



**FOOD CORPORATION OF INDIA  
REGIONAL OFFICE, 1ST FLOOR, U.C.F. SADAN,  
NEAR PRASAR BHARTI, DEHRADUN - 248001  
(UTTARAKHAND)**

**Recruitment for the post of Watchman in Uttarakhand Region**

**Advertisement No. 01/2017-FCI-UKD**

The Food Corporation of India (FCI), under the Ministry of Consumer Affairs, Food and Public Distribution, established under the Food Corporation Act, 1964 is one of the largest Public Sector Undertaking, dealing with food grain supply-chain management, invites **Online** application for the Post of **WATCHMAN** for manning its Depots and Offices spread across **UTTARAKHAND REGION**. **Only ONLINE APPLICATIONS** are invited from eligible candidates who fulfill the prescribed qualifications, age etc. for the posts mentioned below:-

**A. PROJECTED VACANCIES:**

Name of the Post	Scale of Pay (IDA Pattern) (Pre revised)	Minimum age as on 01.08.2017	Maximum age as on 01.08.2017	SC	ST	OBC	UR	PWD	ESM	Total
Watchman	Rs. 8100-18070	18 years	25 years*	08	01	06	32	01 (OH(OL/BL)/HH)	11	47

*\*Age Relaxations as per GoI rules*

The total number of vacancies may increase/decrease as per administrative exigencies and at the discretion of FCI management. The candidates will have no right to claim for post, if the number of vacancies decreases.

**UR - Unreserved; SC - Scheduled Caste; ST - Scheduled Tribe; OBC - Other Backward Class; PWD- Persons With Disabilities; OH-Orthopaedically Handicapped; OL-One Leg; BL-Both Leg; HH- Hearing Handicapped; ESM- Ex-Serviceman.**

**Horizontal Reservation has been given to PWD/Ex-Serviceman Category (disabled or otherwise) and dependent of personnel killed in action. (Ex-Serviceman who have already secured employment in civil side under Central Government in Group 'C' & 'D' posts on regular basis after availing the benefits of reservation given to Ex-Servicemen for their re-employment are NOT eligible for fee concession or for claiming benefits of reservation under ESM category. However, they are eligible for age relaxation only.)**

The persons with the Degree of Disability of 40% and above are eligible for applying for the post earmarked for PWD Category i.e. OH(OL/BL)-Orthopaedically Handicapped(One Leg/Both Leg) and HH- Hearing Handicapped. They shall submit the disability certificate issued by Medical Board duly constituted by the Central or State Government (Annexure C). Candidates should specifically mention the nature of disability and upload a self-attested copy of certificates issued by the authority mentioned above.

**Posts identified to be filled by persons with disabilities (PWD):**

Sl. No.	Post Identified	Category of disability identified for the post
1.	Watchman	OH(OL/BL)-Orthopaedically Handicapped(One Leg/Both Leg), HH (Hearing Handicapped) With suitable aids and appliances

## B. QUALIFICATION (AS ON 01.08.2017):

Name of the Post	Minimum Essential Qualification
Watchman	8 <sup>th</sup> Standard Passed*

\*Candidates who have completed and possess the Qualification by 01.08.2017 are only eligible to apply. Candidates who are appearing at the qualifying exam or their proof of passing/result is not declared in public domain through newspapers/website etc. by 01.08.2017 are NOT ELIGIBLE for applying for these posts.

## C. RESERVATION AND RELAXATIONS:

1. The quantum of reservation for SC / ST and OBC are as per the State wise percentage of reservation fixed by Government of India.
2. The prescribed qualifications, experience, age limit, etc. shall be reckoned as on **01.08.2017**. The maximum age limit is relaxable by 5 years in case of SC/ST candidates and 3 years for OBC candidates.
3. There will not be any upper age limit in case of departmental (FCI) employee.
4. The upper age limit is relaxable by 10 years for PWD candidates, 15 years for PWD candidates belonging to SC/ST and 13 years for PWD candidates belonging to OBC.
5. The aforesaid reservation and relaxation is **not applicable to OBC candidates falling within the Creamy layer.**
6. Age is additionally relaxable by 5 years for those applicants who had ordinarily been domiciled in the State of Jammu and Kashmir during the period 01-01-1980 to 31-12-1989. Any applicant intending to avail the relaxation under this category shall have to submit a certificate from the District Magistrate within whose jurisdiction she/he had ordinarily resided or any other authority designated in this behalf by the Govt. of Jammu & Kashmir to the effect that she/he had ordinarily been domiciled in the State of Jammu & Kashmir during the period from 01-01-1980 to 31-12-1989.
7. For Ex-Serviceman the Upper Age limit shall be relaxed as on 01.08.2017 by allowing the deduction of length of actual Military Service from his actual age and the resultant age should not exceed the maximum age limit prescribed for the Post by more than 3 years (8 years in case of SC/ST; 6 years in case of OBC Candidates). Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof (Unreserved/General) will be given age relaxation of 5 years (10 years in case of SC/ST; 8 years in case of OBC Candidates).

