

**VACANCY NOTICE**

RECRUITMENT TO THE GROUP B(NG) POST TO BE FILLED IN THE DIRECTORATE OF INFORMATION PUBLICITY & TOURISM BY CONDUCTING OPEN, COMPETITIVE RECRUITMENT EXAMINATION **13.08.2023 (Sunday)**

1. The Directorate of IP&T, A&N Administration is going to conduct "Open Competitive Recruitment Examination on **13.08.2023 (Sunday)** for filling-up Group B (NG) vacant post as per the details given below, for which, ONLINE APPLICATIONS are invited from eligible candidates.
2. **DETAIL OF VACANCY:-**

1	Name of Post	Artist/Designer				
2	Classification	General Central Service Group 'B', Non Gazetted.				
3	Pay Scale	Rs. 35400-112400 (Level - 06)				
4	Number of Vacancy - 01*	UR	OBC	ST	EWS	Total
		01	-	-	-	01
5	Educational Qualification	<p><b>Essential:-</b></p> <p>(i) Degree in Fine/ Commercial Arts/ Graphics Designing from a recognized University or its equivalent.</p> <p align="center"><b>Or</b></p> <p>Diploma in Fine/Commercial Arts/ Graphics Designing from a recognized Institute with 02 year's experience in Commercial/ Graphics Designing.</p> <p align="center"><b>Or</b></p> <p>Degree of a recognized University and have passed Govt. Technical Examination in free hand outline drawing and painting (Higher Grade) or have obtained a Diploma from Govt. School of Arts and Commerce.</p> <p align="center"><b>AND</b></p> <p>(ii) Qualify trade test.</p> <p><b>Desirable:-</b></p> <p>1. Master's Degree in Fine/Commercial Arts/ Graphic Designing from a recognized University or its equivalent.</p> <p>2. Two year's experience in the relevant field.</p>				
6	Age Limit**	<p><b>Not exceeding 30 years.</b></p> <p>1) A candidate for this examination must have attained the age of 18 years and must not have attained the age over and above upper age limit in respect of male/ female candidates as on closing date of receipt of online application.</p> <p>2) <b>02 years</b> relaxation of upper age limit will be allowed above the upper age limit of prescribed in the RR vide Order No. 2285 dated 01.09.2022 and Order No. 2758 dated 20.10.2022 of the A&amp;N Administration.</p> <p>3) <b>05 years</b> age relaxation to the Central Government Civilian Employees who have rendered not less than 03 years regular service and continuous service on closing dated for receipt of online application.</p> <p>4) <b>03 years</b> age relaxation to the Ex-Service (ESM) after deduction of Military service rendered from the actual age as on closing date of receipt of online application.</p>				

		<p>5) <b>10 years age</b> relaxation to the PwD (Unreserved) candidates.</p> <p>6) <b>Upto 40 years</b> of age relaxation to DRM and contract employees including SSCTs in accordance with the instruction/order issued by the A &amp; N Administration vide circular No. 45/1998-PW dated 19.11.2011.</p>
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\*Subject to variation of post.

\*\*The crucial date for determining age limit shall be the closing dated of receipt of Online application.

**NOTE:**

- i) Number of vacancies shown under column 6 to 13 of the Annexure-I are subject to variation.
- ii) The eligibility of the candidates in terms of age, educational qualification, category etc. will be determined on the closing date. The candidate must be in possession of Degree/Diploma/Provisional in the relevant filed mentioned in the above table i.e. the final result must be out on or before the closing date i.e. **20.07.2023 (Till 12.00 Midnight)** and he/she must have been declared successful in it.
- iii) Reservation of ST candidates as applicable to those STs as specified in the constitutional Order No. 1959, A&N Islands (Scheduled Tribes). Subject to availability of reserved post(s).
- iv) Reservation for OBC candidates as applicable to those OBCs as specified in the Administration Circular No. 8-3/2003-TW dated 30<sup>th</sup> March, 2006. Subject to availability of reserved post(s).
- v) Reservation for disable persons PwD (Unreserved), Ex-serviceman etc. shall be applicable as per the guidelines/ instruction issued by Govt./ A&N Administration from time to time.
- vi) All candidates shall be required to apply online for the post(s) whether they are registered with the Employment Exchange or otherwise.
- vii) The Departmental Candidates must also apply online, 'No objection Certificate's issued by the concerned Head of the Department must be produced at the time of verification of original certificates/ documents.
- viii) The candidates/ aspirants who fulfil all the essential criteria as per the vacancy notice may apply to the post(s).
- ix) The written Examination Centres will be communicated later through local Newspapers and online platform of the Administration.
- x) Applicant must be an **Indian Citizen**.

