

## VACANCY NOTICE

**1. ONLINE APPLICATIONS** are invited from the eligible candidates possessing the educational qualification and experience mentioned against each for filling up the following Group “C” post in Dr. B.R. Ambedkar Institute of Technology, Pahargaon, Port Blair on regular basis through Direct Recruitment.

**2. Details of vacancies:**

<b>S. No.</b>	<b>Code No.</b>	<b>Name of the post</b>	<b>No. of post and Category</b>	<b>Educational Qualification</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>01</b>	<b>01</b>	<b>Cook</b> Level-1 of Pay Matrix (Rs. 18000 – 56900)	01 – OBC	<b><u>Essential :-</u></b> 1. 10 <sup>th</sup> Std. passed with trade certificate in cooking form a recognized Institute / Board with 2 years industrial exposure in reputed Hotel. <b>OR</b> 10 <sup>th</sup> Std. passed and having 5 years’ experience cooking in a reputed Restaurant / Hotel.  2. Should qualify in the proficiency / skill test to be conducted by departmentally.

**NOTE**

1.	Number of vacancies shown under Column 04 are subject to variation.
2.	The crucial date for determining the age limit shall be the closing date for receipt of names / applications from the employment /Candidate.
3.	Age relaxation shall be allowed for OBC candidate’s upto 03 years in accordance with the instructions / orders issued by Govt. of India from time to time as per recent A&N Administration Order No. 2285 dated 01.09.2022.
4.	Age relaxation for candidates those who are working as DRM/Ad-hoc/Contract basis shall be allowed in terms of Admn’s Circular order No. 45-96-PW dated 06.06.2011 and No. 45-1998-PW dated 19.09.2011
5.	The nature of vacancy is temporary, but likely to continue. 02 year probation period is subject to further extension and at the discretion of the competent authority.

6.	Reservation for ST candidates as applicable to those ST as specified in the constitutional order No. 1959 of A&N Islands (Scheduled Tribes) (Enclosed).
7.	Only Local Other Backward Class (Non- Creamy Layer) covered under the category of "OBC" as specified in the Gazette Notification No. 343/205/F.No. 8-3/2003-TW dated 16 <sup>th</sup> December, 2005 and No. 75/2006/F.No. 8-3/2003-TW dated 19 <sup>th</sup> April, 2006 are eligible to apply for the reservation against Other Backward Class (OBC) quota. The candidates belonging to OBC (Creamy Layer) are not eligible to apply for the reservation against Other Backward Class (OBC) quota.
8.	In case suitable local candidates of A & N Islands under EWS are not in the merit of the offline recruitment examination then the vacancy reserved under EWS shall be filled under the UR category.

**1. Eligibility Conditions:**

1. Applicant must be an Indian National.
2. All candidates shall be required to apply Online through the recruitment portal only for the post whether the candidates are registered or not registered with the Employment Exchange.
3. The Departmental Candidates of A & N Administration must also apply online within the due date and also upload the **No Objection Certificate's issued by the Head of the Department** and must produce at the time of verification of original certificates/documents.

**2. Age Limit for Direct Recruitment:-**

- i) 18-33 years for Male
- ii) 18-38 years for Female

Note: A candidate for this examination must attained the age of 18 years and must not have attained the age over and above 33/38 years in respect of male/female candidates respectively as on Closing date of application.

Relaxable for Govt. servants upto 05 years and for OBC upto 03 years in accordance with the instruction/ orders issued by the Central Govt. from time to time.

**3. Educational Qualification : As per column no. 5 of serial no. 01 of details of vacancy.**

**4. PROCESS OF CERTIFICATION AND FORMAT OF CERTIFICATES:-**

1. Candidates who wish to be considered against vacancies reserved or age-relaxation must submit valid requisite certificate from the competent

authority issued on or before the last date of receipt of online application, in the prescribed format, whenever such certificates are sought by the Dr. B.R. Ambedkar Institute of Technology for document verification. **False claim will be rejected.**

2. Candidates may note that in respect of the above, the candidature will remain provisional till the veracity of the concerned document is verified by the Appointing Authority.
3. Candidates are warned that they will be permanently debarred from the recruitment examination conducted by the Dr. B.R. Ambedkar Institute of Technology, Pahargaon, Port Blair in case they fraudulently claim OBC/EWSs status.

