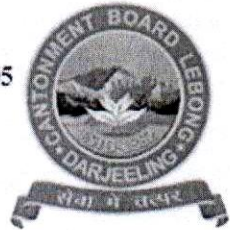




छावनी परिषद कार्यालय, लेबोंग, दार्जिलिंग, पश्चिम बंगाल - 734105
 Cantonment Board Office, Lebong, Darjeeling, West Bengal - 734105
 दूरभाष/Telephone - 0354-2276226, फैक्स/Fax - 0354-2276225
 भारत सरकार, रक्षा मंत्रालय, Govt. of India, Ministry of Defence
 ई-मेल/E-mail - ceolebo-stats@nic.in
 वेबसाइट/website - lebong.cantt.gov.in



No. LCB/16/XI/09/L

Date: 30/11/2022

Application in the prescribed format is invited from eligible candidates for direct recruitment to the post of (1) Pharmacist, (2) Assistant Teacher (3) L.D.C. (4) Forest Mali, (5) Safaiwala, (6) Mazdoor in the office of the Lebong Cantonment Board.

Candidates must clearly mention in **Bold** and *Italics* "Application for the Post of ____" on the top of the envelope while sending the application form. Candidates applying for more than one posts shall submit separate applications for each post. The last date for receipt of application 20-01-2023 upto 1700 hours. For candidates residing in Assam, Meghalaya, Manipur, Arunachal Pradesh, Mizoram, Nagaland, Tripura, Sikkim, Jammu, Lahaul & Spiti District and Pangi (Sub- Division of Chamba District of Himachal Pradesh), Andaman Nicobar and Lakshadweep islands are given 10 days extra time to submit the application, i.e. upto 30-01-2023 upto 1700 hours.

1.(a) Description of Post: -

Sl	Name of Post	Pay Scale (as per ROPA Rules, 2019 of West Bengal Govt.)	Total No. of Post	No. of vacancies					Educational Qualification (Essential)	Desired Addl. Qualification
				UR	SC	ST	OBC	EWS		
1	Pharmacist	28900-74500 (Level- 9)	01	01	-	-	-	-	(i) Minimum: Class - XII passed from any Govt. recognized Board. (ii) Diploma/ Bachelor/ Master in Pharmacy or its equivalent from recognized Board/University/Council by the Central/State Govt with registration.	(i) Working knowledge in computer
2	Assistant Teacher (Primary)	22700-58500 (Level- 6)	01	-	01	-	-	-	i) Senior Secondary (or equivalent) with at least 50% marks and D.El.Ed, B.El.Ed, D.Ed, B.Ed from any Govt. recognized Board/Institute.	(i) Working knowledge in computer, (ii) Proficiency to teach in Nepali, Hindi and English. (iii) Knowledge and experience in sports, fine arts, handicrafts, dancing, singing, etc.
3	Lower Division Clerk (L.D.C.)	22700-58500 (Level- 6)	01	01	-	-	-	-	Secondary/ 10 th Exam passed from any Govt. recognised Board.	Computer knowledge, M.S. Office, Google Suite, fluency in English, English/ Hindi typing, etc.
4	Forest Mali	17600-45200 (Level- 2)	01	01	-	-	-	-	Class VIII passed from recognised Govt. School / institution	i) Working knowledge in computer, ii) Experience in gardening and horticulture

5	Safaiwala	17000-43600 (Level- 1)	01	-	-	-	01	-	Class VIII passed from recognised Govt. School / institution.	Knowledge and experiences in masonry, plumbing, carpentry, electrical works, cooking etc.
6	Mazdoor	17000-43600 (Level- 1)	01	01	-	-	-	-	Class VIII passed from recognised Govt. School / institution	Knowledge and experiences in masonry, plumbing, carpentry, electrical works, cooking etc.

1(b). Candidates who have already applied for the post of L.D.C. as per Notice No. 16/X/03/L dated 19/11/2021 and corrigendum No. 16/X/18/L dated 14/12/2021 published on Employment News, Local Newspaper, Official Website <https://lebong.cantt.gov.in/> need not to apply again for the post of L.D.C. eligible applications will be considered as per previous notification.

