

**RECRUITMENT FOR THE POST OF WAREHOUSE ASSTT. GRADE-II  
IN CENTRAL WAREHOUSING CORPORATION, REGIONAL OFFICE,  
PANCHKULA**

Advertisement No. : WA-II/2015

Dated: 10.09.2015

**EMPLOYMENT NOTICE**

Central Warehousing Corporation, a Schedule-A Mini-Ratna Public Sector Undertaking providing Warehousing Facilities and Logistic Support to Agriculture Sector and other Notified commodities, invites applications from the candidates who fulfill the prescribed qualification and age for filling up the posts indicated below in Panchkula Region:

Name of Post	Number of vacancies	Pay Scale (IDA)	Gross Emoluments (Minimum Pay + DA (Rs./Month))	Age Limit
Warehouse Assistant Grade-II	11 (UR) 03 (SC) 02 (ST) 05 (OBC) 01 (PH) <b>Total = 22</b>	8,900-24,320	18,031.00	Min. 18 Years Max. 25 Years As on 10.9.2015

**RESERVATION:**

The reservation to the candidates belonging to the OBC/SC/ST/PH shall be applicable as prescribed by the Govt. of India i.e. maximum of 27% to OBC, 15% to SC, 7½ % to ST and 03% to PH candidates and the maximum reservation shall not exceed more than 50% of the total vacancies. The reservation to each category shall be determined by rounding up the decimal below & above 0.50% and the decision of the Corporation shall be final in this regard.

**AGE RELAXATION:**

The relaxation in age for SC/ST/OBC/Persons with Disability (PWD) candidates shall be as per Govt. of India guidelines. The maximum age limit can be relaxed for 5 years in case of SC/ST candidates, 3 years for OBC and 10 years for Persons With Disability (PWD) (15 years for PWD-SC/ST candidates & 13 years for PWD-OBC candidates) only for the posts reserved for them.

**EDUCATIONAL QUALIFICATION:**

Minimum Matric from any Board of School Education recognized by Central/State Govt. with minimum typing speed in English of 30 words per minutes on computer preferably with experience of office work (typing speed will, however, be not a condition precedent for physically handicapped candidates found otherwise suitable)

**FEE:**

- (i) The fee payable by the General and OBC candidates shall be Rs.300/- in the form of Demand Draft in favour of **Regional Manager, Central Warehousing Corporation, payable at Panchkula**. Payment other than Demand Draft will not be accepted.
- (ii) No fee shall be payable by SC/ST/PH candidates subject to submission of requisite certificate issued by the appropriate authority.
- (iv) The fee once paid shall not be refundable.

**SELECTION CRITERIA:**

- i. The selection criteria shall be on the basis of competitive written examination of multiple objective type questions. The candidates equal to 10 times of the number of vacancies will be short listed on merit for typing test on computer in English. The list of short listed candidates shall be displayed on CWC website [www.cewacor.nic.in](http://www.cewacor.nic.in).
- ii. SYLLABUS FOR EXAMINATION: There shall be a total of 100 multiple objective type questions on General Aptitude, Maths, Reasoning, General Awareness and English with a total marks of 100 as per the details given below:

S.No.	Subject	Max. Marks	Total time
1.	General intelligence and clerical aptitude	25	90 Minutes
2.	Numerical Aptitude	25	
3.	General English	25	
4.	General Awareness	25	
5.	Total	100	

- iii. The questions in all the four components of the single paper would be of objective multiple choice type. The answer has to be marked with HB Pencil/Black Pen only in the QMR that will be distributed to each candidate at the venue and time prescribed for holding written examination. The candidates will be awarded one mark for every correct answer and there will be no negative marks for incorrect answer.
- iv. If two or more candidates at last number get the same marks, all such candidates will be allowed to appear for typing test and final selection in such cases will be on the basis of age of the candidates. The candidates with higher age will be given weightage for final selection.

