



Bhakra Beas Management Board
Madhya Marg, Sector 19-B, Chandigarh – 160019
Tel: 0172-5011771, Fax-0172-2549857
E-Mail: dspers@bbmb.nic.in



Last date for receipt of application: 08.08.2016

Advertisement No.1 of 2016

Applications on prescribed form are invited from the eligible Indian Citizens for recruitment to the following temporary posts of Class-IV in BBMB on the prescribed application form, the format of which is hoisted on the web site of BBMB www.bbmb.gov.in. The candidates are advised to strictly use this format of the application form only otherwise their application will be rejected. The number of posts is liable may vary to any extent depending upon exigency, either way (increase or decrease) including complete withdrawal. The candidate should specify on the top of the envelope the word – **Advt. No., Name and category of the post applied for:-**

Sr. No.	Title of Post	Total No. of Posts	Category		Pay Scale (Rs.)	Age as on 01.07.2016
			Gen	SC		
1	2	3	4		5	6
1	Cook (for male)	2	1	1	5100-10680 + Rs. 2150 (Grade Pay)	Between 18 years to 37 years (upper age can be relaxed as per rules)

Abbreviations: G=General, SC= Scheduled Caste

The minimum educational / other qualifications and minimum experience (if required) are as under:-

1	Cook (for male)	Literate, Physically sound and mentally alert.
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2. IMPORTANT NOTES

- 1) Applicants may download the application form along with Instructions Sheet from the **BBMB website www.bbmb.gov.in**. Each application should be accompanied by non-refundable application fees of Rs. 800/- (for Un-reserved Category), Rs. 400/- (for SC/BC* category) and Rs. 400/- (Physically handicapped** category) by IPO/ Demand Draft (issued after the date of advertisement) drawn in favour of **Sr. Accounts Officer, BBMB, Chandigarh payable at Chandigarh**. No fee shall be charged from Ex-Servicemen, if they are not released from the Army at their own request, but their dependants are required to pay the fee, as applicable.
- 2) The applicant must possess the certificate regarding minimum prescribed qualification and knowledge of the Trade/experience (wherever applicable) on the closing date for receipt of applications.
- 3) Departmental Employees are also eligible to apply if they possess the requisite qualification as mentioned above. Serving Government employees should send hard copy of their application form through proper channel before closing date.
- 4) Application form complete in all respect along with enclosures must reach the office of the undersigned **By Registered Post/Speed Post/Courier (from applicant's address as mentioned in the application form)** on or before **08.08.2016 up to 1600 hours**. Applications received late will not be considered. This office would not be responsible for any postal delay and the applicants are advised the apply well in advance. **No application shall be received by hand or in person or by ordinary post.**
- 5) The applicant should clearly specify the post applied and his/her mailing address on the envelope while sending his/her application form as per para (4) above.

GENERAL TERMS AND CONDITIONS:-

1. The candidate who is in service will have to produce **No Objection Certificate** from his/her Head of Institution/employer at the time of final selection otherwise he/she will not be allowed to join in BBMB.
2. **Submission of incomplete application i.e. without copies of testimonials of prescribed minimum educational qualification as per advertisement, experience certificate (if required), Date of Birth certificate, proof of deposit of application fee, etc. may render the candidate ineligible.**

3. The candidates who wish to apply for more than one post, they should submit separate application forms for each category.
4. Numbers of posts are liable to increase or decrease either way, including complete withdrawal.
5. The applications received after the closing date will not be considered.
6. The benefit of reservation, including the benefit of relaxation in upper age limit in respect of Candidates belonging to reserved category, will be as per Punjab Govt. instruction issued from time to time and is restricted to the domiciles of Punjab, Haryana, Himachal Pradesh, Rajasthan, UT, Chandigarh only.

*Concession of fee is admissible to **SCs of All States & BCs** of Punjab, Haryana, Rajasthan, Himachal Pradesh & UT Chandigarh. **No concession of fee is admissible to BCs of other States.**

** Concession of fee (50%) is admissible to **Physical Handicapped** as per Pb.Govt. circular letter No.7/18/2011-7 SS/1015, dated 06.09.2012 in compliance to Hon'ble Punjab & Haryana High Court Chandigarh directions in CWP No.19195/2010.