**5. Fee Payable:** - Candidates (except female/ST/person with benchmark disability certificate are exempted from payment of fee.) are required to pay a fee of Rupees 25 (Rupees Twenty five only) by using net banking facility of any bank or by using Visa/Master/Rupay/Credit/debit card/UPI payment/QR Code. No fee for ST/PwBD/women candidates of any community. No “fee exemption” is available to Gen/OBC/EWS male candidates and they are required to pay the full prescribed fee.

**Account Name** : Principal Dr.B.R.Ambedkar Institue of Technology  
(Recruitment exam fee)

**Account No** : 41881546799

**IFSC** : SBIN0017178

**Bank** : State Bank of India

**Branch** : Dollugunj

**Mode** : Net banking/VISA/Master/Rupay/Credit/debit card/UPI payment/QR Code.

**6. Center of Examination:** - The Recruitment Examination will be held only at Port Blair and the centre shall be indicated in the hall ticket.

**Written Examination for the post of Cook**

Subject of the written examination, time allowed and maximum marks for each subject will be as follows:-

S. No.	Subject	No. of question (each question shall carry one mark)	Maximum marks	Total Duration / Timing to accommodate large no. of candidates for written examination
I	General English	20	20	<b>1 1/2 Hour</b>
II	Basic Arithmetic	20	20	
III	Domain knowledge	20	20	
IV	General knowledge	20	20	

**Note:**

1a. The Question paper will be of 80 Marks for written test and 120 marks for skill test in Bilingual (both English and Hindi), with a negative marking of 0.25 marks for each wrong answer. Candidates are, therefore advised to keep this in mind while answering the question.

1b. Each candidate will have to appear for written examination as per. Time indicated in Hall Ticket.

2a. There shall be a single paper for all the four subject, having: “Objective Multiple Choice-type Questions” with one correct answer of one mark each. The authorities shall however, have full discretion to fix the minimum qualifying marks in one and all the subjects. The question paper in respect of subjects at Sl. No. (i), (ii), (iii) and (iv) above will be set in English and Hindi Language only.

2b. The candidate with zero or less than zero in written test shall not be eligible for skill test.

2c. Candidate should score minimum 50% (60 out of 120 marks) in skill test.

2d. Only such candidates who attain a minimum qualifying marks of 45 %(90 out of 200 marks) in combined merit of skill and written test shall be shortlisted.

**INDICATIVE SYLLABUS:- FOR WRITTEN EXAMINATION**

- i) General English :** The topics will be knowledge of English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms etc. There may also be question based on comprehension of a passage.
- ii) Basic Arithmetic:** The topics will be of X std. maths level on number system, algebra, basic geometry, arithmetical operations of number, decimal and fraction, unitary methods and relationship between quantities.
- iii) Domain Knowledge:-** Food production, food science and nutrition.
- iv) General Knowledge :-** Questions will be designed to test the ability of the candidate's general awareness of the environment around him and its application to the society. Questions will also be designed to test knowledge of current affairs. The test will also include questions relating to A&N Islands and other States of India especially, pertaining to History, Culture, Geography, Economics, Science, current affairs, General Politics and Scientific Research etc.

**INDICATIVE SYLLABUS:- FOR WRITTEN EXAMINATION**

**Skill Test:-** Food production Practical along with check for Hygiene and Sanitation.

**7. Verification of documents :-**

All the successful candidates short listed after skill & written test against the said post should get their original certificates / testimonials and also submit another set of self attested copies.

