and copies of testimonials, through ordinary post only.
- The outer cover should be super-scribed with "Post Applied For & Post Code".
- A non-refundable Bank Demand Draft for Rs.100/- (Rupees One hundred only) drawn in favour of General Manager, India Government Mint, Hyderabad, payable at Hyderabad is to be enclosed. Candidates are advised to write their name and post applied for on the reverse of the DD. No application fee need be paid by candidates belonging to SC/ST/PH category.

- The application should be accompanied with attested copies of certificates in support of educational qualification, age and experience. Candidates belonging to SC/ST/OBC (Non-Creamy Layer) should furnish the attested copy of the caste certificates issued by the Competent Authority to that effect. OBC (Non-Creamy Layer) candidates are also required to submit a self-undertaking to that effect.
- Please note that the candidature of candidate shall be cancelled if he/she submits more than one application forms for the same post.
- Application can be submitted by a candidate only once and against only one of the posts, which means that a candidate can apply for any one post only. Hence you are advised to apply for the post most suitable to your Qualification, Experience, etc.
- Duly completed application should be sent by ordinary post to reach the post Box No. 3076, Lodi Road, New Delhi - 110003 within 21 days from the date of publication of this advertisement. Applications received late/incomplete will be rejected. India Government Mint, Hyderabad management will not be responsible for any postal delay/ loss of document during the transit. No correspondence in this regard will be entertained. India Government Mint, Hyderabad will also not take responsibility to connect any certificate/remittance sent without application form. Any deviation from the prescribed format will result in rejection of the application.

ADMIT CARD/ CALL LETTER

The admit cards of Written Test and Call letter for Trade Test/Typing Test/ Personal Interview of the provisionally eligible/shortlisted candidates will be uploaded on the website link <https://jobapply.in/minthyderabad> and will also be dispatched to individual candidates by ordinary post. Candidates are requested to download the same from the website as per the schedule given on the website.

GENERAL INFORMATION AND INSTRUCTIONS

- Mere conformity to the job requirement will not entitle a candidate to be called for the written test/interview/trade test/typing test. Management reserves the Right to reject the application without assigning any reason and to raise the standard of specification to restrict the number of candidates to be called for written test/ personal interview/ trade test/typing test. The recruitment process can be cancelled/suspended/terminated without assigning any reasons. The decision of the India Government Mint, Hyderabad management will be final and no appeal will be entertained.
- Only SC/ST candidates called for personal interview will be reimbursed II Class Sleeper (Non-AC) train fare/bus fare on production of Railway/Bus Ticket for journey by the shortest route from their starting station or mailing address, whichever is nearer to the place of interview, subject to the distance being not less than 30 KMs for both ways.
- Applications that are not in conformity with the requirements indicated in this advertisement, incomplete applications and those received after the last date and also, applications not accompanied with requisite demand draft (DD) will not be entertained.
- Wherever applicable, candidates should send their applications through proper channel. The employees of Central/State Govt./PSUs/Corporations etc. must apply through proper channel in the prescribed form and also should produce the No Objection Certificate (NOC) from their Competent Authority at the time of written test/ personal interview.
- Age Relaxation: The upper age limit specified in the advertisement is for General (UR) candidates. Relaxation in upper age limit to SC/ST/OBC/PH/Ex-Servicemen shall be as per Govt. Rules.
- Reservation shall be provided to SC/ST/OBC/PH/Ex-Servicemen as per Govt. rules.
- Maximum age limit for the departmental candidates with three years continuous service: the extent of age limit will be General category 40 years, OBC-43 years and SC/ST-45 years.
- Candidates are liable to transfer on temporary/permanent basis anywhere in India at the sole discretion of the Management.
- Canvassing in any form will be a disqualification.
- The scales are presently in CDA pattern of pay scales but shall be changed to IDA pattern of pay scales.
- The last date for receipt of application is 21 days from the date of publication.
- The crucial date for determining the age will be as on 01.03.2014
- Mint Management reserves the right to fill up the posts or alter the number of posts or even to cancel the whole process of recruitment without assigning any reasons thereof.
- The General Manager, India Government Mint, Hyderabad reserves the right to call only those candidates, who according to his decision are suitable for the post and mere eligibility will not entitle any candidate for being called for personal interview or selection. In case large numbers of applications are received, the General Manager reserves the right to restrict/shortlist the candidates to be called for written test/ interview based on merit in particular trade qualification.
- The posts notified shall be increased or decreased as per the need/ requirement. The recruitment process for the posts or any particular post(s) can be cancelled/ suspended/ terminated without assigning any reasons. The decision of the management will be final and no appeal will be entertained.
- The decision of India Government Mint, Hyderabad in all matters regarding eligibility, conduct of written examinations, trade test/ interview and selection will be final and binding on the candidates and no correspondence will be entertained in this regard.
- Management reserves the right to call for any additional documentary evidence in support of educational qualification and experience of the applicant.
- For any disputes the jurisdiction shall be Hyderabad.
- Persons who have been dismissed from the service of any Govt./ PSU/CPSE organization need not apply.
- Before applying for the post the candidate must ensure that he/she is eligible according to the eligibility criteria as stipulated above. If the candidate is found not eligible his/her candidature will be cancelled at any stage of the recruitment. Please note that even if the candidate qualifies in the written examination/ interview and subsequently it is found that he/she does not fulfill the eligibility criteria, his/her candidature will be cancelled.

DOCUMENTS TO BE ATTACHED WITH APPLICATION (PHOTO COPIES):

- Copy of High School /Matriculation/SSC or Higher Secondary Certificate in support of Date of Birth.
- Copy of the certificate and mark sheet of ITI/ Diploma/ Graduation / Post Graduation.
- Experience certificate(s).
- Copy of caste certificate duly attested (in case of reserved category)
- Copy of Domicile certificate duly attested in case of candidates applying for reserve post.
- Candidates serving in Government/ Semi-Government/ Public Sector/ Corporation should submit their application through proper channel.
- Demand Draft of Rs.100/- (Non-Refundable) in favour of "General Manager, India Government Mint, Hyderabad payable at Hyderabad.
- Recent passport size photographs (2 copies).
- Certificate by the employer as per Performa enclosed with the Application Form.