**HOW TO APPLY:**

- i) Neatly handwritten, preferably typed application in the prescribed format on A4 size paper complete in all respects alongwith all desired documents and Demand Draft should reach the **Regional Manager Central Warehousing Corporation, Regional Office, Bay No.35-38, Sector 4, Panchkula – 134 112 by Registered / Speed Post on or before 12.10.2015 (upto 5.00 PM)**. The candidates residing in Tribal Districts of Lahul Sapiti & Kinnaur, Bharmour & Pangi Sub Division of Chamba District and Dodra Kwar Sub Division of Shimla District of Himachal Pradesh can send their applications on or before **26.10.2015 (upto 5.00 PM)**. The envelope containing the application should be superscribed **“APPLICATION FOR THE POST OF WAREHOUSE ASSTT. GRADE.II”**
- ii) The candidates have to submit two recent passport size self attested photographs; one to be pasted in the specified box of the prescribed application format and the other alongwith the application.

**DATE OF EXAMINATION:**

The tentative date for written examination will be **22.11.2015**. The date for typing test shall be intimated after the declaration of result of written examination. The result will be displayed on CWC website also.

**GENERAL CONDITIONS:**

1. Employees of the State/Central Govt./Public Sector Undertaking should send their application through proper channel with an advance copy so as to reach Central Warehousing Corporation, Regional Office, Bay No. 35 – 38, Sector 4, Panchkula – 134 112 on or before **12.10.2015 (5.00 PM)** and for candidates residing in tribal areas of HP on **26.10.2015 (5.00 PM)**.
2. Mere submission of application and fulfilling the eligibility conditions gives no right to any person to appear for written test.
3. Self attested Photostat copies of documents in proof of Age, Educational Qualifications, Caste, Disabilities etc., should be attached with the Application. The original certificates will however, be scrutinized / verified at the time of appointment.

4. All applications will be scrutinized after the closing date of receipt of applications, and the list of candidates eligible for written test will be displayed on CWC website [www.cewacor.nic.in](http://www.cewacor.nic.in)
5. Incomplete applications or applications not in prescribed format shall summarily be rejected.
6. No communication shall be entertained after the last date of receipt of application and will be rejected.
7. On qualifying the written test and typing test in English on computer, the selected candidates will be appointed as Warehouse Assistant Grade-II based on merit.
8. All appointments shall be subject to the Rules and Regulations of the Corporation in-force from time to time. Other benefits like HRA, CPF, Gratuity, Leave travel concessions, Leave encashment, Medical facilities, Perks / Perquisites etc. shall be applicable as per the rules of the Corporation as amended from time to time.
9. No TA /DA will be provided for attending the written test and typing test.
10. The candidates should satisfy themselves that they fulfill the required qualifications, age etc. before applying for the post.
11. In case it is found that information furnished by a candidate is false or defective in any manner then his/her candidature shall be summarily rejected as and when it comes to the notice of the Management. The candidates are advised to satisfy themselves fully about the correctness of the information furnished.
12. Any attempt to influence in any manner would disqualify the candidate.
13. The candidates with a degree of disability of 40% and above shall be eligible for applying against the Persons with Disability (PWD) Category.
14. The selected candidates will be initially posted in Haryana / Himachal Pradesh and will be liable to be transferred anywhere in India as per CWC Staff Regulations, 1986.
15. The Appointing Authority reserves the right to scrap/cancel the recruitment process at any stage without assigning any reason.

