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Government of India

Ministry of Defence

RECRUITMENT OF CIVILIAN PERSONNEL IN INDIAN NAVY- 2023

INDIAN NAVAL CIVILIAN ENTRANCE TEST
RECRUITMENT OF CHARGEMAN-II (REDESIGNATED AS CHARGEMAN)
NOTIFICATION – CM 01/2023

1. Indian Navy invites applications from eligible candidates to apply **ON-LINE** through website **www.joinindiannavy.gov.in** for the post of **Chargeman-II (redesignated as Chargeman).** Selected candidates will have to serve in the units under administrative control of **(a)** Headquarters Western Naval Command, Mumbai **(b)** Headquarters Eastern Naval Command, Visakhapatnam **(c)** Headquarters Southern Naval Command, Kochi and **(d)** Headquarters Andaman and Nicobar Command, Port Blair. Indian Navy reserves the right to post candidates to any place in India depending upon organisational requirements/constraints. Candidates are advised to read the complete advertisement carefully, before filling up the online application form.

(ONLY ON-LINE APPLICATIONS WILL BE ACCEPTED)

General Central Service, Group 'B' Non Gazetted, Non Ministerial,
Pay Scale- Level-6 (Rs.35400-112400) in the Pay Matrix

S. No	TRADE	ESSENTIAL QUALIFICATION REQUIREMENT	Distribution of Vacancies (Subject to variation of vacancies)										
			UR	EWS	OBC	SC	ST	TOTAL	PwBDs CAT	Command wise Vacancy details			
										ENC	ANC	SNC	WNC
ELECTRICAL GROUP													
(a)	ELECTRICAL FITTER	Degree in Science with Physics or Chemistry or Mathematics from a recognized university. (OR) Diploma in Electrical Engineering recognized by University or Board	18	4	9	8	3	42	CAT (B) - 1	17	1	4	20
WEAPON GROUP													
(b)	ELECTRONICS FITTER	Degree in Science with Physics or Chemistry or Mathematics from a recognized university. (OR) Diploma in Electronics / Electronics & Instrumentation / Electronics & Communication / Electronics & Telecommunication / Instrumentation / Instrumentation & Control / Communication Engineering recognized by University or Board.	7	0	3	1	0	11	-	3	1	0	7
(c)	GYRO FITTER		4	0	1	0	0	5	-	3	1	0	1
(d)	RADIO FITTER		4	1	2	0	0	7	CAT (A) - 2	1	0	1	5
(e)	RADAR FITTER		8	1	1	1	0	11	-	6	0	0	5
(f)	SONAR FITTER		4	0	1	1	0	6	-	4	0	0	2
(g)	INSTRUMENT FITTER	Degree in Science with Physics or Chemistry or Mathematics from a recognized university. (OR) Diploma in Electronics / Electronics & Instrumentation / Instrumentation / Instrumentation & Control Engineering recognized by University or Board.	3	0	0	1	0	4	-	1	0	0	3
(h)	COMPUTER FITTER	Degree in Science with Physics or Chemistry or Mathematics from a recognized university. (OR) Diploma in Computer Science / Computer Engineering/ Computer Technology / Information Technology recognized by University or Board.	5	0	2	0	0	7	-	2	2	0	3
(i)	WEAPON FITTER	Degree in Science with Physics or Chemistry or Mathematics from a recognized university. (OR) Diploma in Mechanical Engineering recognized by University or Board.	6	0	2	0	0	8	CAT (D&E) - 1	4	0	0	4
ENGINEERING GROUP													
(j)	BOILER MAKER	Degree in Science with Physics or Chemistry or Mathematics from a recognized university. (OR) Diploma in Mechanical Engineering recognized by University or Board.	3	0	0	0	0	3	-	2	0	0	1
(k)	ENGINE FITTER		19	5	12	7	3	46	CAT (A) - 1 CAT (C) - 1 CAT (D&E) - 1	27	3	2	14
(l)	FOUNDER		2	0	0	0	0	2	-	1	0	0	1
(m)	GT FITTER		7	1	3	1	0	12	-	8	0	0	4
(n)	ICE FITTER		14	1	4	3	0	22	-	7	0	3	12
(o)	PIPE FITTER		13	1	4	2	1	21	CAT (A) - 2*	15	0	1	5
(p)	MACHINIST		10	2	5	4	1	22	CAT (A) - 1	7	1	0	14