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

Candidates who wish to be considered against the reserved vacancies (if reservation arises) or seek age relaxation must produce their original certificates issued by the Competent Authority and to submit a copy of the Original certificate duly self-Attested whenever sought by the Administration, otherwise, their claims for ST/OBC/EWS/PwD/ESM status or age relaxation will not be entertained and their candidature/ applications shall be considered under General (UR) category. Certificate for the status of Creamy Layer issued between 11.06.2020 to 30.04.2023 only will be accepted.

NOTE: Candidates are cautioned that they shall be permanently debarred from the examination conducted by the Directorate of IP&T A&N Administration in case, they fraudulently claim ST/OBC/ESM/PwD status.

Visually Handicapped (VH) candidates with visual disabilities of forty per cent (40%) and above and candidates suffering from Cerebral Palsy can avail the assistance of a SCRIBE in the written examination subject to such requests being made in the application form **beforehand**. Question papers and Answer Sheet will not be provided in BRAILLE. No attendant will be allowed with Visually Handicapped (VH/ Cerebral Palsy) candidates inside the Examination premises.

Persons with Visual Disability less than forty per cent (40%) will not be considered as Visually Handicapped persons. One eyed candidates and partially blind Candidates who are able to read the normal Question Papers set for all the candidates with or without Magnifying Glass and who wish to write/ indicate the Answer with the help of Magnifying Glass will be allowed to use the Magnifying Glass in the examination Hall and will not be entitled to a SCRIBE. Such candidates will have to bring their own Magnifying Glass to the Examination Hall. Similarly, other person with less than forty per cent (40%) disability will not be considered under the VH/HH/OH/MI category as the case may be.

**4. Fee Payable: Rs. 25/- (Rupees Twenty five only)**

Vide Order No. 1208 dated 01.05.2023 of Deputy Secretary (Finance-I) the candidates (Except Female/ST/Persons with Bench Mark Disability candidates who are exempted from payment of fees) are required to pay a fee of Rs. 25/- (Twenty five only) either by remitting the money in the bank as detail below:-

Account Name : Principal, Dr. B R Amberdkar Institute of Technology  
(Recruitment Exam fee)  
Account Number : 41881546799  
IFSC : SBIN0017178  
Branch : Dollygunj

**OR** by using Net Banking facilities of any bank or by using Viza/ Master/ RuPay/ Credit/ Debit/ UPI Payment.

No fees for ST/PwD/Women Candidate for any community. No "Fee exemption" is available to Gen/OBC/EWS male candidates and they are required to pay the full prescribed fee.

**5. Centre of Examination:-**

The written Examination centre will be probably at Port Blair. The exam centre will be communicate later through local Newspapers and online platform of the Director of IP&T, A&N Administration.

**6. SCHEME OF EXAMINATION** – The Examination will be conducted in two parts i.e. Tier-I Written Examination and Tier-II Trade Test.

**6(1) Written Examination: Tier – I** The subject of the examination, the time allowed, the maximum marks for each subject will be as follows:

Sl.No	Subject	No. of Questions (MCQ)	Max. Marks	Time allowed
1	Arts & Designing	40	40	01.30 Hrs (One Hour Thirty Minutes Only )
2	General Awareness	30	30	
3	English Language	30	30	
<b>Total Maximum Mark</b>			<b>100</b>	

**6(2) SYLLABUS :-**

- Art & Designing:-**The questions in this topic shall consist of the questions to check the knowledge candidates in the subject of Fine/Commercial Arts/Graphic designing, drawing and painting.
- General Awareness:-**Questions in this competent will be aimed attesting the knowledge of candidates about the environment around them and its application to society. Questions will also be designed to test knowledge of current events and of such matters of every day observation and experience in their scientific aspects as may be expected of every educate person. The test will also include question relating to India and its

neighbouring countries especially pertaining to sports, History culture, Geography, Economic, Science, General Politics, Indian Constitution and Scientific Research etc. These questions will be such that they do not require a special study of any discipline.

