

OFFICE OF THE CHAIRMAN, STATE LEVEL POLICE RECRUITMENT BOARD, ASSAM
REHABARI ::GUWAHATI -781008

No. SLPRB/Rec/Tailor & Dresser/CD & HG/610/2022/56

dated:07-02-2023

ADVERTISEMENT

**RECRUITMENT FOR 4 POSTS OF TAILOR & 3 POSTS OF DRESSER UNDER
DIRECTORATE OF CIVIL DEFENCE AND HOME GUARDS, ASSAM**

Applications are invited from eligible candidates for filling up of **4** posts of Tailor & **3** posts of Dresser under DGCD & CGHG, Assam in the pay scale of Rs. 14,000-60,500 (Pay Band- II) and Grade pay Rs. 5000/- plus other allowances as admissible under the rules. Applications must be submitted online through the SLPRB website (www.slprbassam.in). The online application will be received with effect from **08-02-2023** and the last date of receiving application will be **22-02-2023**.

THERE IS NO APPLICATION FEE.

I. DETAILS OF VACANCIES AS PER POST BASED ROSTER

A) Tailor - 4 posts. The post based category wise distribution of the posts are as under:

Category	Male	Female	Total
Unreserved	1	0	1
SC	1	0	1
ST (P)	1	0	1
ST (H)	1	0	1
Grand Total	4	0	4

B) Dresser - 3 posts. The post based category wise distribution of the posts are as under:

Category	Male	Female	Total
Unreserved	1	0	1
SC	1	0	1
ST(P)	1	0	1
Grand Total	3	0	3

II. ELIGIBILITY CRITERIA:-

The candidates must satisfy the following criteria.:-

- a) **Nationality**- Candidates must be Indian Citizen, permanent resident of Assam. Selected candidates will have to submit Proof of Residence after publication of the final select list. However, candidates belonging to SC, ST, OBC/MOBC are exempted from submitting such certificates.
- b) Candidates must register his name with a local Employment Exchange in Assam.
- c) Candidates must speak Assamese or any other State language fluently.
- d) **Age**: **18** to **40** years as on **01-01-2023** (i.e. candidate must be born on or before **01.01.2005** and on or after **01.01.1983**).

Relaxations :Upper age limit will be relaxed for:

- (i) 5 (five) years in respect of candidates belonging to SC, ST (P) and ST(H).
- (ii) 3 (three) years in respect of candidates belonging to OBC/MOBC.

For the purpose of determining the age limit, the SLPRB will accept only the date of birth recorded in the Admit Card / Certificate of HSLC or equivalent examination issued by a recognized education Board. No other documents relating to age such as horoscopes, affidavits, birth extracts from Municipal Corporations, service records and the like will be accepted.

a) **Educational Qualification:**

- (i) HSLC or equivalent of a University or Board recognized by the Govt.

(ii) **Other Qualification:**

i) **For Tailor**

- a) Diploma of Tailoring from the Institute recognized by Govt. of Assam.
- b) Trade skill including ability to operate both automatic and manual (foot/hand driven) sewing machine. Knowledge on fabric and human body shape, sewing equipments etc.

ii) **For Dresser**

- a) 02 (two) years experience certificate on Dresser (Medical) work from a Govt. recognized Institute.
- b) Trade skill including knowledge on contamination, sterilization and disinfection of instruments, preparation of chlorine solution, antiseptic & aseptic condition, procedure of decontamination, Cleaning & Bandaging wounds and other affected body parts.

III. PHYSICAL FITNESS:

- a) Must have sound health both mentally and physically and free from organic defect or bodily infirmity likely to interfere with the efficient performance of his duty.
- b) Shall be required to undergo medical examination before appointment to the service.
- c) Weight : Proportionate to height as per medical standard.

IV. HOW TO APPLY

Applications must be submitted online through SLPRB website- www.slprbassam.in. No other forms of application will be entertained.

Candidates must follow the following steps during submission of online application:

- ❖ Register in the Portal using valid mobile number.
(Note: Candidates are advised to keep the mobile number unchanged until the recruitment process is over)
- ❖ After successful registration candidates will get a Recruitment ID. Candidature of those candidates will be cancelled who generate multiple recruitment ID.

Candidates will be required to upload scanned copies of the following documents:

a) Passport Size Photograph :-

Please pay attention to upload good quality photograph. Poor quality of photograph uploaded will lead to rejection of your application. The admit card will be printed with the photograph you uploaded.