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(q)	MACHINERY CONTROL FITTER	Degree in Science with Physics or Chemistry or Mathematics from a recognized university. (OR) Diploma in Electronics / Electronics & Instrumentation / Instrumentation / Instrumentation & Control Engineering recognized by University or Board.	2	0	2	1	0	5	-	4	1	0	0
(r)	REF & A/C FITTER	Degree in Science with Physics or Chemistry or Mathematics from a recognized university. (OR) Diploma in Mechanical Engineering / Refrigeration & Air conditioning recognized by University or Board.	4	2	1	1	0	8	-	4	2	0	2
CONSTRUCTION AND MAINTENANCE GROUP													
(s)	PLATER	Degree in Science with Physics or Chemistry or Mathematics from a recognized university. (OR) Diploma in Mechanical Engineering recognized by University or Board.	15	2	6	3	2	28	CAT (B) - 1	16	1	2	9
(t)	WELDER		10	3	3	4	1	21	CAT (C) - 1	11	2	1	7
(u)	SHIPWRIGHT		15	1	5	1	1	23	-	9	0	1	13
(v)	LAGGER	Degree in Science with Physics or Chemistry or Mathematics from a recognized university. (OR) Diploma in Dress making / Garment Fabrication Technology.	7	0	1	1	0	9	-	4	2	0	3
(w)	RIGGER	Degree in Science with Physics or Chemistry or Mathematics from a recognized university. (OR) Diploma in Mechanical Engineering recognized by University or Board.	4	0	1	0	0	5	-	2	2	0	1
(x)	SHIP FITTER		4	0	2	0	0	6	-	0	0	0	6
(y)	MILLWRIGHT		8	0	1	0	1	10	-	2	1	0	7
(z)	ICE FITTER CRANE		4	0	1	0	0	5	-	1	0	0	4
(aa)	PAINTER	Degree in Science with Physics or Chemistry or Mathematics from a recognized university. (OR) Diploma in Paint Technology / Chemical Engineering recognized by University or Board.	4	0	0	0	1	5	CAT (D&E) - 1	1	0	0	4
(ab)	CIVIL WORKS	Degree in Science with Physics or Chemistry or Mathematics from a recognized university. (OR) Diploma in Civil Engineering recognized by University or Board.	5	0	0	0	1	6	CAT (D&E) - 1	0	1	0	5
PRODUCTION PLANNING AND CONTROL GROUP													
(ac)	PP&C	Degree in Science with Physics or Chemistry or Mathematics from a recognized university. (OR) Diploma in Engineering in the appropriate discipline as mentioned at S.No.(a) to (ab) from a recognized University or Board.	7	1	2	2*	0	12	CAT (D&E) - 1	7	4	0	1
Total			**216**	**25**	**74**	**42**	**15**	**372**	**15**	**169**	**25**	**15**	**163**

* Including Backlog vacancies of 01 SC vacancy and 01 PwBDs vacancy of CAT-A.

Note:- **Suitability for PwBDs** – As per the posts identified by Ministry of Social Justice & Empowerment, the following PwBD candidates with suitable categories of Benchmark Disability may apply for post accordingly.
Suitable categories of Benchmark Disability
VH (B,LV), HH (D,HH), OH(OA, BA, OL, BL, OAL, CP, LC, Dw, AAV) & Others (ASD(M, MOD), SLD, ID, MI and Multiple Disabilities)
Functional Requirement
S, ST, W, BN, RW, SE, H, C, MF
PwBD Applicants, must be in possession of disability certificate issued by the Competent Authority prior to applying Online, in the format given in Annexure-I of GoI/DoP&T OMs 36035/1/2012- Estt.(Res) dated 29 Nov 2013 and 36035/2/2017 - Estt.(Res) dated 15 Jan 2018.

2. **ABBREVIATIONS USED**. **UR**- Unreserved, **SC**- Scheduled Caste, **ST**- Scheduled Tribes, **OBC**- Other Backward Class, **EWS-** Economically Weaker Section, **PwBDs**- Persons with Benchmark Disabilities: CAT(A) - blindness and low vision, CAT(B) - Deaf and Hard of hearing, CAT(C) - locomotor disability including cerebral palsy, leprosy cured, dwarfism and attacks victim and muscular dystrophy, CAT(D & E) - Autism, intellectual disability, specific learning disability and mental illness, Multiple disabilities from amongst person under clauses (A) to (D) including deaf-blindness. **S**- Sitting, **ST**- Standing, **W**- Walking, **BN**- Bending, **MF**- Manipulation with Fingers, **SE**- Seeing, **H**- Hearing, **C**- Communication, **B**- Blind, **LV**- Low Vision, **D**- Deaf, **HH**- Hearing Impaired, **OA**- One Arm, **BA**- Both Arms, **OL**- One Leg, **BL**- Both Legs, **OAL**- One Arm and One Leg, **CP**- Cerebral Palsy, **LC**- Leprosy Cured, **Dw**- Dwarfism, **AAV**- Acid Attack Victims, **ASD(M, MoD)**- Autism Spectrum Disorder (M- Mild, MoD- Moderate), **ID**- Intellectual Disability, **SLD**- Specific Learning Disability, **MI**- Mental Illness, **MD**- Multiple Disabilities, **HQENC** - Headquarters Eastern Naval Command, **HQSNC** - Headquarters Southern Naval Command, **HQWNC** - Headquarters Western Naval Command, **HQANC** - Headquarters Andaman and Nicobar Command.

3. **RESERVATION**. Reservation for SC / ST / OBC / EWS / PwBDs categories is available as per extant Government Orders. The reserved vacancies will be filled up separately from amongst the eligible SCs, STs, OBCs & EWS candidates which will thus comprise of SC, ST, OBC & EWS who are lower in merit than the last candidate on merit list of unreserved category but otherwise found suitable for the appointment even by relaxed standards viz. age limit etc. Similarly, reserved vacancies for PwBDs will be filled up from amongst such eligible candidates from respective category who are lower in merit than the last candidate on merit list of respective category but otherwise found suitable for the appointment even by relaxed standard viz. age limit etc. Reservations for PwBDs fall under the Horizontal reservation which cuts across vertical reservation i.e reservation for SC/ST/OBC/EWS (what is called inter-locking

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reservation). The candidates selected against the PwBDs quota will be placed in the appropriate category of UR/SC/ST/OBC/EWS as the case may be. Those who are not covered under the scheme of reservation for SCs, STs and OBCs and are fulfilling the provisions as per DoP&T orders/guidelines indicated in the OM No.36039/1/2019-Estt. (Res) dated 31 Jan 2019, shall get 10% reservation.

4. **AGE LIMIT, RELAXATION AND CRUCIAL DATE**.