**(MAVIE KRISHAN)**  
**REGIONAL MANAGER**

**APPLICATION FOR THE POST OF WAREHOUSE ASSTT. GRADE – II  
IN CENTRAL WAREHOUSING CORPORATION,PANCHKULA REGION**

Affix your recent  
Passport size  
photograph

1.	Name of Applicant (in Capital Letters)	:				
2.	Father's/Husband's Name	:				
3.	Date of Birth (DD/MM/YYYY)	:				
4.	Age as on 10.09.2015 (supporting Documents to be enclosed)	:	Year :-	Month:-		
5.	Gender : (Please Tick)	:	Male	Female		
6.	Category : (GEN/OBC/SC/ST/PH)	:				
7.	Whether physically handicapped (Y/N), if yes, nature of disability and its degree. Supporting document to be attached.	:				
8.	Permanent Address (in Capital Letters with pin code)	:				
9.	Postal Address (in Capital letters with Pin Code)	:				
10.	DD Details	:	DD No. _____	Name of Bank _____		
			_____	Date of Issue _____	Amount _____	
11.	Academic Qualifications (Start from 10 <sup>th</sup> onwards):					
S. No.	Examination Passed	Name of Board/ University	Year of Passing	Subject(s)	%age of marks obtained	Class/ Division
12.	List of documents attached:					
	a) Proof of Age		ii) Proof of Educational Qualification			
	iii) Caste Certificate		iv) Two Passport size Photographs			
	v) Demand Draft		vi) Any Other (Please specify)			
13.	Experience: (Attach proof) if any					
	Organization	Post held	Period	Present pay scale	Nature of duties	

**DECLARATION :**

I hereby declare that the information furnished above are true and correct to the best of my knowledge and belief and in case the same is found false or incorrect, my candidature/appointment may be cancelled / terminated at any point of time.

Date : \_\_\_\_\_

Place : \_\_\_\_\_

Signature of Candidate

केन्द्रीय भण्डारण निगम, पंचकुला क्षेत्र में वेयरहाउस सहायक-II  
आवेदन

हेतु

हाल ही का पासपोर्ट  
साईज फोटो  
चिपकाएं

1.	आवेदक का नाम (स्पष्ट अक्षरों में)	:				
2.	पिता/पति का नाम	:				
3.	जन्म तिथि: (दिनांक/माह/वर्ष)	:				
4.	दिनांक 10.09.15 को आयु (समर्थन में दस्तावेज संलग्न करें)	:	वर्ष :-	माह :-		
5.	लिंग : चिह्नित करें (√)	:	पुरुष	स्त्री		
6.	श्रेणी:(जरनल/ओ.बी.सी./एस.सी./एस.टी./विकलांग)	:				
7.	शारिरिक विकलांगता(हां/नहीं), यदि हां तो अपंगता की प्रकृति और उसकी डिग्री: समर्थन में दस्तावेज भी संलग्न करें।	:				
8.	स्थायी पता (स्पष्ट अक्षरों में पिन कोड के साथ)	:				
9.	पत्राचार का पता (स्पष्ट अक्षरों में पिन कोड के साथ)	:				
10.	डी. डी. का विवरण	:	डी.डी. सं _____ बैंक का नाम _____ जारी करने की तिथि _____ राशि _____			
11.	शैक्षणिक योग्यता(दसवीं से शुरू) :					
क्रम सं.	शैक्षणिक योग्यता	बोर्ड/विश्वविद्यालय का नाम	उत्तीर्ण होने का वर्ष	विषय	प्राप्त अंकों का प्रतिशत	वर्ग/श्रेणी
12.	संलग्न दस्तावेजों की सूची :					
	क) आयु का प्रमाण	ख) शैक्षणिक योग्यता का प्रमाण				
	ग) जाति का प्रमाण पत्र	घ) दो पासपोर्ट साईज फोटोग्राफ				
	ड) डिमांड ड्राफ्ट	च) अन्य ( विनिर्दिष्ट करें)				
13.	अनुभव: यदि कोई हो। (प्रमाण-पत्र संलग्न करें)					
	संस्थान	पद का नाम	अवधि	वर्तमान वेतन	सेवाओं की प्रकृति	

**घोषणा**

प्रमाणित किया जाता है कि ऊपर दर्शायी गई सूचना मेरी जानकारी के अनुसार सत्य है फिर भी गलत/नकली होने की स्थिति में मेरी उम्मीदवारी/नियुक्ति किसी भी समय निरस्त/समाप्त की जा सकती है।

दिनांक \_\_\_\_\_

स्थान \_\_\_\_\_

आवेदक के हस्ताक्षर