**NOTE I:** Ex-Servicemen who have already secured employment in civil side under Central Government in Group 'C' & 'D' posts on regular basis after availing of the benefits of reservation given to Ex-Servicemen for their re-employment are NOT eligible for fee concession or for claiming benefits of reservation under ESM Category. However, they are eligible for age relaxation only.

**NOTE II:** The period of "Call up Service" of an Ex-Serviceman in the Armed Forces shall also be treated as service rendered in the Armed Forces for purpose of age relaxation.

**NOTE III :** For any servicemen of the three Armed Forces of the Union to be treated as Ex- Servicemen for the purpose of securing the benefits of reservation, he must have already acquired, at the relevant time of submitting his application for the Post/Service, the status of Ex-Serviceman and/or is in a position to establish his acquired entitlement by documentary evidence from the competent authority that he would complete specified term of engagement for the Armed Forces within the stipulated period of one year from the closing date.

**NOTE IV:** An Ex-Serviceman or Persons with Disability (PwD) category candidate who qualifies on the

basis of relaxed standards viz. age limit, qualifications, in written examinations, etc. is to be counted against reserved vacancies and not against general vacancies subject to fitness of such candidate for selection. In so far as cases of Ex-Servicemen are concerned, deduction from the age of Ex-Servicemen is permissible against the reserved or unreserved posts and such exemption cannot be termed as relaxed standards in regard to age.

**NOTE V:** There is no provision of pay-protection in respect of Ex-Serviceman.

**EXPLANATION I:** An Ex-Serviceman means a person who has served in any rank whether as a combatant or non-combatant in the Regular Army, Navy, Air Force of the Indian Union, and who retired from such service after earning his/her pension. This would also include persons who are retired/retired at their own request but after having earned their pension; or

i) who has been released from such service on medical grounds attributable to military service/circumstances beyond his control and awarded medical or other disability pension; or

ii) who has been released, otherwise than on his own request from such service as a result of reduction in establishment; or

iii) who has been released from such service after completing the specific period of engagement, otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency, and has been given a gratuity; and includes personnel of the Territorial Army of the following categories, namely:-

- a) Pension holders for continuous embodied service,
- b) Persons with disability attributable to military service; and
- c) Gallantry award winners.

**EXPLANATION II:** The persons serving in the Armed Forces of the Union, who on retirement from service, would come under the category of “Ex-Serviceman” may be permitted to apply for re-employment one year before the completion of the specified terms of engagement and avail themselves of all concessions available to Ex-Servicemen but shall not be permitted to leave the uniform until they complete the specified term of engagement in the Armed Forces of the Union.

**NOTE VI:** AGE CONCESSION IS NOT ADMISSIBLE TO SONS, DAUGHTERS AND DEPENDENTS OF EX-SERVICEMEN.

8. Age Relaxation in Case of Widows/Divorced Women/Women judicially separated and who are not remarried is up to 35 years, 38 Years and 40 Years for Unreserved, OBC and SC/ST respectively.

#### **D. SELECTION PROCESS:**

Mode of selection comprises of Two stages Stage I- Written Test & Stage II -Physical Endurance Test (**PET**). **The PET is of qualifying nature only** and will be held based on the result of written examination.

##### **Stage I: Written Test.**

Mode Of Written Test	Offline
Duration of Written test	120 Minutes
Pattern of test	Objective Type Multiple Choice Questions
Number of Questions	120
Total Marks	120 (One marks for each question)
Negative Marking	NO Negative Marking
Syllabus for Written test	Test of General English, Reasoning, Quantitative Aptitude and General Awareness & Current Affairs.
Language of Question Paper for Written test	Bilingual (i.e. Hindi & English)

### Stage II: Physical Endurance Test (PET)

Sl No.	EVENTS	STANDARDS	
		MALE	FEMALE
1	Running	800Meters in 03 minutes in One Go	Running- 600 Meters in 03 minutes in One Go
2	Long Jump	3.00 Meters in 03 chances	2.5 Meters in 03 chances
3	High Jump	1.00 Meters in 03 chances	0.75 Meter in 03 chances