(a) Age limit for the post is 18-25 years as on crucial date.
(b) **The Crucial date** for determining the age limit will be the **closing date for receipt of online applications**. Only matriculation or equivalent / Birth certificate issued by concerned Education Board / Competent Authority will be considered as proof of date of birth.
(c) Permissible relaxation in upper age limit for different categories are as under:

S. No.	Category	Age relaxation permissible beyond the upper age limit
(i)	SC / ST	05 Years
(ii)	OBC	03 Years
(iii)	PwBDs	UR- 10 Years, OBC- 13(10+03) Years, SC/ST- 15(10+05) Years.
(iv)	ESM	03 Years after deduction of the military service rendered from actual age as on the closing date.
(v)	Departmental Candidates with 03 years continuous service in Central Government	05 Years
(vi)	Defence disabled personnel	UR- 03 years (08 years for SC/ST) subject to the condition that they would not be allowed to avail of a larger number of chances in respect of recruitment to a service, or group of services, than the maximum number of chances permissible to any general candidate under the age limit.
(vii)	Persons who had ordinarily been domiciled in the state of Jammu and Kashmir during the period 01.01.1980 to 31.12.1989	Upper age-limit relaxable by five years (subject to maximum number of chances permissible under the relevant rules).

Note. Age relaxation for eligible categories will be as per extant rules issued by the Govt. of India from time to time.

(d) **Process of certification and format of certificates are as under**:
(i) Candidates who wish to be considered against vacancies reserved or seek age-relaxation must submit requisite certificate from the competent authority, in the prescribed format, whenever such certificates are sought by concerned Regional Offices at the time of Document Verification. Otherwise, their claim for SC/ST/OBC/EWS/PwBDs status will not be entertained and their candidature will be cancelled. The certificate of disability issued under the Persons with Benchmark Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (1 of 1996) will also be valid. Certificates in any other format are liable to be rejected.
(ii) Crucial date for claim of SC/ST/OBC/EWS/PwBDs status will be closing date for receipt of online applications.
(iii) A person seeking appointment on the basis of reservation to OBCs must ensure that he / she possesses the caste / community certificate and does not fall in creamy layer on the crucial date.
(iv) Candidates may also note that in respect of the above, their candidature will remain provisional till the veracity of the concerned document is verified by the Appointing Authority. Candidates are cautioned that they will be debarred from the examination conducted by Indian Navy in case they fraudulently claim SC/ST/OBC/EWS/PwBDs status or avail any other benefit.

5. **EDUCATIONAL QUALIFICATION REQUIREMENT** (as on the closing date for receipt of online application)
(a) Degree in Science with Physics or Chemistry or Mathematics from a recognized University;

(OR)

A Diploma in Engineering in the appropriate discipline from a recognized University or Board.
Note:- Detailed Educational Qualifications are mentioned at para 1.
(b) **The applicants with higher qualifications may be considered, provided that they are in possession of one of the requisite essential educational qualifications as mentioned above, as per the decision of the competent authority**.
(c) As per Ministry of Education (MoE) formerly the Ministry of Human Resource Development Notification dated 10-06-2015 published in Gazette of India all the degrees / diplomas / certificates awarded through Open and Distance Learning mode of education by the Universities established by an Act of Parliament or State Legislature, Institutions Deemed to be Universities under Section 3 of the University Grant Commission Act, 1956 and Institutions of National Importance declared under an Act of Parliament stand automatically recognized for the purpose of employment to posts and services under the Central Government provided they have been approved by the Distance Education Bureau, University Grants Commission. Accordingly, unless such degrees are recognized for the relevant period when the candidates acquired the qualification, they will not be accepted for the purpose of Educational Qualification.
(d) Candidates must have acquired the educational qualification requirement as on crucial date of eligibility for the posts they are applying. Candidates whose results of the final examination is awaited as on crucial date of eligibility for the prescribed qualification are NOT eligible and hence should not apply. Mere fulfilment of the minimum eligibility does not entitle to claim his/her candidature for selection to any post.
(e) All candidates who are declared qualified for the Document Verification will be required to produce the relevant Certificates such as Mark sheets, Provisional Certificates etc. for completion of Diploma/Degree in original as proof of having acquired the minimum educational qualification on or before closing date of application, failing which the candidature of such candidates will be cancelled by Indian Navy. The candidates who are able to prove, by documentary evidence, that the result of the qualifying examination was declared on or before the cut-off date and he / she has been declared passed, will also be considered to meet the educational qualification.
(f) In case of the candidates possessing equivalent educational qualification, such candidates shall also produce relevant Equivalence Certificate from the concerned authorities at the time of Document Verification. However, final decision regarding selection of such candidates will be taken by the concerned Appointing Authorities.
(g) The appointment of provisionally selected candidates will be strictly based on the merit position in written examination only and subject to satisfaction of document verification, medical examination and other requirement as specified by the Government of India and Appointing Authority.

6. **NATURE OF DUTIES/ JOB PROFILE IN BRIEF**. Under general supervision of Officers and Shop Foreman, the Chargeman, in the respective trade, is required to undertake repairs and refit of ships and submarines equipment and structure both onboard and in the shop floor. He / She has to maintain plant and machinery at the shop floor. He / She has to supervise and manage his/her team and complete the given task in the stipulated time with required quality. Whenever necessary, he / she has to undertake the independently also. He / She has to take care of safety of his / her workforce under him / her and machines while working onboard ships / shop floor / hazardous areas and also to provide / manage all the accessories / machines etc., to complete the task in time. The nature of duties specified is not all encompassing and is only indicative. The above duties are only illustrative and not exhaustive. Section/ Department of the Indian Navy may add in the list, duties ordinarily performed by personnel at this level.