2. Age relaxation for various categories will be as under: - No age relaxation will be given to candidates applying for UR category.(Age limit will be reckoned as on **20-01-2023**)

SLNO	POST	AGE LIMIT IN YEARS
1.	PHARMACIST	21-30
2.	ASSISTANT TEACHER	21-30
3.	L.D.C.	21-30
4.	FOREST MALI	21-30
5.	SAFAIWALA	21-30
6.	MAZDOOR	21-30

Category of Applicants	Minimum Age	Maximum Age (As on 20-01-2023)
SCs /STs (For reserved posts only)	21 Years	35 Years
OBC (For reserved posts only)	21 Years	33 Years
EWS / GEN	21 Years	30 Years
Departmental Candidates (Lebong Cantonment employees only)	Upto the age of 40 years in the case of UR candidates, 43 years in the case of OBC and 45years in the case of SC/ST	
Ex-Servicemen (UR)	03 Years after deduction of the military service rendered from the actual, as on the closing date for receipt of application	

Ex-Servicemen (OBC)	06 Years after deduction of the military service rendered from the actual, as on the closing date for receipt of application
Ex-Servicemen (SC/ST)	08 Years after deduction of the military service rendered from the actual, as on the closing date for receipt of application

3. Application Fee (**NON REFUNDABLE**): Application fee to be paid through **Demand Draft in favour of "Chief Executive Officer, Cantonment Board Office Lebong"**. Application fee once paid shall not be refunded under any circumstances and will not be used for any future recruitment process. The details of application fee is furnished as under.

LEVEL	CATEGORY	AMOUNT IN RS.	POST
1 and 2	UR/OBC	500	FOREST MALI, SAFAIWALA. MAZDOOR
	SC/ST	250	
	WOMEN	250	
	PwD	0	
	EX-SERVICEMEN	500	
	TRANSGENDER	250	
	DEPARTMENTAL	500	
Above Level 2	UR/OBC	1000	PHARMACIST, ASSISTANT TEACHER, LOWER DIVISION CLERK
	SC/ST	500	
	WOMEN	500	
	PwD	0	
	EX-SERVICEMEN	1000	
	TRANSGENDER	500	
	DEPARTMENTAL	1000	

4. Photocopy of the following documents/certificates to be attached along with the Application form, duly self-attested: -
- Mark sheet of the essential educational qualifications.
 - School Leaving Certificate for proof of Date of Birth.
 - 2 Self-addressed envelope duly affixed with Rs 50/- postal stamp on each.**
 - 2 latest passport size photographs duly attested by self on back side of photograph along with the name of post mentioned at the top.**
 - In Case of Ex-servicemen: - Discharge Certificate from service, service copy of Pension PPO and copy of Ex-serviceman Identity Card.
 - Experience Certificate, if any.
 - Photo copy of Caste Certificate, duly attested by self for reserved posts.

- h. Updated Non-Creamy Layer Certificate (OBC), if applied under this category.
- i. Updated Eligibility Certificate for candidate of Economically Weaker Section (EWS), if applied under this category.
- j. Self-attested copy of Govt. Identification card. The same Govt. Identification card needs to be produced at the time of appearance in examination and at document verification afterwards.
5. **No Objection Certificate:** Government employees/departmental candidates are to forward their application through proper channel only before the due date of receipt of application along with no objection certificate issued by concerned authority.
6. **Admit Card/Summon Letter:** -Application will be scrutinized and admit card only for eligible candidates would be sent by post and email.

7. **Date, Time & Venue** for conduct of Written Examination/Skill Test: - To be published on website.

8. (a) **Mode of Selection:**

S.No.	Name of the Post	Mode of Selection
i)	Pharmacist	Final selection and merit will be based on: - Written Test: On the subject of Objective Type Questions having duration of 180 minutes . Answers to the questions will have to be marked on OMR Answer sheet. The questions for written test will be set in English only . Date, time & venue will be intimated on website https://lebong.cantt.gov.in/recruitment/ . Candidates are required to visit website regularly to check the time schedule for Written test and Skill Test.
ii)	Asst. Teacher	Final selection and merit will be based on: - Written Test: On the subject of Objective Type Questions having duration of 180 minutes . Answers to the questions will have to be marked on OMR Answer sheet. The questions for written test will be set in English only . Skill Test: Teaching Skills and basic Computer knowledge. Date, time & venue will be intimated on website https://lebong.cantt.gov.in/recruitment/ . Candidates are required to visit website regularly to check the time schedule for Written test and Skill Test.
iii)	L.D.C.	Final selection and merit will be based on: - Written Test: On the subject of Objective Type Questions having duration of 180 minutes . Answers to the questions will have to be marked on OMR Answer sheet. The questions for written test will be set in English only . Skill Test: Computer knowledge, M.S. Office, fluency in English and Hindi typing etc. Date, time & venue will be intimated on website https://lebong.cantt.gov.in/recruitment/ . Candidates are required to visit website regularly to check the time schedule for Written test and Skill Test