- i) The photograph must be in colour and must be taken in a professional studio. Photograph taken using a mobile phone and other self composed portraits are not acceptable.
- ii) Photograph must be taken in a white or a very light background.
- iii) The photograph must have been taken after **1st January, 2023**.
- iv) Face should occupy about 50% of the area in the photograph, and with a full face view looking into the camera directly.
- v) The main features of the face must not be covered by hair of the head, any cloth or any shadow. Forehead, both eyes, nose, cheek, lip and chin should be clearly visible.
- vi) If you normally wear spectacles, glare on glasses is not acceptable in your photo. Glare can be avoided with a slight downward tilt of the glasses for the photo shoot.
- vii) You must not wear spectacles with dark or tinted glasses, only clear glasses are permitted.
- viii) Ask your photo studio to provide the image in a JPEG format and also on a standard 4.5cm x 3.5cm (45mm x 35mm) print.
- ix) Maximum pixel resolution for JPEG : 640 x 480 (0.3 Mega Pixel) (Ask your studio to reduce it to this resolution if it is higher).
- x) Minimum pixel resolution for JPEG : 320 x 240.
- xi) The maximum file size is 450 kb (kilo bytes).
- xii) For your own benefit it may be prudent not to intentionally change your facial features or hair style from what is seen in the photograph until the day of the exam.

b) Signature :-

- i) Please put your signature with a black or dark blue ink on a white paper.
- ii) Get the signature digitally photograph / image scanned by a professional photo studio, and get the image cropped by the studio itself.
- iii) Only JPEG image formats will be accepted.
- iv) The maximum pixel resolution for the image is 800 x 300.
- v) The minimum pixel resolution for the image is 400 x 150.
- vi) Dimension of signature image should be 3.5cm (width) x 2.5cm (height).

- vii) The maximum file size is 100 kb.
- viii) Mobile phone photograph of signature is not acceptable, and can result in disqualification of the application.

c) Documents:-

- i) Certificate for proof of age. (Admit card or Certificate of H.S.L.C. or equivalent examination).
- ii) Certificate of H.S.L.C. or equivalent examination.
- iii) Marksheet of H.S.L.C. or equivalent examination.
- iv) Diploma of Tailoring from the Institute recognized by Govt. of Assam for candidates who apply for the posts of Tailor.
- v) 02 (two) years experience certificate on Dresser (Medical) work from a Govt. recognized Institute for candidates who apply for the post of Dresser.
- vi) Employment Exchange Registration Card.
- vii) Certificate of Caste from Competent Authority. **NO CASTE CERTIFICATE ISSUED BY OTHER STATES WILL BE ACCEPTED.**

The candidate will then click on the '**Complete**' button to indicate that they agree to all the entries made in the form. The candidate can then download the registration / application slip with ID No.

It is mandatory for the candidates to mention their full / proper address with pin code, a valid email address and mobile phone number in the application form as the same will be required to inform them regarding the status of their applications and convey other related information.

Candidates will be able to download the Admit Card / Call Letter from the SLPRB website by entering their ID number. The information will be sent through SMS and email to the candidates on their mobile numbers and email addresses. The SLPRB will not be responsible for any discrepancies that may arise due to entry of wrong mobile number and email address by the candidate.

The candidates who are employees of Govt. / PSUs / Autonomous bodies must obtain necessary permission in writing from the Competent Authority / Employer and a copy of the same may be produced during scrutiny of documents on the date of Trade Proficiency Test.

Incomplete / defective / invalid application will be summarily rejected.

V. SELECTION PROCEDURE :-

Candidates whose applications are found correct in all respects will be called for Written Test . The date (s) and venue (s) for the tests will be intimated in due course of time. The Chairman reserves the right to change the venue of the test and no representation etc. will be entertained in this regard.

VI. WRITTEN TEST:-

- a) Written test will consist of **100** multiple choice type questions to be answered on an OMR answer sheet. For each correct answer the candidate will get half mark. Questions will be of the level of class **IX** and **X** .Total marks for the Written Test will be **50**. There will be no negative marking.
- b) The subjects to be covered will be as follows:-
 - i. Elementary Arithmetic
 - ii. General English
 - iii. Logical reasoning/Mental ability
 - iv. Assam's History, Geography, Polity, Economy
 - v. General Awareness/General Knowledge and current affairs

The question paper for **Written Exam** will be in the following languages:
Assamese/ Bodo/ Bengali/English.

- c) The date and venue (s) of the Written Test will be notified in due course of time.

VII. NUMBER OF CANDIDATES TO BE CALLED FOR TRADE PROFICIENCY TEST (TPT)

Candidates will be called for the TPT in order of merit at the rate of 5 (five) times the number of posts allotted in respect of each category as per vacancies shown in **Para I** above. If there are candidates scoring the same marks in Written Test as the last candidate selected for the TPT by the 5 times formula in a particular case, the candidates scoring the same marks will also be called for the TPT, and therefore the number may exceed the 5 times to that extent for that particular case and category only.

VIII. DOCUMENTS TO BE SUBMITTED WHEN APPEARING IN TPT:

The candidate reporting at the venue on the date and time for TPT must bring all the documents uploaded during submission of online application mentioned at **Para IV (c) (i) to (vii)** above along with one set of self attested photocopies of the same for verification by the Selection Committee on the date of their TPT.

Any incorrect information or document submitted which is not genuine may disqualify a candidate at any stage and may also render him liable to criminal prosecution. Original documents of a candidate may be put to check at any later stage of the recruitment process also.

In case candidate fails to show original Caste Certificate on the day of TPT, such candidates shall be treated as GENERAL. No subsequent request will be entertained for change of Caste.

No document will be accepted after TPT of a candidate is completed. All documents uploaded and submitted at the time of TPT should be issued on or before the last date of receiving of online application.