7. **REMUNERATION AND SERVICE CONDITION**. Recruited candidates will get pay according to the Level 6 of Pay Matrix of 7th CPC for the post and other benefits include dearness allowance, house rent allowance, transport allowance, children education allowance, leave travel concession, medical facilities, CSD facility and other allowances/advances as per extant Govt. of India rules. The recruited candidates will be covered under National Pension System (NPS) of the government unless provided otherwise as per extant Govt. of India rules. The recruited candidates will be governed by the central government rules. The selected candidates will be appointed on probation and are liable to serve anywhere within limits of Union of India including field locations/remote areas, as and when required, as per extant Govt. of India rules.

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8. **OPENING AND CLOSING DATE FOR ONLINE REGISTRATION PORTAL.**

Opening of Online Registration Portal	15th May 2023 at 1000hr
Closing of Online Registration Portal	29th May 2023 at 2300hr

9. **GENERAL INSTRUCTIONS/CONDITIONS**.

(a) A candidate must be either:

(i) A citizen of India or

(ii) A subject of Nepal, or

(iii) A subject of Bhutan, or

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(iv) A Tibetan refugee who came over to India, before the 1st January 1962 with the intension of permanently settling in India, or

(v) A person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda,, the United Republic of Tanzania (Formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intension of permanently settling in India.

(b) Provided that a candidate belonging to categories (ii), (iii), (iv) and (v) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

(c) A candidate in whose case a certificate of eligibility is necessary may be admitted to Examination but the offer of appointment will be given only after the necessary eligibility certificate has been issued to him / her by the Government of India.

(d) The applicant should ensure that he / she fulfils the eligibility and other norms mentioned in the advertisement. Particulars furnished in the application form should be correct in all respect. If any false or incorrect information furnished by the applicant is detected at any stage, his / her candidature will be cancelled without prejudice to take legal action against him / her.

(e) The eligibility with respect to age, educational qualification etc. will be determined as on the closing date for online registration.

(f) In case, the Departmental candidates serving in Central Government, must apply through proper channel. Candidates should obtain NOC at the time of document verification, if shortlisted. Fails to produce the NOC when demanded, his / her candidature will be cancelled.

(g) No relaxation in age limit will be provided unless the category is filled appropriately at the relevant column in the online application form.

(h) Indian Navy reserves the right to cancel the candidature of any candidate found indulging in any malpractice/ unfair means or hiding any material information, misrepresenting facts or canvassing for candidature. Mobiles and other electronic gadgets are banned within the premises of the examination centres. Possession of such equipment whether in use or in switch off mode, during examination will be considered as use of unfair means. All such candidates will be liable to be debarred from this examination as well as future examinations. A criminal proceeding may also be initiated.

(i) Candidates are also requested to check **www.joinindiannavy.gov.in** websites regularly till completion of recruitment for updates / corrigendum and any further instructions.

(j) The SC/ST/EWS candidates should be in possession of a latest copy of caste certificate for claiming age / other relaxation and reservation and produce original certificate on demand**.**

(k) In case of OBCs, the candidate is required to produce, on demand, a caste certificate (valid for three financial years), specifying that the candidate does not belong to 'Creamy layer'. The certificate should be as per format contained in GOI. DOP&T OM 36036/2/2013- Estt.(Res) dated 13 May 2014 and 36033/1/2013-Estt(Res) dated 27 May 2013**.**

(l) Armed Forces personnel applying for the posts should upload an undertaking as per GOI/ DOP&T OM 36034/2/91/Estt.(SCT) dated 03 Apr 1991 to avail age relaxation**.**

(m) The Persons with Benchmark Disabilities, who want to avail benefit of reservation and age relaxation should be in possession of disability certificate issued by the Competent Authority. A person with disability who is selected on his own merit can be appointed against an unreserved vacancy provided the post is identified suitable for Persons with Disability of relevant category.

(n) Candidates belonging to Scheduled Castes, Scheduled Tribes and PwBDs categories may be qualified by applying relaxed standards if the Appointing Authority is of the opinion that sufficient numbers of candidates of these categories are not likely to be available in order to fill up the vacancies reserved for these categories.

(o) SC, ST, OBC, EWS and PwBDs candidates, who are selected on their own merit without relaxed standards, will not be adjusted against the reserved share of vacancies. Such candidates will be accommodated against the general/ unreserved vacancies in the post as per their position in the overall merit or vacancies earmarked for their category, whichever is advantageous to them. The reserved vacancies will be filled up separately from amongst the eligible SC, ST, OBC, EWS and PwBDs candidates.

(p) SC, ST, OBC, EWS and PwBDs candidates who qualify on the basis of relaxed standards viz. age limit, experience or qualifications, permitted number of chances, extended zone of consideration, etc., irrespective of his merit position, is to be counted against reserved vacancies and not against un-reserved vacancies. In so far as cases of ex-serviceman are concerned, deduction of the military service rendered from the age of ex-servicemen is permissible against the reserved or unreserved posts and such exemption will not be termed as relaxed standards in regard to age. Similarly, for PwBDs candidates, relaxation of 10 years in upper age limit will not be termed as relaxed standards.

(q) Success in the examination confers no right of appointment unless the Government is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the service/ post.

(r) The candidates applying for the examination should ensure that they fulfill all the eligibility conditions for admission to the examination. Their admission to the examination will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If, on verification, at any time before or after the written examination, it is found that they do not fulfill any of the eligibility conditions, their candidature for the examination will be cancelled.