iv)	Forest Mali	<p>Final selection and merit will be based on: -</p> <p>Written Test: On the subject of Objective Type Questions having duration of 120 minutes. Answers to the questions will have to be marked on OMR Answer sheet. The questions for written test will be set in English only.</p> <p>Skill Test: Physical Fitness Test, Experience in gardening and floriculture Date, time & venue will be intimated on website https://lebong.cantt.gov.in/recruitment/. Candidates are required to visit website regularly to check the time schedule for Written test and Skill Test</p>
v)	Safaiwala	<p>Final selection and merit will be based on: -</p> <p>Written Test: On the subject of Objective Type Questions having duration of 120 minutes. Answers to the questions will have to be marked on OMR Answer sheet. The questions for written test will be set in English only.</p> <p>Skill Test: Physical Fitness Test, Experience in masonry, plumbing, carpentry, electrical works, cooking. Date, time & venue will be intimated on website https://lebong.cantt.gov.in/recruitment/. Candidates are required to visit website regularly to check the time schedule for Written test and Skill Test</p>
vi)	Mazdoor	<p>Final selection and merit will be based on: -</p> <p>Written Test: On the subject of Objective Type Questions having duration of 120 minutes. Answers to the questions will have to be marked on OMR Answer sheet. The questions for written test will be set in English only.</p> <p>Skill Test: Physical Fitness Test, Experience in masonry, plumbing, carpentry, electrical works, cooking. Date, time & venue will be intimated on website https://lebong.cantt.gov.in/recruitment/. Candidates are required to visit website regularly to check the time schedule for Written test and Skill Test</p>

(b) Candidates should note that there will be penalty (negative marking) for wrong answers marked by a candidate in the Objective Type Question. There are four alternatives for the answers to every question. **For each question for which a wrong answer has been given by the candidate, one-third (0.33) of the marks assigned to that question will be deducted as penalty.** If a candidate gives more than one answer/mark more than one bubble for the same answer, it will be treated as a wrong answer even if one of the given answers happen to be correct and there will be same penalty as above for that question. If a question is left blank i.e. no answer is given by the candidate, there will be no penalty for that question.

9. Eligibility Criteria: -

- a. The candidate must be a citizen of India.
- b. The candidate must fulfil the educational qualification, age and other requirements as mentioned in this advertisement.
- c. **If there are two or more candidates in the same category having equal marks in the examination, the candidate with desirable qualification, experience and older in age will get preference.**
- d. Candidates who wish to be considered against reserved vacancies and/or to seek age relaxation, must send and present relevant certificates issued to them by the competent /notified authority (in prescribed format required for employment under Central Govt) on or before the closing date of application; otherwise, their claim for reservation/age relaxation shall be rejected.
- e. OBC candidates must be in possession of non-creamy layer certificate along with their Caste certificate issued on or before the closing date of application.
- f. The EWS candidates must be in possession of income and asset certificate issued by competent authority as per Govt rule, on or before the closing date of application. (DoPT letter No. 36039/1/2019-Estt(Res) dated 31st January 2019)

10. Syllabus for written Examination

S.No	Name of Post	Subject		Total Time in Minutes
1.	Pharmacist	a)	General Nursing	180
		b)	Numerical Aptitude	
		c)	English Comprehension	
		d)	General Intelligence and Reasoning	
2.	Assistant Teacher	a)	Child Development and Pedagogy	180
		b)	Language (English)	
		c)	Numerical Aptitude	
		d)	Environmental Studies	