**8. GENERAL INSTRUCTIONS FOR FILLING UP THE FORMS: -**

1. The candidate applying for the post should ensure that they fulfill all the eligibility criteria / conditions prescribed for the post / examination. Admission of the candidate for the examination for the post notified in this notification would be on the basis of the information furnished by them in the ONLINE application.
2. If at any stage of recruitment thereafter, it is found that any information furnished by the candidates in his ONLINE application is false/ incorrect or

candidate has suppressed any relevant information or the candidate otherwise does not satisfy the eligibility criteria for the post, his/ her candidature will be cancelled forthwith.

3. The ONLINE application complete in all respect can be submitted in the online website <https://e-recruitment.andaman.gov.in> from **6<sup>th</sup> May 2023 to 6<sup>th</sup> June 2023** till 12:00 midnight no physical / hardcopy of application is required to be submitted. Any other mode of application will not be accepted.
4. Only those applications which are complete with all the required information will be treated as “**Complete**”. However, application that aren’t submitted partially due to the reason such as network problem can be resumed and completed at a later point of time through appropriate option in the recruitment portal. All such applications are to be submitted completely before the last date of submission of ONLINE application.
5. The file size of the candidates Passport photograph taken **on a white background only** should be 10KB to 50 KB. The photograph should be clearly visible and legible. Uploading of wrong photograph or photographs taken on dark background with poor visibility may lead to debarring of candidates.
6. The date/ time / hall ticket of the candidate shall be intimated later through NEWSPAPER and other media.
7. The admit cards will be issued after scrutiny of ONLINE application.
8. The incomplete application in any forms are liable to be rejected. No further correspondences will be entertained in this regards and no admit cards will be issued to such candidates.
9. The Principal, DBRAIT, Pharagoan, Port Blair reserves the right to accept/ reject any application without assigning any reason thereof.

**9. GENERAL INSTRUCTIONS TO BE COMPLIED WITH BY THE CANDIDATES IN THE WRITTEN EXAMINATION: -**

1. Candidates must write the papers/indicate the answers in their own hand.
2. In the question papers, wherever necessary, the metric system of weights and measures only will be used.
3. Candidates are not permitted to use Mobile Phones, calculators, electronic watches, blue tooth devices and other Electronic gadgets except

as specified in the Notice. They should not, therefore, bring the same inside the Examination Premises/ venue.

4. If any candidate is found to possess mobile phones or any other means of wireless communication in the working (Switch on) or switched off mode, his/her candidature shall be cancelled forthwith.

**10. MODE OF SELECTION: -**

1. Candidates for vacancy in the post of Cook will be finally selected based on their performance in written and skill test. Only the candidates with minimum cut off of 45 percentage in combined merit of written and skill test shall be eligible for selection after verification of required original Certificates and after Police verification.
2. OBC candidates who are selected on their own merit without relaxed standards, will not be adjusted the reserved share of the vacancies. The reserved vacancies will be filled up separately from amongst the eligible OBC, who are domicile of A&N Islands and who are lower in merit than the last General Candidate (UR) in merit list of unreserved category but otherwise found suitable for appointment even by relaxed standard.
3. Success at the examination confers no right of appointment whatsoever unless the DBRAIT Administration is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects of appointment to the service / post and the decision in this regard shall be final & binding.

**11. RESOLUTION OF THE TIE CASES**

In cases where more than one candidates secure the equal aggregate marks, tie will be resolved by applying the following methods one after another :-

1. Date of Birth i.e. the candidate older in age gets preference.
2. By referring to the alphabetical order of the names taking first name into consideration.

**12. ADMISSION TO THE EXAMINATION: -**

1. All candidates who apply in response to this advertisement on or before the CLOSING DATE & TIME FOR ONLINE APPLICATION will be assigned Roll Numbers.

2. The Admit cards will be made available on the website of <https://erecruitment.andaman.gov.in/> In around 02 weeks before the Written Examination.

3. In case, a candidate does not find his/her name in the above uploaded list, he/she must immediately contact the Administrative Office of the establishment DBRAIT with proof of having submitted his / her application online. Failure to do so shall deprive him/her of any claim for consideration subsequently.