(s) The vacancies shown above are provisional and may vary. The vacancies may be reduced/increased or even made nil without assigning any reason thereof. The recruitment process can be cancelled/ postponed/suspended/ terminated without any notice/assigning any reasons, at any stage.

(t) Candidates will have to make their own arrangement for lodging / boarding during the examination.

(u) Marks will be normalised in case of multiple batches of examination.

10. **HOW TO APPLY:** Candidates must satisfy themselves, before applying, about their eligibility for the post. Candidates are, therefore, urged to carefully read the advertisement and complete the application form and submit the same as per the instructions to avoid rejection later.

(a) Candidates must apply online on the website **www.joinindiannavy.gov.in >> Join Navy >> Ways to Join >> Civilian >> Chargeman – II (Redesignated as Chargeman)**. Before filling online application form, applicants are advised to read and download 'How to Apply' guidelines containing instructions for filling up Online Application Form.

(b) The online application portal will be **opened on 15th May 2023 (1000 Hrs) and closed on 29th May 2023 (2300Hrs)**.

(c) **Candidates are strongly advised in their own interest to apply online well before the closing date and not to wait till the last date for depositing the fee to avoid the possibility of disconnection/ inability/ failure to log on the website on account of internet connectivity issue or website overload.** Indian Navy will not be responsible for the candidates, if candidates are not able to submit their application within the last date due to the aforesaid reasons.

(d) Firstly, the candidate must register online by filling up the basic details. After successful registration, the candidate will get a user Id & password on registered email (note it down & keep safely), which will be used to login for filling of application.

(e) The candidate must fill their name, date of birth, father's name & mother's name as given in matriculation/secondary school certificates.

(f) Candidates should have their own mobile number and valid & active personal email id. Indian Navy will not entertain any request for change of mobile number & email address at any stage.

(g) If the candidates commit any mistake in filling the online application form, it cannot be corrected by Indian Navy. Indian Navy will take no responsibility of any kind for such application forms.

(h) Applicants should not submit multiple applications for same post. However, if due to any unavoidable circumstances, any applicant submits multiple applications then he / she must ensure that the application with higher registration number is complete in all respects, which will be considered.

(j) **Candidates will be required to indicate their choice of Command for posting, in order of preference. This will have no bearing on their merit. This information will be utilized by the Indian Navy to determine the place of posting, to the extent feasible in respect of qualified candidates.**

(k) The following documents and their scanned copies (preferably JPG/JPEG/PDF format) must be kept ready before filling the online application:-

(i) Passport size colour photograph with light background (preferably white) without any obstacle covering/obstructing the face and eyes. The size of photograph should be between 20Kb and 50 Kb.

(ii) Candidate's signature should be on a plain white paper with black ink. The signature should not be digitalized. It should be scanned copy of your own signature on paper with pen. The size of signature document should be between 10Kb and 20 Kb.

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(iii) A copy of candidate's Caste/EWS Certificate, in case applying against a reserved post.
(iv) A copy of candidate's Birth Certificate/Matriculation/SSC certificate for Date of Birth.
(v) A copy of candidate's relevant education qualification proof.
(vi) A copy of certificate showing disability for PwBDs and eligibility for scribe, if applicable.

11. **SUBMISSION OF APPLICATION:** (a) Candidates should read the detailed instructions (available on our website) carefully before filling the online application. (b) Candidates must review their application before final submission. (c) Candidates are required to make online payment of application fee (wherever applicable). (d) Eligibility of the candidate will be considered on the strength of the information furnished in the online application form. After final submission, request for change/correction in the particulars given in the application form, shall not be entertained under any circumstances. Indian Navy will not be responsible for any consequences arising out of non-acceptance of any correction/deletion in any particular given by the candidates in application form. Hence candidates are advised to fill the application form carefully. (e) When application is successfully submitted, it will be considered provisionally. Candidates are advised to take a printout of application and keep safely. **No printed copy of application is required to be sent to Indian Navy**. However, candidates have to produce duly signed printed copy of application at the time of document verification, if provisionally shortlisted. A print out of the **ADMIT CARD IS TO BE BROUGHT TO THE VENUE FAILING WHICH THE CANDIDATE WILL NOT BE ALLOWED TO APPEAR FOR THE EXAMINATION.**

12. **APPLICATION FOR MULTIPLE POSTS:** Candidates applying for more than one post should submit their application, complete in all respects, separately. Candidates, who have applied for more than one post, should be aware that centre for each examination may be different, and examination may be on the same day/shift. If the examinations are in two different shifts on the same day, it will be the candidate's responsibility to reach the allocated centre. If the examination for two posts applied by candidate is in the same shift, he/she will be able to appear in the examination of one post as per his/her choice.

13. **APPLICATION FEE, MODE OF PAYMENT AND EXEMPTION FROM PAYMENT OF FEE:**
(a) **APPLICATION FEE:** Non-refundable/Non-transferable application fee of Rs.278 (Rupees Two Hundred and Seventy Eight only) + applicable charges if any is to be paid by the candidates.
(b) **MODE OF PAYMENT:** Fee is to be paid online through credit card/net banking/UPI. All applicable services charges i.e. bank charges shall be borne by candidates only. Application fee paid by the candidates who have not completed their application or whose application is rejected will **NOT** be refunded. Application fee once paid shall **NOT** be refunded under any circumstances not it will be adjusted against any other examination. No representation against such rejection will be entertained.
(c) **EXCEPTION FROM PAYMENT OF FEE:** All women and SC/ST/PwBD/ESM candidates are exempted from payment of application fee, as per extant Govt. of India rules.
(d) Ex-servicemen, who have already secured employment in civil side under Central Govt. on regular basis after availing of the benefits of reservation given to Ex-servicemen for their re-employment, are NOT eligible for fee concession.
Note:- In case fees has been deducted from your account without Application form being generated please wait for seven to ten working days for automatic refund of money to your account.