7. **In case the post of particular category (BC etc.) is not available then these candidates can apply under General/UR Category after depositing full fees payable for General Category.**

SPECIAL INSTRUCTIONS

1. The prescribed essential qualifications are minimum and mere possession of the same do not entitle a candidate to be called for interview. The applicant must possess the minimum Prescribed Qualification on the Closing Date for receipt of applications. If the number of applications received in response to this advertisement is large and it is not convenient or possible for the Centralized Staff Selection Committee to interview all the candidates, the Centralized Staff Selection Committee may restrict the number of candidates for interview to a reasonable limit on the basis of qualifications and experience higher than the minimum prescribed in the advertisement or by holding a screening test or by any other method devised by the Centralized Staff Selection Committee whose decision in the matter shall be final.
2. The decision of the Centralized Staff Selection Committee in all matters relating to eligibility, acceptance or rejection of application, mode of selection, etc. will be final and binding on the candidates and no enquiry or correspondence/ communication oral or written shall be entertained in this behalf.
3. Serving Government employees should send their application form well in time through proper channel and these must reach this office by the closing date for receipt of applications. They may, however send an advance copy direct to the Member Secretary, Centralized Staff Selection Committee (CSSC), BBMB Head Office, Chandigarh. Their advance application will be considered only if their applications are received through their respective Head of Department with the No Objection Certificate.
4. The selected candidates are liable to be posted anywhere within the jurisdiction of BBMB.
5. The posts carry usual allowances as may be sanctioned by BBMB from time to time for these posts.
6. Canvassing in any form will disqualify the candidate.

GENERAL INSTRUCTIONS

1. A candidate whether belongs to General category or reserved categories can submit only one application for a particular post. Application Form complete in all respect duly filled in by the candidates in their own handwriting in Capital Letters and signed in the specified space along with the enclosures must reach the office of the undersigned **By Registered Post/Speed Post/Courier (from applicant's address as mentioned in the application form)** on or before **08.08.2016** up to **1600 hours**. Applications received late will not be considered. This office would not be responsible for any postal delay and the applicants are advised to apply well in advance. **No application shall be received by hand or in person or by ordinary post except in case of already in-service candidates through proper channel.** All the columns of the Application Form should be filled in.
2. The applicant should clearly specify the post applied and his/her mailing address on the envelope while sending his/her application form as per para (1) above.
3. **Relaxation in Age**
The applicant must fulfill the age requirement as on **01.07.2016**. The upper age is relaxable (a) by 5 years for SC/BC candidates, (b) up to 42 years for widow/legally separated/divorced women (c) to the extent of 10 years for

physically handicapped persons on production of Medical certificate from the Competent Authority (d) in case of Ex-servicemen, as per Punjab Government Recruitment Rules, 1982 as amended from time to time and (e) up to 47 years for persons already in the employment of Central/State Government or their Undertakings/Autonomous Bodies/Boards/ Corporations.

4. Reservation of posts

- a) In the case of reserved category candidates, the benefit of age relaxation and fee concession (wherever applicable) will be available only to the candidates possessing the reservation certificate issued by the Competent Authority including those as notified by the States of Punjab, Haryana, Rajasthan, HP and UT Chandigarh.
- b) **SC/BC candidates from States other than those of Punjab, Haryana, Rajasthan, HP and UT Chandigarh shall also be considered under General category and if they fulfill all the conditions as applicable for General category.**
- c) Candidates seeking benefit of the age relaxation / fee concession under Ex-servicemen quota will include Ex-servicemen himself, his sons and unmarried daughters or daughter-in-law in case no other member of the family has availed the benefit as notified in Punjab Government Recruitment Rules, 1982 as amended from time to time. Dependant of such Ex-servicemen will have to produce a certificate of Dependency from the District Sainik Welfare Board, in the prescribed proforma.
- d) **Persons applying under Orthopaedically handicapped category having minimum 40% or more Physical defect and deformity as certified/issued by competent authority (Civil Surgeon/PGIMER/Govt. Hospital/Main General Hospital) shall only be eligible for the benefit of age relaxation as permissible under the rules of Punjab Government.**

NOTES

- i) No TA/DA or other expenses will be paid for appearing in the test(s) and/or interview or otherwise except to the category of eligible Scheduled Castes/Backward Class candidates to whom TA may be paid, as per the Punjab Govt. rates as applicable.
- ii) The selected candidate will be initially appointed on fixed salary for 2 (two) year probation period at the initial of the scale. They shall be governed by the Terms & Conditions mentioned in the Appointment letter.
- iii) An application form will be summarily rejected in the following events and no correspondence shall be entertained in this regard:-
 - a) If a candidate makes more than one application for a particular post or submits same application form for more than one post/category.
 - b) If the application is **unsigned**/incomplete/name of post not specified/not accompanied copies of documents/required documents not attached.
 - c) If the application is received after the closing date.