3. **English Language:-** Spot the Error, Fill in the Blanks, Synonyms/Homonyms, Antonyms, Spellings/Detecting Mis-Spelt words, Idioms & Phrases, One word substitution, Improvement of Sentences, Active/Passive Voice of Verbs, Conversion into Direct/Indirect narration, shuffling of Sentence parts, Shuffling of Sentences in a passage, Close Passage, Comprehension Passage etc.

**6(3) Trade Test (Tier – II):-** A Qualifying Trade Test will be conducted only for the shortlisted candidates of Tier - I (Written Exam). Subject to verification of certificates and fulfilment of the essential qualification as per the notified Recruitment Rule.

NOTE-I: There will be negative marking of 0.25 marks for each wrong answer for the written examination (Tier-I). Candidates are, therefore, advised to keep this in mind while answering the questions.

NOTE-II: Each candidate may be required to appear for written examination either in morning or evening shift as per the time schedule along with hall ticket and ID proof.

NOTE-III: The Recruitment Agency or the Directorate of IP&T, A&N Administration reserves the right to restrict entry to the examination venue as per the given time schedule.

The Authorities shall, have full discretion to fix the minimum qualifying marks in one and all the subjects. The question paper in respect of will be set in English only. Only such candidates, who attain a minimum standard, as may be fixed by the Authorities in their discretion will be considered for skill test.

#### **7. Verification of documents:**

All the short listed candidates of written exam (Tier-I), should get their original certificates/ Testimonials duly verified as are mandatory and submit another self-attested copy of all those mandatory certificates /testimonials in person along with the printed copy of Online Application to the authorized officers/officials at the prescribed venue on the schedule date & time, failing which, his/her candidature shall be struck off from the relevant panel for all purposes and no further request/correspondence shall be entertained.

#### **8. GENERAL INSTRUCTIONS TO BE COMPLIED WITH CANDIDATES IN THE WRITTEN EXAMINATION**

- (i) Candidates must write the papers/indicate the answers in their own hand (Except for VH BY THE and Cerebral palsy candidate wherein, SCRIBE may be permitted to assist.
- (ii) In the question papers, wherever necessary, the Metric systems of weights and measures only will be used.
- (iii) Candidates are not permitted to use calculators and other electronic gadgets except as specified in the Notice. They should not, therefore, bring the same inside the Examination Premises/ Venue.
- (iv) 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.

### **9. MODE OF SELECTION:**

1. The candidates have to appear in the Tier-I at the centre allotted to him/her. There will be negative marking of 0.25 marks for each wrong answer. No marks would be awarded for an un-attempted question.
2. Candidates will be short listed for Trade Test (Tier-II) on the basis of their merit in the Written Examination (Tier-I), Subject to verification of certificates as per essential qualifications for the post of Artist/Designer in the existing notified Recruitment Rule. The cut-offs in the Written Examination shall be fixed at the sole discretion of the Recruitment Agency or the Directorate of IP&T.
3. Mark in Skill/Trade Test will be qualifying nature only and will not be considered for evaluation of merit of qualifying candidates.
4. Success at the examination confers no right of appointment whatsoever unless the A&N 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.

### **10. RESOLUTION OF CANDIDATES HAVING EQUAL MARKS:**

In cases where more than one candidate secures the equal aggregate marks, they will be resolved by applying the following methods one after another:-

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

### **11. ADMISSION TO THE EXAMINATION:**

All candidates who apply in response to this advertisement on or before the CLOSING DATE & TIME FOR ONLINE APPLICATION will be assigned Roll numbers. The Admit Cards will be made available on the website of A & N Administration i.e. <https://erecruitment.andaman.gov.in/crap> around 2 weeks before the Written Examination. In case, a candidate does not find his/her name in the above uploaded list, candidate must immediately contact the Assistant Director (Admn.), Directorate of IP&T a shall deprive him/her of any claim for consideration subsequently [asst.directortsm06@gmail.com](mailto:asst.directortsm06@gmail.com) with proof of having submitted his/her application online, Failure to do so shall deprive him/her of any claim for consideration subsequently.

The candidates 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, while attending the examination, failing which, they shall not be allowed to appear for the examination.

The photographs used by the candidates must be a recent, relaxed face, and the picture should be in coloured, against a light-coloured, preferably white 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 not be covered less than 80 % of the entire photo.

### **12. 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/department from A & N Administration's examination wherever necessary, candidates 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 OTHER WISE.
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 Administration'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 Administration for the 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 Directorate of IP&T, A&N Administration considers to be sufficient cause for cancellation of candidature.

