

HEADQUARTERS WESTERN NAVAL COMMAND

Quoting CS(II)/2577/RB/I

Aug 2015

Name Middle Name Surname

Application No.

(Roll No. _____ (category : UR/SC/ST/OBC)

Sub Category : Ex-Serviceman/PWD/Departmental/Nil))

Complete Address

Pin Code

RECRUITMENT OF TOPASS (BOAT CREW STAFF) – GROUP 'C'

Sir/Madam

1. With reference to your application for the post of **Topass (Boat Crew Staff) – Group 'C'** you are requested to report for **recruitment test** at **0800 hours on 14 Sep 15** at the following address:-

**Arga Main Gate
Naval Base
Karwar – 581 308
Karnataka**

Affix your recent
passport size
photograph (self
attested)

NOTE : The approximate distance of the base from Karwar Railway station & Karwar Bus stand are 16 kms & 7 kms respectively.

2. This call letter be brought, in original, at the venue which will be treated as Admit Card to the examination venue, failing which, you will not be permitted to appear for the recruitment test.

3. You should be in possession of the following items for the recruitment test failing which your candidature would be treated as cancelled :-

- (a) Call letter/Admit Card.
- (b) Lunch & Water Bottle.
- (c) One original Photo Identity Card such as Adhar Card, Driving License, Passport, Voter I. Card etc.
- (d) Employment Exchange Registration number if any.
- (e) Photo copy of marksheet and Certificate of Educational qualifications (matriculation or equivalent), alongwith the originals.
- (f) Photocopy of Valid Caste certificate (if applicable) alongwith the original.
- (g) Photo copy of School Leaving Certificate/Date of birth certificate alongwith the original.
- (h) Clip pad and blue/black ball pens, Soft Pencil HB, Eraser, etc.,
- (j) Swimming Trunk.
- (k) Certified copy of Land Loser Certificate (if applicable).
- (l) 'No objection Certificate' if the candidate is in Central Government Employment and seeks age relaxation available to such eligible candidates.

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4. You are advised to read the instruction list provided with this call letter before appearing for the examination.
5. Please also note that if you fail to attend on the date and time indicated above, your candidature will be treated as cancelled.
6. Call letter is computer generated and no signature is required.

For Chief Staff Officer (P&A)

IMPORTANT INSTRUCTIONS FOR ADHERENCE OF CANDIDATES

- (a) Your Candidature to the Recruitment Test is provisional subject to being found eligible in all respects.
- (b) **The syllabus for written examination will be of matriculate level. It will have questions related to English, Science, Social Studies, Mathematics and also few questions of General Knowledge & specific Topass (Boat Crew Staff) – Group 'C'**
- (c) Mobile Phones, Calculators or any of IT gadgets are not allowed inside the premises/precincts where the recruitment test is being conducted.
- (d) **The nature of job {Topass (Boat Crew Staff) – Group 'C'} involves working on yard crafts which will be deployed at sea round the clock. Therefore, for personnel safety, the candidate needs to be proficient in swimming. A swimming test will be conducted prior to the written examination and only those candidates who pass the swimming test will be eligible for appearing the written examination. Test will include non-stop swimming of one length of swimming pool (50 meters) followed by 03 minutes floating.**
- (e) **You have to make your own arrangements for boarding and lodging etc. as the candidates will have to continue their stay for 2 to 4 days w.e.f. 14 Sep 2015, for the Recruitment Test. The list of qualified candidates will be promulgated separately.**
- (f) Companion, if any, would not be allowed at the venue or in its proximity. It is therefore, advised not to bring any companion.
- (g) Candidates are advised not to bring any valuable/costly items to the recruitment test as safe keeping of the same cannot be assured. This Headquarters will not be responsible for any loss in this regard.
- (h) Candidates should check admit card carefully and bring the discrepancies, if any to the notice of the Invigilator before the examination. A Declaration/Undertaking, for any discrepancies notified, will have to be submitted to the Invigilator to that effect for consideration of the competent authority.
- (j) You are directed to undertake the recruitment test at your own risk i.e. after verifying that you fulfill the qualifications in the advertisement and admission to the test is purely provisional.
- (k) The candidate must note that the Headquarters takes up the verification of eligibility condition i.e. age, education qualification etc. with reference to original documents only those candidate who qualify in the recruitment test. Unless the candidature is formally confirmed by this Headquarters it continues to be “provisional”.
- (l) Ineligibility detected at any stage before or after the Test would render the candidature as rejected.
- (m) The candidate must abide by the instructions and such further instructions as may be given by Invigilator of the recruitment test. If the candidate fails to do so or indulges in disorderly or improper conduct, he/she will render himself/herself liable to expulsion from the recruitment test and/or such other punishment as the competent authority may deem fit to impose.
- (n) You will be expected to maintain discipline inside premises, failure to which, you will be disqualified from the examination.
- (p) Candidates may also be subjected to ‘Frisking’, if desired by the Board.
- (q) Details of provisionally selected candidates will be hosted at the www.irfc.nausena.nic.in website.