#### NOTE :-

- i) FCI reserves the right to introduce additional phase of Written Examination / Screening Test in compelling circumstances for screened candidates and decision regarding calling such number of candidates shall be taken by FCI only.
- ii) The candidates shortlisted for the PET shall be informed about the venue of Physical Endurance Test through website ([www.fcijobsukd.com](http://www.fcijobsukd.com)). The candidates are advised to regularly check the website for updates.
- iii) Number of Candidates to be called for the PET, will be 03 (Three) times (subject to availability) to the number of vacancies available, based on their merits as per marks obtained in the Written Test. In case the requisite numbers of Candidates are not available to fill up the vacancies, then at the discretion of Competent Authority, an additional list for the PET may be drawn based on the merit.
- iv) Fitness Certificate from the Registered Civil Surgeon along with Eye/Vision Test has to be brought by the shortlisted candidate at the time of attending the PET without which the candidate shall not be allowed to appear in PET & the candidature shall be liable to be cancelled. Format prescribed for furnishing Medical / Fitness certificate is appended at Annexure F.
- v) Physical Endurance Test for PWD is exempted.
- vi) Pregnancy at the time of PET will be considered a disqualification and such candidates shall be rejected at this stage.
- vii) The Final Merit List will be decided on the basis of Written Test subject to qualifying the Physical Endurance Test (PET).

#### E. IMPORTANT INFORMATION / INSTRUCTIONS:

1. Appointments will be subject to the Rules and Regulations of the corporation in-force from time to time.
2. Candidates are required to submit the Online Application Form **Only Once** through the website [www.fcijobsukd.com](http://www.fcijobsukd.com). In case of multiple applications by the same candidates, the candidature shall be summarily cancelled.
3. **No printed / hard copy of the filled Application Form or any other supporting documents is to be sent before short-listing based on Written Test and / or Physical Endurance Test unless asked to submit specifically.**
4. The Admit Card for the Written Test indicating the time and venue of examination for each candidate can be downloaded from [www.fcijobsukd.com](http://www.fcijobsukd.com) 15 days prior to the date of examination onwards. **THE ADMIT CARD FOR WRITTEN TEST WILL NOT BE SENT BY POST OR EMAIL.** Candidates, who are not able to generate their Admit Card online at least one week before the date of the examination, should contact at email ID [fcijobsukd@gmail.com](mailto:fcijobsukd@gmail.com). Even then if the grievances are not addressed, the candidates may contact in person to Personnel Division, FCI, Regional Office, 1<sup>st</sup> floor, U.C.F Sadan, Vishnu Vihar, Near Prasar Bharti Office, Dehradun-248001,

with proof of online submission of Application Form for generating Admit Card online. Intimation about shortlisted candidate will be posted on website for which candidates should regularly visit the website [www.fcijobsukd.com](http://www.fcijobsukd.com). Candidate has to appear in all the phases of the recruitment process to be eligible for the selection. The candidates are advised to regularly visit the Website mentioned above.

5. The post carries IDA pattern pay scales and usual allowances such as HRA, Leave Travel facilities etc. These scales carry IDA on percentage basis. Gross Emoluments would vary depending upon place of posting.
6. The seniority of the Officials, appointed in the services of FCI within the Region will be determined by the order of merit in which they are finally selected for appointment. They will be posted anywhere in State of Uttarakhand within the jurisdiction of the Uttarakhand Region. The seniority of the officials will be maintained in the Uttarakhand Region.

#### **F. GENERAL INFORMATION / INSTRUCTIONS:**

1. Nationality: A candidate for appointment in the service of the Corporation shall be:
  - i) a Citizen of India, or
  - ii) a subject of Nepal, or
  - iii) a subject of Bhutan, or
  - iv) a Tibetan refugee who came over to India before the 1<sup>st</sup> January, 1962 with the intention of permanently settling in India, or
  - v) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka and East African Countries of Kenya, Uganda and United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire and Ethiopia and Vietnam with the intention of permanently settling in India.

**Provided that a candidate belonging to categories (ii), (iii), (iv) and (v) above shall be person in whose favour a certificate of eligibility has been given by the Competent Authority.**