14. **EXAMINATION CITIES:** The following examination cities have been indicated in the filling instructions and options for choice is made available in the application form. The candidates are to choose any three choices of cities from the following list in the order of priority. The option once given by the candidate will be treated as final and irreversible. The Indian Navy reserves the right to amend/cancel the exam city/centre or re-conduct examination for a particular centre or allot/ change the city of the candidate beyond the choices indicated by the candidates for administrative or other reasons. In case of more number of candidates applying for one city, a few candidates may be allotted to any other city. **Request for change of examination city/centre/date/session will not be entertained under any circumstances.**

S.No	State	Exam Centres / Cities
(a)	Andaman & Nicobar Islands	Port Blair
(b)	Andhra Pradesh	Visakhapatnam
(c)	Bihar	Patna
(d)	Assam	Guwahati
(e)	Delhi	Delhi / New Delhi
(f)	Gujarat	Ahmedabad
(g)	Kerala	Kochi
(h)	Madhya Pradesh	Bhopal
(i)	Maharashtra	Mumbai
(j)	Tamil Nadu	Chennai
(k)	Telangana	Hyderabad
(l)	Uttar Pradesh	Lucknow
(m)	West Bengal	Kolkata

15. **REJECTION CRITERIA:** The rejection of applications will be based on following grounds:
(a) Not meeting Essential Qualification Requirement.
(b) Incomplete or partially filled applications.
(c) Applications without prescribed fees (wherever applicable).
(d) Applications not received through online mode.
(e) Applications having blurred/irrelevant photo, signature or other documents.
(f) Underage or overage as on crucial date of eligibility.
(g) Only one application is to be submitted by the candidate for one post code. If a candidate submits more than one application successfully for the same post code, then only the latest application with application fee (if applicable) will be considered and other applications will be rejected.

16. **DATE OF EXAMINATION AND ADMIT CARD:** The date of examination will be published on website later. Exact date, time and venue of examination will be given on the admit card. The admit cards will be available on our website **www.joinindiannavy.gov.in** for download/print. Admit cards will not be sent by post. Candidates must print (preferably in colour) the admit card and carry it for appearing in examinations. Valid original photo ID is mandatory along with admit card to appear in the examination. Indian Navy reserves the right to divert candidate of any centre to another centre depending upon operational constraints. Indian Navy will not entertain any request for any change in examination city, centre, date and shift allotted to candidate(s). Mere issue of admit card to the candidates will NOT imply that their candidature has been finally accepted by Indian Navy.

17. **IMPORTANT INFORMATION FOR CANDIDATES APPEARING FOR EXAMINATION**
(a) **Candidates Reporting Late** i.e. after the reporting time specified on the Admit Card of Examination will not be permitted to take the examination. The reporting time mentioned on the Admit Card is prior to the Start time of the test. Though the duration of the examination is **90 minutes**, candidates may be required to be at the venue earlier for completion of various formalities such as verification and collection of various requisite documents, logging in, capturing of Bio metric attendance, giving of instructions etc.
(b) **Photo Identity Card** In the examination hall the admit card along with original valid photo-ID proof having the Date of Birth as printed on the admit card such as Aadhar card with a photograph /PAN Card/ Passport/ Driving License/Voter's ID Card with photograph should be produced to the invigilator for verification. The candidate's identity will be verified with respect to his/her details on the letter, in the Attendance List and requisite documents submitted. If identity of the candidate is in doubt the candidate may not be allowed to appear for the Examination.
Note 1: Ration card & Learners Driving License will not be considered as valid Identity proof.
Note 2: Candidates must note that the name as appearing on the admit card (provided during the process of registration) should exactly match the name as appearing on the photo identity proof. Female candidates who have changed first/last/middle name post marriage must take special note of this. If there is any mismatch between the names indicated in the Admit Card and Photo Identity Proof, the candidate will not be allowed to appear for the examination
Note 3: A candidate not carrying a valid and original photo identity document as per Para 17(b) will not be allowed to appear for the examination.
(c) Central Government Civilian Employees claiming age relaxation should produce a certificate in the prescribed format from their office at the time of

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document verification in respect of the length of continuous service which should be for not less than three years during the period immediately preceding the closing date for receipt of application. They should remain Central Government Civilian Employees till the time of appointment in the event of their selection.

18. **MODE OF SELECTION:**

(a) **SCREENING OF APPLICATIONS**. Indian Navy will screen all applications registered online, as per eligibility criteria and terms and conditions specified by Government of India from time to time. Merely fulfilling the basic selection criteria does not automatically entitle a person/applicant to be called for the online test.

(b) **SCHEME OF EXAMINATION**. All shortlisted/eligible candidates will have to appear in the computer based examination consisting of **100 objective type questions** based on syllabus as appended below:-

Part	Subject	Maximum Marks
(i)	General Intelligence and Reasoning	10
(ii)	Numerical Aptitude	10
(iii)	General English	10
(iv)	General Awareness	20
(v)	Syllabus specific to the post applied for	50

19. **INDICATIVE SYLLABUS FOR EXAMINATION:**

(a) **GENERAL INTELLIGENCE AND REASONING.** It would include questions of both verbal and non-verbal type. The test will include questions on analogies, similarities and differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation relation concepts, verbal and figure classification, arithmetical number series, non-verbal series etc. The test will also include question design to test the candidate abilities to deal with abstract ideas and symbols and their relationship, arithmetical computation and other analytical functions.