4. The Candidate must carry at least one photo bearing identity proof such as Driving License, Aadhaar Card, Voter Card, College/University ID Card, Income Tax PAN **in original and Admit card downloaded from the website duly signed by the candidate**, while attending the examination, failing which, they shall not be allowed to appear for the examination.

5. The photographs used by the candidates must be a recent, relaxed face, and the picture should be in colour, against a white coloured background. If flash is used then please ensure that there is no red-eye and, in case of glasses, your eyes should be visible. The front of the face should be covered less than 80% of the entire photo.

6. Photograph should be in JPEG format and its size should be between 10 kb to 50 kb with ideal resolution of 100 X 200 (pixels)

### **13. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT :-**

While filling the application form, the candidates are cautioned that they should not furnish any particular that is false or suppress any material information. Candidates are also cautioned that they should in no case, attempt to alter or otherwise tamper with any entry in a document or the attested certified copy submitted by them, nor should they submit a tampered/ fabricated document. If there is any inaccuracy or any discrepancy in filling OMR Sheet, OMR sheet will not be evaluated.

**Without prejudice to criminal action/debarment from DBRAIT examination wherever necessary, candidate will be summarily cancelled at any stage for a period of maximum 03 years of the recruitment in respect of candidates found having indulged in any of the following malpractices :-**



1. In possession of MOBILE PHONE & ACCESSORIES AND OTHER ELECTRONIC GADGETS WITHIN THE PREMISES OF THE EXAMINATION CENTRES, WHETHER IN USE OR IN SWITCHED OFF MODE AND IN PERSON OR OTHERWISE.
2. Involved in various malpractices.
3. Using unfair means in the examination hall like copying, cheating etc.
4. Obtaining support for his/her candidature by any means.
5. Impersonate / procuring impersonation by any person.
6. Submitting fabricated documents or documents which have been tampered with.
7. Making statements which are incorrect or false or suppressing material information.
8. Resorting to any other irregular or improper means in connection with his/her candidature for the examination.
9. Misbehaving in any other manner in the examination hall with the Supervisor, Invigilator or Commission's representatives.
10. Taking away the Answer Sheet with him/her from the examination hall, or passing it on to unauthorized persons during the conduct of the examination.
11. Intimidating or causing bodily harm to the staff employed by the DBRAIT for conduct of examination.
12. To be ineligible for the Examination by not fulfilling the eligibility conditions mentioned in the Notice.
13. Candidature can also be cancelled at any stage of the recruitment on any other ground which, the DBRAIT authorities considers to be sufficient cause for cancellation of candidature.
14. The result of the Written Competitive Examination/final result of the recruitment examination will be made available on the <https://erecruitment.andaman.gov.in/> Portal.

#### **14. IMPORTANT INSTRUCTIONS FOR THE CANDIDATES**

1. The DBRAIT authority will not undertake detailed scrutiny of applications for the eligibility and other aspects before the written examination, and thus the candidature is accepted only **provisionally**. The candidates are advised to go through the requirements of educational qualification, age etc, and satisfy themselves that they are eligible before applying. When scrutiny is undertaken,

at any stage, if any claim made in the application is not found substantiated, the candidature shall be cancelled and the DBRAIT authority decision shall be final and binding.

3. Candidates are advised to go through the details instructions contained in this notice which are available on the portal <https://erecruitment.andaman.gov.in/> may read carefully before applying.

4. Central Government Servant/Civilian employees, Departmental Candidates of A&N Admn. Claiming age relaxation should be in possession of a certificate from their office in respect of length of continuous service which should be for not less than three years in the immediate period preceding the closing date for receipt of online application. They should continue to have the status of Central Government Civilian employees /servants till the time of appointment, in the event of their selection.

#### **15. Selection of Candidates:-**

**A)** Final selection for appointment to the post Cook notified herein, will be made on the basis of total marks secured in the written and skill test subject to the candidates qualifying in the Skill test.

**C)** Merit list will be prepared on the principle that name of a candidate appears for appointment against the post strictly with reference to the order of individual merit.