### **13. THE A&N ADMINISTRATION / THE DIRECTORATE OF IP&T DECISION SHALL BE FINAL AND BINDING**

The decision of the A&N Administration/The Directorate of IP&T in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s) allotment of examination centres, election and allotment of posts/ organizations to selected candidates shall be final and binding on the candidates and no enquiry/ correspondence shall be entertained in this regard.

### **14. COURT JURISDICTION**

Any dispute in regard to this recruitment shall be subject to Courts/ tribunals having jurisdiction over the Directorate of IP&T, A&N Administration only.

13. The results of the Written Competitive Examination/final result of the recruitment examination will be made available on website of A&N Administration/the Directorate of IP&T. ([www.andamantourism.gov.in](http://www.andamantourism.gov.in))

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

1. The Directorate of IP&T, A&N Administration will not undertake detailed scrutiny of applications for the eligibility and other aspects 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, any stage, if any claim made in the application is not found substantiated, the candidature shall be cancelled and the Administration's decision shall be final and binding.
2. Candidates are advised to go through the detailed instructions contained in this notice which are available on the websites of Directorate of IP&T, A&N Administration i.e. <https://erecruitment.andaman.gov.in/crap> may read carefully before applying.
3. Central Government Servant/ Civilian employees, Departmental Candidates of A&N Administration 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/services till the time of appointment, in the event of their selection.

4. The Candidates must write their Name, Date of Birth, Father's name and Mother's Name Strictly as given in the Matriculation Certificate Otherwise their candidature will summarily be cancelled at the time of document verification or as and when comes into the notice of the Directorate of IP&T, Andaman & Nicobar Administration.
5. The Candidates seeking relaxation of Age in-terms of Administration's circular bearing No. 45/96-PW dated 06.06.2001 and 45/1998-PW dated 19.09.2011, must possess the required certificate issued by the Competent Authority.

#### 14. Selection of Candidates:-

1. The Recruitment Agency of Tier- I (written examination) will forward the list of shortlisted candidates to the respective Appointing Authority/Head of Department keeping in view the number of vacancies notified post from the merit list, made available for Trade Test (Tier-II) to the post(s).
2. Final Selection for appointment to the post(s) notified herein will be made on the basis of marks secured in the written Examination (Tier-I) amongst the qualified candidates of the Trade Test (Tier-II).
3. There will a probation period of 02(Two) years.
4. Success at the examination confers no right of appointment whatsoever unless the A&N 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.

#### 15. IMPORTANT DATES:

1.	Date of Notification	30.06.2023
2.	Link for online filling of applications	<a href="https://erecruitment.andaman.gov.in/crap">https://erecruitment.andaman.gov.in/crap</a>
3.	Date of receiving applications online	01.07.2023 Time: 11.00 AM
4.	Closing Date of receiving applications	20.07.2023 Time: 12.00 Midnight
5.	Date of Examination	13.08.2023 (Sunday)
6.	Link for Help Desk	<a href="mailto:Asst.directortsm06@gmail.com">Asst.directortsm06@gmail.com</a>
7.	Telephone No.,	03192-234305 (between 10.00 AM to 5.00 PM)

#### 16. HOW TO APPLY:

1. The candidate should register their full particulars of the application through online at <https://erecruitment.andaman.gov.in/crap> The online application will be accepted from **01.07.2023 (from 11.00 am) to 20.07.2023 (Till 12:00 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 of 8 bit JPEG format and its size should be between 10 Kb to 50 Kb with resolution of 100x200 (pixels). 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 of facilitate candidate. Those, who may fail to take print out immediately after submitting their application can downloaded the filled in forms later also.
2. All the candidates who have duly registered his/her name in the local Employment Exchange as Un-employed must either his/her registration number at the appropriate box of the on application while filling online.

3. Copies of documents with the downloaded Application to be submitted at the time of documents verification after the written examination along with two copies of recent Passport size photograph.
4. Self-Attested copies of certificates in respect of :- Essential Qualification Certificate of the respective field and higher qualification if any issued by the competent authority in respect of the post (category of posts) applied for. X<sup>th</sup> Pass 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).
5. OBC/ST Certificate issued by Revenue Authority Competent within the jurisdiction of A&N Administration in respect of such reserved Category.
6. For Meritorious Sports persons for such category of candidates, Certified issued by the Competent Authority (Sports Authority of India or A&N Sports Council).
7. Employment Registration Certificate/Card issued by the Competent Authority, under A&N Administration indicating registration number.