2. Candidates should indicate at the designated place in the Application Form whether they belong to one of the Minority Communities notified by Government of India namely, Muslims, Christians, Sikhs, Buddhists, Jain or Zoroastrians (Parsis).
3. No Person shall be eligible for initial appointment unless he has attained the age of 18 years as on 01.08.2017.
4. Employees of the Central/State Govt./Public Sector Undertakings and departmental candidates should apply Online. Their candidature is subject to fulfillment of the essential eligibility criteria and they would ensure that **they are in possession of 'No Objection Certificate' from their employer** on or before last date of Application which may be required to be sent along with other essential enclosures in case of their short-listing on the basis of the Written Test/Physical Endurance test at the designated Address which shall be informed/notified through the designated website [www.fcijobsukd.com](http://www.fcijobsukd.com). **No objection Certificate issued after last date of Application, shall not be considered as an eligibility document and will be summarily rejected.**
5. Candidates are not permitted to use Mobile, Calculator, Bluetooth devices and other Electronic Gadgets. They should not, therefore, bring the same inside the examination premises/venue. Candidature of any candidate found to possess mobile phones or any other means of wireless communication or related accessories either in working or switched off mode shall be cancelled forthwith. This will also invite further penal action as per the policy of the Corporation. Candidates are advised to desist from use of any unfair method in the examination premises/venue which will render them ineligible for further consideration for the examination and also lead to their debarment from Corporations examinations in future besides inviting criminal prosecution.

6. Candidates must write the papers/indicate the answers in their own hand. For Objective Type Multiple Choice Questions paper, OMR Answer Sheet will be provided. OMR Answer Sheet is to be filled in with **Blue/Black Ball Point Pen only** as per instructions given in OMR Answer Sheet. Candidates are required to mark their Name, Date of Birth, Roll Number, Registered Application Number, and Question Booklet Number etc. correctly on the OMR Answer sheet by darkening the appropriate ovals/boxes. Candidates are also required to sign their names in running hand. Answer Sheet not bearing the Candidates Name, Roll Number, Signature etc. in the space meant for the purpose will not be evaluated and awarded Zero mark. If any candidate belonging to reserved category does not write their category properly in the OMR Answer Sheet, they will be treated as belonging to UR category. OMR Answer Sheets are read by machine and, therefore, failure to comply with any of the instructions will result in award of Zero marks. Candidates in their own interest should strictly follow the Instructions given on the Question Booklet/ OMR Answer sheet. **No representation regarding non-compliance of instructions will be entertained.**
7. Discrepancies in question paper should be brought to the notice at Email ID [fcijobsukd@gmail.com](mailto:fcijobsukd@gmail.com) within **07 days** of holding the examination. Representation submitted thereafter will not be entertained. Any other mode of submission or representation shall also not be entertained.
8. In view of the large number of applications, scrutiny of the eligibility, Category and other aspects will not be undertaken before issuing call letters for Written Test.
9. Candidates in their own interest are advised to provide their Mobile Number and E-mail ID accurately, as it may be used for all future correspondence.
10. It is mandatory for all the candidates to upload their Photograph and Signatures as specified without any exception.
11. Candidates seeking reservation benefits available for SC/ ST/ OBC/ PWD must ensure that they are entitled to such reservation as per eligibility prescribed in the Notice. They should also be in possession of the certificates in the prescribed format in support of their claim as per attached Annexure.
- Formats prescribed for furnishing certificates for SC/ST, OBC, PWD, Serving Defence Personnel and Ex-Servicemen are appended at Annexure A, B, C, D and E respectively. Candidates may note that these Certificates/Documents shall required to be produce along with other essential documents in case of their shortlisting on the basis of the Written Examination at the designated address which shall be informed / notified through the designated website [www.fcijobsukd.com](http://www.fcijobsukd.com). SC/ST/PWD/Female/Ex-servicemen or Serving Defense Personnel Candidates who are seeking fee Exemption must upload the relevant document/certificates as stated above as a proof for Exemption from application Fee. Female candidates are required to upload any certificate like High School Certificate/Caste Certificate/College ID Card/Aadhar Card/Voter ID card/Driving License/Passport etc mentioning gender. Male Candidates belonging to unreserved category and OBC are not exempted from Application fee hence not required to upload any Certificate/Document/Undertaking at this stage.
12. The candidates should select among following examination centers located in Uttarakhand, while filling the online Application Form:-

<b>Uttarakhand Region</b>	<b>Center Code</b>
<b>Almora</b>	<b>01</b>
<b>Dehradun</b>	<b>02</b>
<b>Roorkee</b>	<b>03</b>
<b>Rudrapur</b>	<b>04</b>
<b>Srinagar (Garhwal)</b>	<b>05</b>