3.	L.D.C.	a)	General Intelligence and Reasoning	180
		b)	General Awareness	
		c)	Numerical Aptitude	
		d)	English Comprehension	
4.	Forest Mali	a)	General Intelligence and Reasoning	120
		b)	General Awareness	
		c)	Numerical Aptitude	
		d)	English Comprehension	
		e)	General Science. (Basics of Physics, Chemistry and Biology).	
5.	Safaiwala	a)	General Intelligence and Reasoning	120
		b)	General Awareness	
		c)	Numerical Aptitude	
		d)	English Comprehension	
		e)	General Science. (Basics of Physics, Chemistry and Biology).	
6.	Mazdoor	a)	General Intelligence and Reasoning	120
		b)	General Awareness	
		c)	Numerical Aptitude	
		d)	English Comprehension	
		e)	General Science. (Basics of Physics, Chemistry and Biology).	

11. Syllabus of the examination:

- a. General Intelligence and Reasoning will include both verbal and non-verbal reasoning.
- b. General Awareness will include history, culture, geography, economic science, general polity, Indian Constitution, Current Affairs, etc.
- c. Numerical Aptitude will test the knowledge of mathematical concepts like numeracy, algebra, trigonometry, geometry, arithmetic, etc. and their use in finding the solutions of real-life problems.
- d. English Comprehension will test the candidate's ability to understand correct English, basic comprehension, writing ability, grammar, etc.
- e. General Nursing will include entire syllabus of Diploma in Pharmacy.
- f. Child Development and Pedagogy will include entire syllabus of Diploma in Elementary Education.

12. General Information: -

- a. The services of the appointed candidate/person will be governed under Cantonment Board Employees Service Rules 2021, Cantonments Act., 2006, CCS (Conduct) Rules and New Pension Scheme as amended from time to time by the Central Govt. as are applicable to employees of Cantonment Boards and rules as made applicable by Government and Cantonment Board from time to time.
- b. The posts are provisional for a period of 2 years (i.e. on probation) & thereafter permanent, if considered suitable by the Appointing Authority as per rules.
- c. The number of vacancies advertised is only approximate and is liable for modification, including reduction and cancellation with reference to vacancy position at any time before finalization of selection.

- d. No TA/DA will be paid to the candidates for appearing in the Examination/ Skill test.
- e. Appointed candidate will be employee of the Cantonment Board, Lebong and not of Central Govt.
- f. Department reserves the right to postpone/cancel/suspend/terminate the recruitment process without any prior notice/assigning any reason at any stage. No correspondence would be entertained in this regard.
- g. If there are two or more candidates in the same category having equal marks in the examination/ skill test, the person whose desirable qualification, experience and is older in age will get preference.
- h. Candidate who wishes to apply for more than one post, is required to apply separately for each post and pay the fees separately for each application.**
- i. The appointing authority reserves the right to reject the candidature of any ineligible candidate at any stage of recruitment.
- j. The appointing authority shall draw a reserve panel/waiting list in addition to the number of candidates selected as per the notified vacancy. **The reserve panel/waiting list shall be valid only for a period of one year from the date of declaration of result** and the vacancies arising due to non-acceptance of the offer to appointment, candidates not joining the post after acceptance of appointment or the candidates not being found eligible for appointment, after verification of documents/certificates, or due to resignation of selected candidates within one year of joining the post, the same shall be filled up from this reserve panel/waiting list. Being on such panel does not bestow any right for the appointment.
- k. The candidate should note that their admission to the examination will be purely provisional based on the information given by them in the Application Form. This will be subject to verification of all the eligibility conditions by the Competent Authority.
- l. The final selection of the candidate is subject to the medical fitness certificate to be issued by the Medical Officer.
- m. The Candidates applying for the recruitment should ensure that they fulfil all eligibility conditions for admission to recruitment. Their admission to all the stages of the recruitment will be purely **provisional** subject to satisfying the prescribed eligibility conditions. Mere issue of Admit Card to the candidate will not imply that his/her candidature has been finally cleared by the Cantonment Board Lebong.
- n. The Cantonment Board reserves the right to place reasonable limit on the total number of candidates to be called for written test/skill test.
- o. The Cantonment Board reserves the right not to fill up the post advertised without assigning any reason.
- p. In case of any dispute, any sue or legal proceeding by or against the Cantonment Board, Courts within whose local Jurisdiction, Headquarter of the Cantonment Board is situated shall have the Jurisdiction.

