



झारखण्ड सरकार

उद्योग निदेशालय

Government Tool Room and Training Centre, Dumka

(Registered under Societies Registration Act 1860)

Vill. + Post – Jardaha, Via. – Ghormara, Dist. – Dumka, Jharkhand, PIN – 814120

e-mail – gtrtdumka@gmail.com, web site – www.gtrtdumka.com

WALK-IN-INTERVIEW ON 27/11/2017

Advertisement No. GTRTC/001/2017

Government Tool Room and Training Centre (GTRTC), Dumka has been established by the Department of Industries, Govt. of Jharkhand with the assistant of MSME, Govt. Of India and registered under the society registration act 1860. The Centre is having Training and Production wings equipped with latest range of machine tools procured from global market including CAD/CAM and sophisticated CNC Machines, ultra modern class rooms with latest teaching aids.

The Centre is conducting AICTE approved '4 Years Diploma in Tool and Die making course and various types of skill development courses. Apart from training activities, the Centre is also acting as a hub for various small, medium and large scale industries.

Tool Room needs bright, young, hardworking, reliable, competent and highly skilled personnel to meet the objectives of the centre for the following posts:-

S.No.	Post	No. of Post	Date of walk in interview
3	Accounts Officer	1 (Open to all)	27-11-2017 reporting time 9.00 AM at JGMSMETR, Office
11	Security officer Cum Hostel warden	1 (Open to all)	

GEN- General, SC- Scheduled Caste, ST- Scheduled Tribe, OBC- Other Backward Class

1. Post: Accounts Officer Pay scale: Rs. 48,552/-

Age: 40 Years. Relaxable up to 5 years for ST& 3 years for OBC.

Essential Educational Qualifications- Degree in Commerce with CA/ICWA/M.Com from a recognized University or equivalent.

Desirable Qualification: Post Graduate Diploma/ Diploma in Business Administration/Personnel Management/LLB or equivalent form a recognised University/Institution and Knowledge in Computer Applications

Essential Experience:

5 years for CA/ICWA & 7 years for M.Com in General Administration/Accounts in a reputed organization. Should be conversant with Govt. Rules & Regulations on the accounting procedure, Knowledge of working on computer.

Desirable Experience:

Experience in Working in Govt. accounting system, Knowledge of Govt. audit procedure.

Working experience on computer.

2. Post: Security Officer cum Hostel warden Pay scale: Rs. 36,108/-

Age: 45 Years. Relaxable up to 5 years for ST& 3 years for OBC.

Essential Educational Qualifications- Graduate in any Discipline from a recognized University or equivalent.

Essential Experience:

10 years experience in army. Retired short service commission/JCO. Experience in Handling in Hostel work.

Working experience on computer

General Conditions:

- All the posts will be filled on contract basis for an initial period of one year. The contract may be extended on year to year evaluation of performance.
- The salary will be as per GTRTC, Dumka norms.
- Persons working in Government/Public Sector Undertakings/Autonomous Organization should appear with NOC from the employer.
- Candidates will have to produce the proof of the details furnished in their application in original at the time of interview.
- SC/ST/OBC Candidates claiming reservation should apply with valid documents.
- Relaxation in age as per state government norms
- Applicants must enclose DD of Rs. 200/- for each post drawn in favour of Government Tool Room and Training Centre, Dumka payable at any nationalized bank at Dumka.
- SC/ST/PH candidates are required to pay 50% of the fee.
- Selection committee reserves the right not to fill up the any post.
- The on line written test and walk in interview will be held at Jharkhand Government Mini Tool Room and Training Centre, Ranchi, Plot No.-38, Tatisilwai Industrial Area, Phase -I, Ranchi Muri Road Ranchi 835103 (Phone 0651 2265966).**
- For any query, please contact gtrtdumka@gmail.com
- Separate applications should be submitted for different posts.

- Probation period for each post will be six months from the date of joining.
- No. of posts may vary as per the requirement.
- Selection will be made on the basis of on line written test on computers and subsequently personal interview. A total marks of selection is 100. The segregation of marks is as under:-
 - 60% for written test
 - 20% for qualification & experience
 - 20% for personal interview
- The candidates may be transferred between the Tool Rooms of Govt. of Jharkhand.
- Preference will be given to the candidates with experience in the relevant field.
- Candidate should come with all original certificates along with one set of self attested photocopy of all certificates for attending the on line written test/walk in interview.**
- Employee terminated/ contract not extended are not eligible to apply.**

Interested candidates may come with their applications on A-4 size plain paper as per the format given below:

Post Applied For:

- Full name (IN CAPITALS).....
- Father's/Husband's name (in Capitals).....
- Address for Correspondence.....
Dist.....State.....Pin.....
Tele:.....E-mail ID.....
- Permanent Address.....
Dist.....State.....Pin.....
- Date of Birth

D	D	M	M	Y	Y	Y	Y
- Age as on – 01/11/2017.

Year	Month	Days
- Category: SC/ST/OBC/GEN

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- Marital Status : Married / Unmarried
- Sex : Male / Female
- Details of DD

Paste a recent passport size photograph duly attested by a gazetted officer

Issuing Bank	DD No.	Date of Issue	Drawee branch	Amount

11. Nationality.....

12. Educational qualifications:

Name of examination	Name of Board/University	Year of Passing	% of Marks	Division

13. Details of practical experience:

Name of the Employer/Organization	Address of the organization	Date of joining	Date of leaving	Number of year served	Post held *	Salary drawn	Reason of leaving

* Attach an extra sheet for the nature of experiences.

15. Any other (Training/Experience/Short terms course etc.)

Declaration

I, hereby, undertake that the information given in this application is true and correct. I also fully understand that if at any stage it is found that an attempt has been made by me to willfully conceal or misrepresent the facts, my candidature may be summarily rejected or my employment terminated.

Signature of the candidate with date.

See the above details on our website – www.gtrtdumka.com, www.jgmsmetr.com

(Director of Industries-Cum-Vice Chairperson)