13. No change in the centre of examination will be allowed under any circumstances. Hence, the candidates should select the centers carefully and indicate the same correctly in their applications. It is advised that the applicants should clearly give their preference of examination centers in the online application form. The Corporation reserves the right to cancel or add any additional centre and ask the candidates of that centre to appear from another centre. (Corporation also reserves the right to divert candidates of any centre to some other centre to take the examination.) Corporation Reserves the right to allot any of the prescribed city/center for examination (mentioned/not mentioned) in the Application Form.
14. No TA (Travelling Allowance) shall be paid for attending the Written Test/Physical Endurance Test/Document Verification. No compensation will be given to the candidate in case of any injury caused during Physical Endurance Test.
15. **RESOLUTION OF TIE CASES:** In case of a tie, the tie will be resolved as under:  
The procedure will be followed by Date of Birth i.e. the candidate older in age will get preference. If the tie still persists, the tie will be resolved by referring to the alphabetical order of names i.e. a candidate whose name begins with the English alphabet which comes first in the alphabetical order will get the preference.
16. Mere submission of application and fulfilling the eligibility conditions gives no right to any person for appearing in Written Test etc.
17. Qualifying in the Written Test and Physical Endurance Test for the post without fulfillment of eligibility conditions will not confer any claim to the candidate for final selection to the post.
18. Candidates should comply with additional instructions of FCI, if any.
19. Filling up of the vacancies is subject to the outcome of any litigation affecting the recruitment process.
20. No correspondence will be entertained about the outcome of the application at any stage.
21. All appointment will be subject to the Rules and Regulations of the Corporation in-force from time to time. Other benefits like CPF, Gratuity, Leave Travel Concessions, Leave Encashment, Medical reimbursement, etc. shall be applicable as per the rules of the Corporation as amended from time to time.
22. The candidate on selection to FCI is liable to be posted anywhere in State of Uttarakhand within the jurisdiction of the Uttarakhand Region. However, they are also liable to be posted anywhere in the country in the interest of the Corporation.
23. Candidate must ensure to have fulfilled all the eligibility criteria, viz., qualification, age, etc. as on 01/08/2017. Candidates should satisfy themselves that they fulfill the required qualification, age etc., before applying for the post. In case, it is found that the information furnished by a candidate is defective in any manner or has been deliberately suppressed, the candidature will be summarily rejected as and when it comes to the notice of the Management. The candidates are advised to satisfy themselves fully about the correctness of the information furnished. The candidature would be rejected if found ineligible at any stage.
24. If candidates claim that their Educational Qualifications are EQUIVALENT to the prescribed Essential Qualifications, it is the responsibility of the candidates to submit the necessary Documents/Certificates (Order/Letter with Number & Date) in support of equivalence, issued by

the Government of India or by the Competent Authority from which they obtained the Educational Qualification, failing which their application shall be rejected.

25. Issue of Admit Card for the Written Test/Physical Endurance Test does not confer any right of acceptance of candidature and should not be construed as an acknowledgment of fulfilling the eligibility criteria.
26. Candidates, who fulfill all the eligibility criteria, will be issued Offer of Appointment as per merit list and as per vacancies.
27. Before registering/submitting applications on the website, the candidates should follow the instructions given in advertisement/website and possess the following:
  - a) **Valid E-Mail ID and Mobile Number:** The E-Mail ID and Mobile Number entered in the Online Application Form should remain valid/active until the recruitment process is completed. No change in the E-Mail ID and Mobile Number will be allowed once submitted. The candidate himself/herself will be responsible for wrong or expired E-Mail ID & Mobile Number.
  - b) **PHOTOGRAPH:** One recent coloured passport size photograph preferably with white background, not more than three months old is to be SCANNED AND UPLOADED in the space earmarked in the Online Application Form. Size of the file for photograph should be between 20kb-60kb.
  - c) **SIGNATURE:** Signature (in Blue/Black ink) against white background is to be SCANNED and UPLOADED in the space earmarked in the Online Application Form and as per the guidelines given on website. Candidates must ensure that the signatures are identical throughout the Recruitment process at all stages and/or places. If any variation is found between the signatures, the candidature is liable to be cancelled. Candidate is advised to confirm his/her uploaded signature is clearly visible/identifiable at the appropriate place. Size of file should be between 10kb-20kb.
  - d) **CERTIFICATE FOR EXEMPTION OF APPLICATION FEE:** SC/ST/PWD/Female/Ex-servicemen or Serving Defense Personnel Candidates who are seeking fee Exemption must upload the relevant document/certificate as a proof for Exemption from application Fee. Female Candidates who are seeking fee exemption are also required to upload any certificate like High-School Certificate/Caste Certificate/College ID Card/Aadhar Card/Voter ID Card/Driving License/Passport etc. mentioning gender. Size of scanned file should be between 20kb-60kb.
28. **No Original Certificates/Documents are required to be sent** in connection with the Application unless directed to do so. Candidates may also note that Self-attested Photostat copies of requisite Certificates/Documents may be required to be sent/uploaded at the designated address/website in case of their shortlisting on the basis of the Written Examination/Physical Endurance Test which shall be informed/notified through the designated website [www.fcijobsukd.com](http://www.fcijobsukd.com). Original certificates will, however, be scrutinized/verified at the time of Document verification stage.
29. Management/Corporation reserves the right to conduct additional examination/Physical Endurance Test or call for any additional documentary evidence in support of eligibility criteria of the applicant.
30. Departmental candidates may note that their candidature is subject to possession of "**No Objection Certificate**" from their employer, which shall be required to be produced along with other essential documents in case of their shortlisting on the basis of the Written Examination at