Sd/-
Member Secretary
Centralized Staff Selection Committee
BBMB Secretariat, Madhya Marg, Sector-19-B,
Chandigarh-160019.



BHAKRA BEAS MANAGEMENT BOARD



Application No. _____

Advt. No. 1/2016 (Last Date 08.08.2016)

APPLICATION FORM FOR THE POST OF _____

- Name of the Applicant (In Block letters) _____
(As per Matric / Hr. Secondary or any equivalent exam certificate)
- Father's Name _____
(In Block letters)
- Date of Birth (DD-MM-YY)

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- Age as on 01-07-2016 Years ___ Months ___ Days ___
- Name & Complete Correspondence Address _____
(in BLOCK Letters) _____
_____ Pin _____

**Paste
Passport
Size
Photograph**

Phone No.(with STD Code) _____ **Mobile No.** _____ (Mandatory)

E-mail I.D. _____ (Mandatory)

- Permanent Address: _____
_____ Pin _____

- Fees: (**Cheque/Cash not Acceptable**) Demand Draft/IPO No. _____ Dated _____ Drawn on _____
Name of the Bank/Post Office) _____ Amounting to Rs. _____ (in favour of Sr. A.O. (Payments), BBMB,
Chandigarh, Payable at Chandigarh.

- Preference of language: English/Hindi _____
- Domicile (Punjab/Haryana/HP/Rajasthan/UT/Others) _____
(Attach Attested copy of certificate by the Competent Authority)

- Nationality _____
- Religion _____
- Category : (General/SC (Balmiki & Mazbi Sikh /Others), BC/EXSM/Physical Handicapped/Sportsman(Attach Certificate issued by the Competent Authority)
- Sex (M/F) _____

- Educational/Technical Qualifications (Attach Attested copies of Certificates/ Detail Marks-Sheet/Degree)

Exam Passed	Name of School/Univ./ Board	Year of passing	Subjects	Max. marks	Marks obtained	Divn.	%age of marks

- Experience if any:(Attach Attested copies of Certificates)

From	To	Duration	Brief Details

- Are you married/unmarried/widower/widow/divorcee? _____
- Have you ever been dismissed from Govt. service or convicted by a Court of Law? (Y/N) _____
- Have you ever worked in B.B.M.B. for the post applied for or on any other post? If so, please furnish details of service rendered and date of discharge, etc.
- Have you ever undertaken Apprenticeship Training under Apprenticeship Act,1961 in BBMB? If so, give details and attach certificates.
- The application must contain the following documents attested by a Gazetted Officer:-
 - 1) Age Proof 2) Education/Technical Qualification 3) Reservation Proof, if claimed 4) Domicile Certificate for Punjab, Haryana, Rajasthan, H.P. & UT Chandigarh candidates 5) No Objection Certificate, if you are in Government Service 6) Complete Discharge Book/Certificate in case of ex-serviceman 7) Experience Certificate (if required).
 - Latest Character Certificate issued by a Gazetted Officer/Sarpanch/Municipal Councilor (Active) **in original**.
 - Three identical latest Passport size Photographs duly attested by a Gazetted Officer (one to be pasted & the other to be attached with the Form)
- I solemnly declare and affirm that the information given above is correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, or ineligible being detected before or after the interview/ selection /appointment, my candidature may be cancelled and action can be taken against me by the Board.

NOTE:-

- Please read the instructions attached with the Application Form carefully before filling in each column.
- The Application shall be rejected if the Name of post is not specified/Incomplete /Un-signed / not accompanied by attested copies of documents/ required documents not attached.

- Documents attached _____pages duly Serial Numbered.

Place:
Date:

Signature of the applicant