- q. Canvassing in any form may lead to cancellation of candidature.
- r. The Cantonment Board shall verify the antecedents or documents submitted at any time, at the time of appointment or during the tenure of the service. In case, it is found that any document submitted is fake, or the candidate has clandestine antecedents /background, and has suppressed the said information, his/ her service shall be terminated forthwith.
- s. Applications sent through e-mail will not be entertained, only application sent through **registered/ speed post** will be accepted.
- t. The appointing authority makes provisional selection of the candidates on the basis of information provided in the application and document/certificates provided by the candidate at the time of scrutiny and subsequently, the appointing authority verifies and satisfies itself about the authenticity of documents/certificates and eligibility as per the recruitment rules before finally appointing the candidates. Therefore, the provisional selection of a candidate confers on him/her no right of appointment unless the appointing authority is satisfied after such inquiry as may be considered necessary that the candidate is suitable in all respect for appointment to the post.
- u. The candidates should have a **valid email ID** and a working **mobile number** for applying for the examination. The applicants are advised not to change the email ID or Mobile number during the process of recruitment. They are also advised not to give mobile number /email id of any unknown person to avoid any complication.
- v. The applicant should visit website <https://lebong.cantt.gov.in/recruitment/> frequently to check any update regarding the examinations.
- w. Any doubts / clarifications regarding the application can be cleared from the office of the Cantonment Board, Lebong on any working day between 11am to 5 pm.
- x. **Any corrigendum /changes/ clarification regarding the examination will only be notified through the website <https://lebong.cantt.gov.in/recruitment/> and no other medium of giving information to candidates will be incorporated.**
- y. All the applicants are required to be present well in advance, at least 1 hour before commencement of Examination/ Skill test on the date & venue. Any delay in presence will be marked as absent.
- z. The appointing authority reserves the right to cancel or modify the advertisement or part of it at any stage. The number of vacancies is provisional and subject to change. The appointing authority reserves the right to cancel a part of or entire process of examination or a part of it due to administrative reasons(s) and in case of unfair means, cheating or other irregularities/malpractices noticed by the appointing authority. The appointing authority also reserves the right to cancel or set up a new examination centre and divert the candidates to appear at that examination centre if required.
- aa. Use of calculator, Laptop, Palmtop, other digital, electronic Instrumental /mobile Cell phone, Paper etc. is not allowed. In case of any Candidate found to be in possession of any electronic/mechanical gadgets/instrument, he/she would be debarred from the examination and legal proceeding will be initiated against the candidates. Only basic analog wrist watches can be allowed, subject to permission of checking authority at the centre.

- bb. The OMR Answer sheet and Question paper must be handed over to the invigilator after completion of examination as mentioned therein.
- cc. No candidate should misbehave in any manner or create a disorderly scene in the Examination Hall or harass the staff employed by the Board for the conduct of the examination. Any such misconduct will be severely viewed and penalized, and will lead to disbarment from exam/cancellation of candidature.

13. Documents required from the shortlisted candidates:

After considering the merit list, the shortlisted candidates will be called for verification/ scrutiny of documents. The following original documents/certificates and one set of self –attested copies along with hard copy of Admit Card are to be produced at that time. The original documents as mentioned below of the shortlisted candidates will be checked & verified at Cantonment Board Office, Lebong and further, the appointing authority will undertake an exercise of verification of character and antecedents of the Candidates. Photocopies of following self-attested documents should accompany the application forms: -

- a. Application form duly signed by the candidate.
- b. Admit Card of the Candidate
- c. Certificate of date of birth/Matriculation Certificate
- d. Caste Certificate.
- e. Two latest coloured passport size Photographs along with the name of post mentioned at the top.
- f. All the requisite Academic qualification with details of marks.
- g. Self-attested copy of Govt. Identification card. The same Govt. Identification card needs to be produced at the time of appearance in examination and at document verification afterwards.

It may be noted that document verification is just another stage in the selection process. Merely being called for Verification of documents does not indicate that his/her name will also appear in the final merit list. Decision of the competent appointing authority would be final with regard to all matters connected with the recruitment including reserve of the right for cancellation of recruitment process at any stage and no correspondence in this regard will be entertained.

14. Rejection.

The following acts/omission would render a candidate/application disqualified/rejected.