(b) **GENERAL AWARENESS.** It would include questions relating to India and its neighboring countries especially pertaining to current events of national and international importance, sports, history, culture, geography, economics, general policy including Indian constitution and general science etc. These questions will be such that they do not require special study of any discipline.

(c) **ENGLISH LANGUAGE.** In addition to the testing of candidates understanding of English language, its vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage etc. His/her writing ability would also be tested.

(d) **NUMERICAL APTITUDE.** This paper will include question on problems relating to number systems, computations of whole number, decimal and fraction and relationship between numbers, fundamental arithmetical operations, percentages, ration and proportion, average, interest, profit and loss, discount, time and distance, ration and time, time and work etc.

(e) **KNOWLEDGE OF THE TRADE.** The test will include questions relating to trade/posts as per the essential / desirable qualification required and job description specified.

Note. The question paper will be bilingually in English and Hindi languages only, except for the question paper for General English, which will be in English language only. There will be no negative marking for wrong answer.

20. **RESOLUTION OF TIE CASES:** In cases where more than one candidate secures the equal aggregate marks in the examination, the cases will be resolved by applying the following criteria, one after another, as applicable, till the tie is resolved:

(a) Date of birth, with older candidates placed higher.

(b) Alphabetical order in which names of the candidates appear.

21. **PROVISIONS FOR PWBD CATEGORY**.

(a) Visually impaired, Orthopedically Handicapped (afflicted by Cerebral Palsy), Orthopedically Handicapped (Both Arm affected), Orthopedically Handicapped candidates who has a locomotor disability wherein the dominant writing extremity is affected to the of slowing down the performance of the candidate (such deficiency to be indicated in the certificate, issued by competent authority, submitted by the candidate) will be allowed **compensatory time** in the examination as per Government of India orders. Candidates who are eligible for compensatory time may use the facility of Scribe if such requirement is sought while filling online application and candidates are required to bring their own Scribe.

(b) Question papers will not be provided in Braille for visually impaired candidates.

22. **IMPORTANT INSTRUCTIONS TO CANDIDATES**.

(a) Before applying, candidates are advised to go through the instructions given in the notice of examination very carefully.

(b) When application is successfully submitted, it will be accepted 'Provisionally'. Candidate should take printout of the application form for their own records. Printout of the 'Application Form' is not required to be forwarded/submitted to the Indian Navy at any stage.

(c) Candidates seeking reservation/relaxation benefits available for SC/ST/OBC-NCL/EWS/ESM/PwBD/Departmental candidates with three years continuous service in Central Government must ensure that they are entitled to such reservation/relaxation as per eligibility prescribed by Government of India rules and are in possession of the relevant certificate(s), in support of their claim.

(d) Admit Card for examination will NOT be sent by post. Admit card would be available on Indian Navy website prior to the examination which is required to be downloaded and printed for appearing in examination. Intimation will be given on registered Mobile No. /e-mail ID.

(e) The candidates must bring one passport size recent colour photograph, Admit card and preferably same photo ID in original (as mentioned in the application form) to the examination centre, failing which they will not be allowed to appear for the same.

(f) There will be no provision of re-evaluation/re-checking of answers given by candidates in computer based examination.

(g) To familiarize with Indian Naval Civilian Entrance Test, candidates are advised to go through the mock test available on website, prior to the examination.

(h) Candidates will go through biometric attendance and metal detectors for frisking at examination centres.

(i) Mobiles and other electronic gadgets including Bluetooth devices or any other communication devices are banned within the premises of the Examination Centres. Possession of such equipment whether in use or in switch off mode, during the examination will be considered as use of unfair means. Candidature of such candidates will be cancelled. They will be liable for further action including initiation of criminal proceedings and debarment from Indian Navy's examinations, as may be decided by the Indian Navy.

(j) Wrist watches, fitness band, pen, pencil, debit/credit card, ornaments and jewellery/ring/chain/locket etc. and any other prohibited items are strictly not allowed inside the examination hall.

(k) Candidates are advised not to bring any valuable/costly items to the examination centre as safe keeping of the same cannot be assured. Indian Navy will not be responsible for any loss in this regard.

(l) **Signatures of the candidates on all documents should be identical and must be in running handwriting only and not in BLOCK/CAPITAL or disjointed letters.**

(m) Request for change/ correction in any particulars in the Application Form, once submitted, will not be entertained under any circumstances.

(n) In case of fake/ fabricated application/ registration by misusing any dignitaries name/ photo, such candidate will be held responsible for the same and liable for suitable legal action under cyber/ IT act.

(o) The Indian Navy will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of examination and, therefore, candidature will be accepted only provisionally. The candidates are advised to go through the requirements of educational qualification, age etc. and satisfy themselves that they are eligible for the post. Supporting documents uploaded by the candidate will be verified at the time of Document Verification. When scrutiny is undertaken, if any claim made in the application is not found substantiated, the candidature will be cancelled and the Indian Navy's decision shall be final.

(p) Candidature will be cancelled at any stage of recruitment process or even after joining, in case of any information including supportive documents provided by the candidate is found to be false or is not found in conformity with the eligibility criteria mentioned in this advertisement.

(q) No travelling allowance is admissible to any candidates for appearing in the examination.

(r) Candidates with disability of 40% and more only would be considered as Persons with Benchmark Disabilities (PwBDs) and entitled to reservation for Persons with Benchmark Disabilities.