If any candidate fails to produce any original document or doesn't furnish it at the time of document inspection during TPT, he/she will not be given any chance of rescheduling the date for submission in future and his status will be decided on the basis of the documents submitted on the day of TPT.

PLEASE NOTE THAT THERE SHALL BE NO CHANGES MADE ON ANY ENTRIES AFTER SUBMISSION OF DOCUMENTS DURING THE TIME OF TPT AND NO REQUESTS WILL BE ENTERTAINED.

IX. PRELIMINARY VERIFICATION OF DOCUMENTS :- All the original documents along with a set of Photostat copies of the documents will be checked before the candidate is allowed to appear in the TPT as per the given eligibility criteria. Candidates who are rejected will be given Rejection Slip specifying the reason of rejection. Submission of any incorrect information or forged document at any stage will lead to disqualification of the candidate and may also render him liable to criminal prosecution. Original documents of a candidate may be put to check at any later stage of the recruitment process also. All the photostat copies submitted by the candidates will have to be duly self attested.

In order to avoid manipulation of documents at later stage, the Chairman or a Member of the Selection Committee shall put his signature on each copy of such document at the time of TPT; particularly on caste certificate and any other documents which carry marks.

X. TRADE PROFICIENCY TEST :- 50 Marks

The Panel of Expert will examine and decide the Profession or Trade Test of the candidates.

XI. FINAL MERIT LISTS

Final results would be based on the marks obtained as follows:

a) Written Test	-	50 marks
b) <u>Trade Proficiency Test (TPT)</u>	-	<u>50 marks</u>
Total	-	100 marks

There will be only ONE merit list for each category as per vacancies shown at **Para I** above for the entire State. Select list will be prepared for the exact number of vacancies to be filled up.

N.B: In case of a tie in marks, the candidate older in age will be placed higher in the merit list. Further, candidates having same date of birth and have obtained equal marks, will be placed in the merit list according to the percentage of marks in HSLC.

XII. GENERAL INSTRUCTIONS TO THE CANDIDATES :-

- (i) Canvassing directly or indirectly shall render such candidates unfit for the post.
- (ii) No TA / DA will be admissible to candidates for the journey and stay at any stage of the recruitment process.
- (iii) The selection list confers no right to appointment unless the department is satisfied about suitability of the candidate after a thorough medical examination and such enquiry and verification as may be considered necessary before appointment to the service / post.
- (iv) Candidates have to appear in all the stages of recruitment. If a candidate is absent from any stage / event, his candidature will be cancelled.
- (v) Candidature will be summarily rejected at any stage of the recruitment process, if found not conforming to the official format / having incomplete information / wrong information/incomplete requisite certificate/misrepresentation of facts / impersonation.

- (vi) The select list will remain valid for appointment from date of announcement of the result for one year or till the date of next advertisement of similar post whichever is earlier.
- (vii) On appointment, the candidate shall be governed by the Rules and Orders of Directorate of Civil Defence & Home Guards and Rules and Orders of the Government issued from time to time.
- (viii) Appointed persons shall be entitled to pension benefits as per the pension scheme existing at the time of appointment.
- (ix) The Chairman, SLPRB, Assam reserves the right to make changes or cancel or postpone the recruitment process on specific grounds.
- (x) Fake documents / false information / misrepresentation of facts shall lead to rejection if detected at any stage before / after appointment and shall make the candidate liable to criminal proceeding as per existing law.
- (xi) In case of any clarification, the decision of the SLPRB will be final.
- (xii) The numbers of posts (vacancies) are subject to change. It may increase or decrease at any time /stage of recruitment process, due to administrative reasons and appointment to such vacancies will be decided by the competent authority at the time of appointment, based on merit, category-wise as per the final merit list.
- (xiii) The final appointment after selection is subject to satisfactory Police Verification Report and Final Medical Examination Report as per existing norms. In case Police Verification Report or Final Medical Examination Report is found unsatisfactory, the candidature of such candidates will be rejected outright.
- (xiv) The rules & regulations, terms & conditions of training and afterwards will be applicable as prevalent in Directorate of Civil Defence & Home Guards, Assam.

XIII. TRANSPARENT PROCESS:

- i. Candidates and the general public are requested to help SLPRB in conducting the recruitment in a just, fair and transparent manner.
- ii. A candidate is NOT required, to pay any amount of money at any stage of the recruitment process except for medical investigations, if required in the Govt. hospital.
- iii. Any complaint about demand for money or other malpractice can be sent through mail to - slprbassam@gmail.com

- iv. Complaints may also be sent by post to the following address:- Chairman, State Level Police Recruitment Board, Assam, Madhabdevpur, Rehabari, Guwahati-781008, (Ground Floor of APHC Building).
- v. Anonymous complaints may not be entertained
- vi. Offering of bribe for any favour by a candidate or on his behalf is a criminal offence. Such an activity may result in immediate disqualification of his candidature.

Sd/-
Inspector General of Police (A), Assam
&
Member Convenor, SLPRB, Assam
Ulubari, Guwahati