**18. Closing Date for Online Application:- 20.07.2023 till 12:00 Midnight.**

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

2. Helpdesk:- Candidate may contact the Administration through email [asst.directortsm06@gmail.com](mailto:asst.directortsm06@gmail.com) to clarify/resolve any problem related to registration of online application. The candidate can also seek clarification on Telephone No. 03192-234305 between 10.00 AM to 05.00 PM on working days.
3. Before filling his/her online application, the candidate must carefully read the eligibility conditions for the examination and satisfy himself/herself that he/she fulfils all eligibility conditions and should upload all requisite documents to avoid rejection of his/her candidature.

Admit Card for the Written Examination indicating the Schedule Date, Time Table, Venue/Centre of the Examination will be made available on the website which is to be DOWNLOADED/ PRINTED OUT by all the candidates through Internet at <https://erecruitment.andaman.gov.in/crap> Which the candidates themselves should generate (download) in hard form and the Department of IP&T, A&N Administration shall not be responsible for non-receipt/delay in obtaining the same by the candidates.

**20. Interpretation of Contents:-**

Note:- In case of any discrepancy arise in content in English & Hindi version of the Vacancy Notice, the content of English version & its interpretation shall be final & binding.

  
Director (IP&T)  
A&N Administration

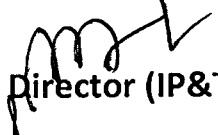
  
27/6

  
28/6



**ARTIST/DESIGNER****Age: Not exceeding 30 years as per RR**

Sl.No	GENDER	CATEGORY	GOVT	AGE_ MIN	AGE_ MAX	EX_ SERVICE	PwD	DRM/ Contract
1	MALE/FEMALE	GEN	No	18	32	No	No	No
2	MALE/FEMALE	GEN	Yes	18	35	No	No	No
3	MALE/FEMALE	GEN	No	18	46	Yes	No	No
4	MALE/FEMALE	GEN	No	18	42	No	Yes	No
5	MALE/FEMALE	GEN	Yes	18	35	No	Yes	No
6	MALE/FEMALE	OBC	No	18	32	No	No	No
7	MALE/FEMALE	OBC	Yes	18	35	No	No	No
8	MALE/FEMALE	OBC	No	18	46	Yes	No	No
9	MALE/FEMALE	OBC	No	18	42	No	Yes	No
10	MALE/FEMALE	OBC	Yes	18	35	No	Yes	No
11	MALE/FEMALE	ST	No	18	32	No	No	No
12	MALE/FEMALE	ST	Yes	18	35	No	No	No
13	MALE/FEMALE	ST	No	18	46	Yes	No	No
14	MALE/FEMALE	ST	No	18	42	No	Yes	No
15	MALE/FEMALE	ST	Yes	18	35	No	Yes	No

  
Director (IP&T)  
28/6

ANNEXURE-I**ANNEXURE FOR GROUP 'B'(NG) VACANT POST UNDER DIRECTORATE OF IP&T**

Sl.No.	Name of post	Pay Level	Educational Qualification		No. of vacancy	Vertical Reservation				Horizontal Reservation		
			Essential Qualification	Desirable		UR	ST	OBC	EWS	PwD	MSP	ESM
1	2	3	4	5	6	7	8	9	10	11	12	13
1	Artist/Designer	Level -6 (Rs 35400-112400)	<p>(i) Degree in Fine/ Commercial Arts/ Graphics Designing from a recognized University or its equivalent.</p> <p style="text-align: center;"><b>Or</b></p> <p>Diploma in Fine/Commercial Arts/ Graphics Designing from a recognized Institute with 2 years experience in Commercial/ Graphics Designing.</p> <p style="text-align: center;"><b>Or</b></p> <p>Degree of a recognized University and have passed Govt. Technical Examination in free hand outline drawing and painting (Higher Grade) or have obtained a Diploma from Govt. School of Arts and Commerce</p> <p style="text-align: center;"><b>AND</b></p> <p>(ii) Qualify trade test</p>	<p>1. Master's Degree in Fine/Commercial Arts/ Graphic Designing from a recognized University or its equivalent.</p> <p>2. Two years experience in the relevant field</p>	01	01	-	-	-	-	-	-

  
Director (IP&T)

27/6

28/6