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(s) Central Government Employees claiming age relaxation should produce a certificate in the prescribed format from their office at the time of document verification in respect of the length of continuous service which should be for not less than three years during the period immediately preceding the closing date for receipt of application. They should remain Central Government employees till the time of appointment in the event of their selection.
(t) 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 may be cancelled as and when it comes into the notice of the Indian Navy.
(u) Candidates are advised to fill their correct and active e-mail addresses and mobile number in the online application as correspondence may be made by the Indian Navy through e-mail/ SMS.
(v) The decision of the Indian Navy 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/force allocation and preparation of merit list, debarment for indulging in malpractices will be final and binding on the candidates and no enquiry/ correspondence will be entertained in this regard.
(w) No person, who has entered into, or contracted a marriage with a person having a spouse living, or who, having a spouse living has entered into, or contracted a marriage with any person shall be eligible for appointment to the service provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

23. **DISCLOSURE OF SCORES AND RANKING OF CANDIDATES PUBLICLY**. In accordance with the directions issued by DoP&T vide its O.M. No.39020/1/2016-Estt.(b) dated 21.06.2016, 19.07.2017 and 21.12.2020 after declaration of result, IN will publish the scores/rankings of the qualified but not nominated candidates on the website in descending order of ranking. Accordingly, following details of the candidates will be made available on the website: (i) Name (ii) Father's name (iii) Date of Birth (iv) Category & sub category (v) Gender (vi) Educational qualifications (vii) Total marks obtained in the qualifying examination (viii) Rank in merit (ix) Trade applied/Trade (x) Marital status (xi) Correspondence address (xii) E-mail. However, at the time of filling up of application form, the candidate will have the option to opt out of disclosing the above details, publicly.

24. **ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT.** If candidates are found to indulge at any stage in any of the malpractices listed below during the conduct of examination, their candidature for this examination will be cancelled and they will be debarred from the examinations of the Indian Navy for the period mentioned below:

S No	Type of Malpractice	Debarment period
(a)	Taking away any Examination related material such as Rough Sheets, Indian Navy's Copy of Attendance Sheet etc. from the examination hall or passing it on to unauthorized persons during the conduct of examination.	2 Years
(b)	Misconduct/misbehaving, intimidating or threatening in any manner with the examination functionaries' i.e. Supervisor, Invigilator, Security Guard or Indian Navy's representatives etc.	3 Years
(c)	Obstruct the conduct of examination / instigate other candidates not to take the examination.	3 Years
(d)	Making statements which are incorrect or false, suppressing material information, submitting fabricated documents, etc.	3 Years
(e)	Obtaining support/influence for his / her candidature by any irregular or improper means for the examination.	3 Years
(f)	Possession of Mobile Phone in 'switched on' or 'switched off' mode.	3 Years
(g)	Appearing in the same examination more than once in contravention of the rules.	3 Years
(h)	A candidate who is also working on examination related matters in the same examination.	3 Years
(i)	Damaging examination related infrastructure / equipments.	5 Years
(j)	Appearing in the Exam with forged Admit Card, identity proof, etc.	5 Years
(k)	Possession of fire arms / weapons and objectionable items during the examination.	5 Years
(l)	Assault, use of force, causing bodily harm in any manner to the examination functionaries' i.e. Supervisor, Invigilator, Security Guard or Indian Navy's representatives etc. Threatening/ intimidating examination functionaries with weapons/ fire arms.	7 Years
(m)	Using unfair means in the examination hall like copying from unauthorized sources such as written material on any paper or body parts, etc.	7 Years
(n)	Possession of Bluetooth Devices, spy cameras, and any other electronic gadgets in the examination hall.	7 Years
(o)	Impersonate/ Procuring impersonation by any person.	7 Years
(p)	Taking snapshots, making videos of question papers or examination material, labs, etc.	7 Years
(q)	Sharing examination terminal through remote desktop software/ Apps/ LAN/ WAN, etc.	7 Years
(r)	Attempt to hack or manipulate examination servers, data and examination systems at any point before, during or after the examination.	7 Years

25. **DISCLAIMER**. The terms and conditions given in the advertisement are guidelines only and orders issued by the Government as amended from time-to-time will apply for the candidates.

26. **CAUTION TO ALL CANDIDATES**. Candidates are advised not to fall prey to false assurance or exploitation and must not entertain or encourage unscrupulous elements in any way. It is emphasized that the examination and the selection process will be strictly on merit in a transparent manner. Candidates are further advised to conduct themselves as a law abiding citizen of the country and refrain from using unfair means. The official website of Indian Navy is **www.joinindiannavy.gov.in** for any information/updates etc. Please note that Indian Navy does not request any payment at any stage of selection process except an application fee of Rs. 278/- wherever applicable (required along with the application submission). If anyone are contacted with any request, please do not respond/act on such E-mail/phone calls etc. and inform Navy immediately, through E-mail or helpline number.

27. **COURTS JURISDICTION**. Any dispute in regard to this recruitment will be subject to the courts/tribunals having jurisdiction over Amaravathi / Hyderabad only.

RECRUITMENT IN THE INDIAN NAVY IS ABSOLUTELY FAIR

LAST DATE / TIME OF ONLINE APPLICATION – 29th May 2023 TILL 2300HRS

FOR ANY CLARIFICATION / ASSISTANCE, CANDIDATE MAY WRITE / CALL TO US AT

E-mail: recruitmenthelpdesknd2023@gmail.com

Help Desk No. – 080-43436090 / 080-43436095

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