the designated address/website, which shall be informed/notified through the designated website [www.fcijobsukd.com](http://www.fcijobsukd.com).

31. Issue of Admit Card for the Written Test or shortlisting for Document verification and Physical Endurance Test (PET) does not confer any right of acceptance of candidature and should not be construed as an acknowledgement of fulfilling the eligibility criteria for the post. It does not give indefeasible right to an individual for employment with FCI.
32. Any attempt to influence the Corporation in any manner would result in disqualification and rejection of candidature immediately.
33. In case of any clarification on recruitment process, please email at [fcijobsukd@gmail.com](mailto:fcijobsukd@gmail.com). No other form of communication shall be entertained. However, pendency of any such query will not effect in extension of scheduled dates of the recruitment process.
34. Appointment of shortlisted candidates will be subject to their being found medically fit and the verification of character, antecedents and caste, wherever applicable.
35. The decision of the Corporation in all matters relating to the conduct of examination and preparation of merit list will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.
36. No person shall be eligible for appointment who had previously been dismissed or compulsorily retired from the service of the Corporation or from a Department of a State or the Central Government or from any Public Sector Undertaking.
37. No person shall be eligible for appointment who has been convicted in a Court of law for any offence involving moral turpitude.

**Instruction for Online Application and method of Payment of Application Fee:**

Candidates, except as specified above, applying for the post (Watchman) are required to submit **APPLICATION FEE of Rs. 300/- {Excluding bank charges and including GST}** through any one of the following modes of payment:

- SBI Internet Banking, other major bank's Internet Banking; Debit/Credit Cards ( The additional bank charges for all such transactions is to be borne by the candidates in addition to the Application Fee of Rs. 300/-).**
- Cash Payment through e-challan at branches of SBI. {The additional bank charges for Challan Mode are to be borne by the candidates.}**
- Fee paid through any other mode will NOT be accepted. Fee once paid will not be refunded under any circumstances**
- IT IS IN THE INTEREST OF THE CANDIDATES TO USE ONLINE MODE INSTEAD OF THE CHALLAN MODE TO COMPLETE THE REGISTRATION PROCESS AND GENERATE THE REGISTERED APPLICATION FORM.**
- FCI is not responsible in case if the candidate deposits the fee by any other mode or in wrong account. Application fee is to be paid between 07/11/2017 to 07/12/2017 (08/12/2017 for offline mode).**

**G. Filling up of Application Form is in two Parts viz.**

**PART- I:**

- a) In Part I, Candidate will have to fill the requisite information like Candidates Name, Gender, Date of Birth, Category, whether Person with Disability, whether Departmental (FCI) employee, Written Test Centre, Educational Qualification, Experience, E-mail Id, Mobile

Number, Communication Address, Declaration, etc. On submission of details, Candidate will be prompted to check the filled details and fill/make corrections if any, otherwise to SUBMIT his/her final data.

- b) Photograph, Signature and certificate/document for Exemption of Application fee is to be uploaded as per instructions given on the website in the link **“Guidelines/How to apply”**. The image file of Photograph, Signature and certificate/document for Exemption of Application fee should be in .JPG or .JPEG format. There will be separate links for uploading Photograph, Signature and Certificate/Document. Click on the respective link “Upload Photograph, Signature and Certificate/Document”.

Recent passport size colour photograph, preferably with white background, should be used. Size of the file for photograph should be between 20kb-60kb.

For signature the candidate has to sign on white paper with Black/Blue Ink pen. If the candidate’s signature on the answer script at the time of the examination and at subsequent stages, if applicable, does not match the scanned signature on the Admit Card/Attendance Sheet, the candidature of the candidate is liable to be disqualified. Size of file should be between 10kb-20kb.

The candidate has to scan and upload the relevant Certificate/Document for Exemption of Application Fee {in case of SC/ST/PWD/Ex-Serviceman (Ex-Servicemen who have already secured employment in civil side under Central Government in Group ‘C’ & ‘D’ posts on regular basis after availing of the benefits of reservation given to Ex-Servicemen for their re-employment are NOT eligible for fee concession or for claiming benefits of reservation under ESM category. However, they are eligible for age relaxation only) and Female candidate} in one page only. In case of failure of uploading the relevant certificate/document, the candidature will not be accepted. Size of file should be between 20kb-60kb.

