

Government of India
Ministry of Mines
Indian Bureau of Mines

No. A-34012/(2)/(1)/2007-ENG.

Nagpur, dated 27th July, 2017

C I R C U L A R

Subject: - Limited Departmental Competitive Examination - Promotion to the post of Upper Division Clerk – Regarding.

Five (05) posts of Upper Division Clerks (4 UR + 1 SC) in the level 04 - Rs. 25,500-81,100 are required to be filled through Limited Departmental Competitive Examination for promotion from amongst the existing Lower Division Clerks. However, the exact number of posts will depend upon vacant position existing at the time of finalization of the merit panel. The said examination will be held on 28.08.2017 (Monday) at 1030 hours in this Department at Headquarters, Nagpur. The desiring employees should fulfill the following eligibility criteria :

- (i) The age limit for general employees should not be more than 40 years. However, for employees belonging to Scheduled Caste community the upper age limit shall be 45 years. The age limit will be reckoned as on the closing date for receipt of applications i.e. 18.08.2017. No further relaxation on age limit will be granted.
- (ii) The employees should have rendered at least five years regular service in the post of Lower Division Clerk after appointment thereto on the closing date for receipt of applications i.e. 18.08.2017.

The syllabus for the examination will be as under:-

Part - I (30 Minutes) Letter writing	: 20 Marks
Part – II (45 Minutes) Objective type questions on Administrative Matters	: 30 Marks
Part – III (45 Minutes) Objective type questions on Financial Matters	: 30 Marks
Part – IV (30 Minutes) Objective type questions General Knowledge & Current Affairs	: 20 Marks
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Total : 100 Marks	

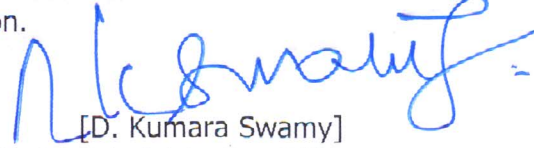
All the above four question papers will be in English as well as in Hindi. The employees will have the option to answer the papers either in Hindi or English.

As regards employees who are applying against the reserved post of SC, the candidature for the same will be considered provided the caste verification report issued by the Competent Caste Scrutiny Committee is received by IBM.

The examination will be held at the 3rd Floor, Training Hall ('C' Block), IBM, Indira Bhavan, Civil Lines, Nagpur – 440 001. The employees who fulfill the above criteria may apply under Limited Departmental Competitive Examination quota for promotion to the post of UDC in the enclosed proforma. Employees selected will be entitled for benefits under MACP Scheme from their date of direct recruitment to the post of LDC/MTS. The promotion to the post of UDC under this examination quota will be adjusted against one of the 3 (three) MACPs. Eligibility for traveling allowance to the candidates appearing in the said examination will be governed by the Supplementary Rules (SR 130). The

employees who are selected as per merit list on the result of this competitive examination will be posted in any of the offices in Indian Bureau of Mines with All India service liability.

All the Heads of Divisions/Sections/Officer In-charges of Zonal/Regional/Sub-Regional Offices/OD Labs, Indian Bureau of Mines are requested to kindly bring the content of this circular to the notice of all Lower Division Clerks working under them and applications of interested employees may be forwarded to the Senior Administrative Officer, Indian Bureau of Mines, 4th Floor, Indira Bhavan, Civil Lines, Nagpur – 440 001 so as to reach him on or before 18th August, 2017 positively. Applications received thereafter will not be entertained. It may also be ensured that the Lower Division Clerks who are on leave etc. may be informed accordingly about the proposed examination.



[D. Kumara Swamy]
Senior Administrative Officer

Encl : As above.

Copy to all Zonal/Divisional/Regional/Sub-Regional/Sectional heads of Indian Bureau of Mines

PROFORMA

APPLICATION FOR PROMOTION TO THE POST OF UPPER DIVISION CLERK UNDER LIMITED DEPARTMENTAL COMPETITION EXAMINATION QUOTA - 2017 IN THE INDIAN BUREAU OF MINES.

01. Name of the employee (in block letters) :
02. Designation :
03. Date of Birth :
04. Age as on 18.08.2017 :
05. Whether UR/SC/ST :
06. Application for the post of UDC under : (i) UR Category
(Please tick any one only) (ii) ST Category
07. Date of joining to the post of LDC :
08. Length of Service rendered as LDC as on 18.08.2017 :
09. Educational qualifications :
10. Option for question paper in Hindi or English :
11. No. of times appeared in the said Examination and :
month/year when appeared
12. Whether entitled for TA : Yes/No
(an employee who has already appeared twice earlier in this exam is not eligible for TA for this occasion)