#### **16. How to apply.**

**(A) (i)** The candidates should register their full particulars of the application through online at <https://erecruitment.andaman.gov.in/>. The online application will be accepted from **6<sup>th</sup> May 2023 (11:00AM) to 6<sup>th</sup> June 2023 (upto 12 midnight)**. The candidates should provide all the mandatory details in the online portal failing which, the application will not be accepted by the online website. Photograph to be uploaded should be 8 bit JPEG format and its size should be between 10 Kb to 50 Kb with resolution recommended is 140 X 60 (width X Height). It is also advised to enable JavaScript in the browser such as Internet explorer, Firefox, Google chrome etc to successfully upload your online application. The website will also allow the applicant to take print out forthwith of the submitted application to facilitate candidate. Those who may fail to take

print out immediately after submitting their application can download the filled in forms later also.

(ii) All the candidate who have duly registered his/her name in the local Employment Exchange as a un-employed must enter his/her registration number at the appropriate box of the on application while filling online.

**B. Copies of documents to be uploaded with the online Application to be submitted at the time of documents verification after the written examination :-**

**a) One copy of recent passport size photograph with a white background**

**b) Self Attested copies of certificates in respect of:-**

i) Essential Qualification Certificate of the respective field and higher qualification if any issued by the competent authority in respect of the post ( Category of post) applied for. (Provisional certificate etc will not be entertained.)

ii) 10thPass Certificate issued by the CBSE or any other recognized Board of School Education indicating the date of birth. (Provisional certificate etc will not be entertained.)

iii) OBC Certificate issued by any Revenue Authority Competent within the jurisdiction of A&N Admn. in respect of such reserved category.

iv) Employment Registration Certificate /card issued by the Competent Authority under A&N Admn. indicating registration number.

**17. Closing date for online application : 6<sup>th</sup> June 2023 till 12 midnight.**

**18. Admission to the Examination:-**

**a) Helpdesk:-**Candidate may contact through email [aodbrait1984@gmail.com](mailto:aodbrait1984@gmail.com) to clarify / resolve any problem related to registration of online application.

**b)** Before filling his/her online application, the candidate must carefully read the eligibility conditions for the examination and satisfy himself/herself that he/she fulfills all eligibility conditions and should upload all requisite documents to avoid rejection of his/her candidature.

**c)** Admit card for the Written Examination as well as Skill Test indicating the Schedule Date, Time table, Venue / Center of the Examination will be made available on the portal <https://erecruitment.andaman.gov.in/> which is to be

**DOWNLOADED and PRINTED** by all the candidates through Internet at which the candidates themselves should generate ( download) in hard form and the DBRAIT shall not be responsible for non- receipt /delay in obtaining the same by the candidate.

Accordingly, a draft application format is placed below :-

**ANNEXURE**

To

The Principal  
Dr. BRAIT  
Pahargaon, Port Blair

Affix a recent passport size colour picture taken on a white background

**APPLICATION FOR THE POST OF COOK**

1.	Name of the Post applied for	
2.	Name of the candidate (as recorded in educational certificate)	
3.	Father/ Husband Name	
4.	Date of birth (as recorded in educational certificate)	
5.	Age (as on .....)	..... (Years) ..... (Months) ..... (Days)
6.	Educational & Other qualifications	
7.	Experience (applicable for the post of cook)	
8.	Category (Certificate to be attached)	
9.	Employment exchange Regd. No.	
10.	Whether Departmental Candidate	If yes. Upload the No objection certificate issued by the Head of the Department

11.	Permanent address	
12.	Address for communication / phone no. & mobile no. and email id.	Address of Communication along with pin code  Mobile (mandatory) Email (mandatory)
13.	Documents Submitted	1. 2. 3. 4.

**DECLARATION**

I ....., S/o, D/o, W/o \_\_\_\_\_ r/o \_\_\_\_\_ hereby declare that the information furnished above are true to the best of my knowledge and belief.

I do understand that in the event of any information being found false or incorrect or withheld or before/ after the selection, my candidature is liable to be cancelled followed by initiation of legal action.

Date :

**Signature of the Candidate**