Online Application Form will not be Accepted/Registered unless the candidate uploads his/her photograph, signature and certificate/document (if applicable) as specified.

After uploading, candidates have to preview the uploaded images. Here the candidate is advised to see that, his/her uploaded photograph is clearly visible/identifiable in the appropriate row and the specimen signature is also visible in appropriate space. If for any reason uploaded images are not up to the mark then the candidate can upload these images again by following the same procedure. In no case these spaces should be swapped. If the candidate is satisfied with the uploaded images, he/she may proceed further.

C. Submission of Application:

- The candidate may review all the filled information before clicking on the declaration.
- If a candidate finds that all the filled information are correct then he/she can select the declaration and click on final SUBMIT button given on page, otherwise EDIT the information filled by him/her.

The candidate should cross check all the details filled in the Online Application, before finally submitting the same, as no correction will be possible later.

**For the candidates Exempted from Application Fee:**

For SC/ST/PWD/EX-SERVICEMAN (Ex-Serviceman who have already secured employment in civil side under Central Government in Group ‘C’ & ‘D’ posts on regular basis

after availing of the benefits of reservation given to Ex-Servicemen for their re-employment are NOT eligible for fee concession or for claiming benefits of reservation under Ex-Serviceman category. However, they are eligible for age relaxation only) and Female Candidates only.

Once a candidate clicks on SUBMIT button a Registered Application Form will be generated having unique Registration Number. **Candidates are advised to take a print of the Registered Application Form for their records and future reference.**

Candidates exempted from Application fee will get a Registration Number as confirmation after final submission. Thus the process for registration of Candidates exempted from Application Fee gets completed. The Registration number along with Date of Birth can be used for downloading the Admit Card 15 days prior to the date of examination which shall also be notified in the designated website [www.fcijobsukd.com](http://www.fcijobsukd.com). In case the candidate is not able to take the printout of the Registered Application Form and also does not receive SMS and/or Email indicating Registration Number the candidate can download / access the same by link "Existing User/Re-Login" given on the website [www.fcijobsukd.com](http://www.fcijobsukd.com).

**Before submission of the online Application, candidates must see the preview of the filled details so that it can be edited if required. After submission of the Application, no addition/modification will be permitted.**

## **PART-II**

### **For the candidates who have to pay Application Fee:**

It is NOT APPLICABLE for SC/ST/PWD/EX-SERVICEMAN (Ex-Serviceman who have already secured employment in civil side under Central Government in Group „C“ & „D“ posts on regular basis after availing of the benefits of reservation given to Ex-Servicemen for their re- employment are NOT eligible for fee concession or for claiming benefits of reservation under Ex-Serviceman category. However, they are eligible for age relaxation only) AND Female CANDIDATES.

Once a candidate clicks on SUBMIT button a page will open having important instructions for payment and a Link to make payment of application fee.

Once a candidate clicks on button of making the payment, the Site will redirect them to SBI Payment Site. There are various options available for payment on SBI site viz. **SBI Internet Banking, other major bank's Internet Banking; Debit/Credit Cards, Cash Payment through e-challan at branches of SBI.**

### **Candidates who opt for any Online Mode of Payment like Credit Card, Debit Card or Net banking:**

After making the successful Payment they will immediately be redirected to [www.fcijobsukd.com](http://www.fcijobsukd.com) for generation of Registered Application Form. Candidates are advised to take a print of the Registered Application Form for their records and future reference. Thus the process for Registration of candidates who have to pay Application fee gets completed. The Registration number along with Date of Birth can be used for downloading the Admit Card 15 days prior to the date of examination which shall also be notified in the designated website [www.fcijobsukd.com](http://www.fcijobsukd.com).

**Candidates may please note that unless they make the payment of Application Fee, their application will be treated as INCOMPLETE.**

### **Candidates who opt for Cash mode of Payment i.e Bank e-Challan:**

A challan will be generated in two copies(One Bank's copy and one Candidate's copy). After taking a printout of the Bank Challan, a candidate has to go to nearest SBI branch in working days/hours and make the payment on or before 08/12/2017. After making the Payment, a candidate will get a Candidate's copy of Challan duly stamped. Candidates are advised to keep this Candidate's copy of Challan in safe custody for future use. After making the Cash payment, a candidate should visit [www.fcijobsukd.com](http://www.fcijobsukd.com) after a minimum gap of 24

Hours to check his Application status by clicking on the “Existing User/Re-Login” given on the website [www.fcijobsukd.com](http://www.fcijobsukd.com) .