- a. Not meeting/Qualifying/Passing the laid down Mandatory Educational Qualification/Standards/Tests.
- b. Furnishing of false, inaccurate or tampered information.
- c. Obtaining support for his/her candidature through unfair means.
- d. Impersonation by any person.
- e. Submitting fabricated/false documents.
- f. Making statements which are incorrect or false or suppressing material Information.
- g. Resorting to any other irregular or improper means in connection with his Candidature for the selection.
- h. Improper/incomplete filling of application form. Applications which are incomplete in any respect, not accompanied by requisite photographs, signature or not properly filled are liable to be summarily rejected. No correspondence in this regard would be entertained by the Department.
- i. Recommendation of any kind will lead to disqualification for the post.
- j. More than one application submitted for the same post.
- k. Misconduct before/during/after exam process.

15. **How to apply offline for the Posts :-**

- i) Candidates are required to apply Offline, i.e **By Post Only**. No other means/mode of application will be accepted.
- ii) Candidate has to fill up their application in the Prescribed form only. No other form of application will be entertained. (For Application Form, visit our **website <https://lebong.cantt.gov.in/recruitment/>**)
- iii) Candidate will specifically mention the **Name of the Post applied for in the Application Form as well as on the Envelope.**
- iv) Photocopy of the following document/certificates to be attached along with Application duly self –attested: -
 - a) Mark sheet of the essential educational qualification.
 - b) School Leaving Certificate for proof of Date of Birth.
 - c) 2 Self –addressed envelope duly affixed with Rs 50/- postal stamp.
 - d) 2 latest coloured passport size photograph duly attested by self on back side of photograph along with the name of post mentioned at the top.
 - e) In Case of Ex-servicemen: - Discharge Certificate from service, service copy of Pension PPO and copy of Ex-serviceman Identity Card.
 - f) Experience Certificate, if any.
 - g) Photo copy of Caste Certificate, duly attested by self for reserved posts.
- h) Government employees applying for the post should apply through proper channel only before the due date of receipt of application along with no objection certificate issued by concerned authority.

16. **IMPORTANT INSTRUCTIONS :**

- 1) The decision of the CEO, Lebong Cantonment Board in all matters relating to acceptance or rejection of an application, eligibility/suitability of a candidate, etc shall be final and binding for all the candidates.
- 2) After the examination, details regarding marks obtained by each candidate will be placed on the website of the Lebong Cantonment Board as mentioned above.
- 3) The Admit Cards of the eligible candidates only will be sent by post on the address given by the candidates.
- 4) Any corrigendum/change regarding the examination will only be notified through the website of Lebong Cantonment Board (**<https://lebong.cantt.gov.in/recruitment/>**) and no other medium of giving information to candidates will be incorporated.
- 5) The exact Time, Date, Venue of Written Test and Skill Test will be intimated on the website.

17. **GENERAL INSTRUCTIONS FOR CANDIDATES:**

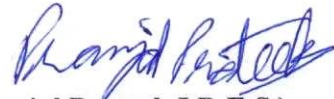
- 1) The candidate should not have been convicted by any court of law and no Disciplinary/Vigilance case should be contemplated/pending against the candidates already serving in Govt Organisation.
- 2) The vacancies advertised are provisional and likely to be permanent. In case the vacancy position is reduced to any number, the Board is not liable to compensate the applicant for any consequential damage/loss.
- 3) No representation on any grounds for non-appearance for the written test/skill test by the candidates will be entertained and his/her candidature will not be considered in such an eventuality.
- 4) The candidates should mandatorily follow the instructions given by the Center-in-charge, Invigilators and all examination functionaries at every stage of exam. If a candidate violates the instructions, his/her candidature will be cancelled.

In case of any guidance /information/clarification regarding their application/candidature candidates are requested to contact on following -

Email ID : recruitmentcblebong@gmail.com

Office Contact No:- 8972074610

NOTE: CANDIDATES APPLYING FOR MORE THAN ONE POST SHOULD FILL SEPARATE APPLICATIONS AND PAY THE REQUIRED FEES SEPERATELY FOR EACH APPLICATION.



**(Pranjal Prateek, I.D.E.S.)
CHIEF EXECUTIVE OFFICER
CANTONMENT BOARD OFFICE
LEBONG**