If the Payment status is updated successfully, Registered Application form will be generated having unique Registration Number. If Payment status is not updated successfully and if a candidate has already submitted Application Fee by Bank Challan mode, then either he is checking his payment status before 24 hours after making the payment, or his payment details have not been received from Bank. If the candidate has already made the payment by Bank Challan before 24 hours and his details are not available, then he is advised to send the scanned copy of his Challan receipt with requisite details on mail id : [fcijobsukd@gmail.com](mailto:fcijobsukd@gmail.com). Bank commission charges will be borne by the Applicants. In case the candidate deposits the fee in a wrong account, FCI will not be responsible. Application Fee deposited after 08/12/2017 will not be valid.

Fees once paid will not be refunded under any circumstances. Candidates are, therefore, requested to verify their eligibility before applying and payment of Application Fee.

CANDIDATE SHOULD NOTE THAT IN CASE STATUS OF PAYMENT SHOWN BY SBI IS NOT “SUCCESS” FOR THEIR TRANSACTION, i.e. STATUS OF PAYMENT SHOWN BY SBI IS “PENDING”, “FAILURE”, “REJECTED” OR ANY OTHER TECHNICAL ISSUE, THEN IT IS THE RESPONSIBILITY OF CANDIDATE TO ENSURE THAT PAYMENT MADE TO FCI IS SUCCESSFUL WITHIN DUE DATE. IN CASE TRANSACTION IS REVERSE BY SBI TO CANDIDATE OR CANCELLED AND PAYMENT IS NOT RECEIVED BY FCI WITHIN DUE DATE, THE CANDIDATURE SHALL BE SUMMARILY CANCELLED.

CANDIDATE SHOULD ALSO NOTE THAT IN CASE THE PAYMENT DETAILS FILLED UP BY CANDIDATES IN ONLINE SYSTEM IS NOT MATCHING WITH THE TRANSACTION DETAILS PROVIDED BY SBI, THEIR CANDIDATURE SHALL BE SUMMARILY CANCELLED.

Please note that only after confirmation of the payment, the registration of a candidate shall be treated as COMPLETED. Candidates are advised to take a print of the Registered Application Form for their records and future reference. The Registration Number along with Date of Birth can be used for downloading the Admit Card 15 days prior to the date of examination which shall also be notified in the designated website [www.fcijobsukd.com](http://www.fcijobsukd.com).

In-case the candidate is not able to take the printout of the Registered Application Form, the candidate can download / access the same by link “Guidelines/How to apply” given on the website [www.fcijobsukd.com](http://www.fcijobsukd.com).

Thus the Step-2 of the application process gets completed. The Registration number so generated along with Date of Birth can also be used for downloading the Admit Card 15 days prior to the date of examination which shall also be notified in the designated website ([www.fcukdjobs.com](http://www.fcukdjobs.com) )

**Cheques, Money Orders, Postal Orders, Pay Orders, Banker’s Cheques, Postal Stamps, etc., will not be accepted, towards application fee.**

**IMPORTANT DATES:**

1.	Submission of Online Application Form will Commence from	07/11/2017 from 10:00 hrs (IST)
2.	Application Fee to be paid: Rs. 300/- (excluding bank charges)	The last date for making the payment of Application Fee through Internet Banking/Debit/Credit Cards: 07/12/2017.
3.	The last date of generating the Bank e-Challan	08/12/2017
4.	The last date for making the payment of Application Fee through e-Challan	08/12/2017
5.	Last date for submission of online application	07/12/2017 till 23:59 hrs (IST)
6.	Availability of Admit Card on Website	15 days prior to announced date of Examination
7.	Date of Written Test& Physical Endurance Test	Will be announced in website <a href="http://www.fcijobsukd.com">www.fcijobsukd.com</a>

**Note:** Candidates should regularly visit the website [www.fcijobsukd.com](http://www.fcijobsukd.com) for regular updates. Corrigendum or Addendum to this Advertisement, if any, shall be published only on the website(s) [www.fcijobsukd.com](http://www.fcijobsukd.com) and [www.fci.gov.in](http://www.fci.gov.in).

The online Application will remain active from 07/11/2017 10:00 hrs (IST) to 07/12/2017 23:59 hrs (IST) only. In order to avoid any last minute rush, the candidates are advised to apply early enough. FCI will not be responsible for network problems or any other problem in submission of online application. Even if the candidate has submitted his/her data but has not submitted the application fee, if applicable, the candidates Registration Process will not be completed.