

No. 62/ MPIDC/Estt./Seva Niyam-17/2018/ 9923

Bhopal , Dated 03.03.2019

To,

The Business Head,
M.P Online,
4th Floor, DB City,
Corporate Park, Arera Hills,
Opp. Zone – I, MP Nagar,
Bhopal - 462011

Sub:- Recruitment for the post of Assistant Grade II in MPIDC.

Ref.:- Your E-Mail dated 27.02.2019.

Dear Sir,

Under subject and reference cited above, we are appending herewith approved copy of advertisement format for the post of Assistant Grade II duly signed.

Apropos, kindly proceed further at the earliest.

Thanking you,

By the order of M.D.

Encl:- As above.

Yours Sincerely

(J.N.Vyas)
Executive Director

ADVERTISEMENT

Recruitment for the Post of Assistant Grade-II/Computer Operator in M.P. Industrial Development Corporation Ltd., Bhopal (MPIDC) :

Pay Scale - 5200-20200+ Grade Pay 2400 (6th Pay Scale)+Prevailing D.A.

POST Description:-

Category	Total	Open	Horizontal Reservation For Women	Ex Serviceman	Adhoc/Contract worker of unified structure of MPIDC
	10				
UR	05	03	02	01 post shall be adjusted in the category for which he/she gets selected.	02 Post Adjustable against category under which they are selected
ST	02	01	01		
SC	02	01	01		
OBC	01	01	00		

Note:

1. No. of post of Assistant Grade-II/Computer Operator mentioned above can be increased or decreased.
2. Post of Assistant Grade-II/ Computer Operator for MPMPIDC opens to MP Domicile & Non-Domicile.
3. All the categories of Non Domicile Candidates will be treated as UR Category Candidates.
4. Age Relaxation will be given to the candidates as per their category of relaxation only, belonging to MP (MP Domicile).
5. Horizontal Reservation are allotted for Women candidate /Ex Serviceman/ MPIDC Adhoc/Contract Worker MP Domicile only.
6. The MPIDC reserves the right to fill or not to fill any of the vacancies.
7. If you have applied for Assistant Grade-I too, then you need to fill your application no. of Assistant Grade-I in the proper place provided in the application form of Assistant Grade-II. So that the same centre can be allotted to you for facilitating your appearance in both the examination.

Required Qualification Post wise Descriptions:-

Name of Post	Age (As on 1 st January 2019)	Minimum Qualification
Assistant Grade-II/ Computer Operator	21 To 30	12 th from Recognized Board along with Hindi/English Stenography or Diploma (including equivalent or higher qualification) in Computer Application. Note:- Candidate selected for appointment will have to prove practically, his/her Hindi/English typing skills needed for official purpose, during his/her probation period.



Reservation:-

- a. The provisions of vertical and horizontal reservation shall be applicable as per prevailing rules of Government of Madhya Pradesh.
- b. The reservation of position shall be applicable only for the candidates having MP Domicile.
- c. Caste certificate issued by Sub Divisional Officer of State of Madhya Pradesh only shall be valid.
- d. The candidates of OBC category (Non-creamy layer) have to submit income certificate of last three years income of their parents issued by Tehsildar in the current financial year.

How to apply:-

The candidates can apply through MP online portal only (www.mponline.gov.in) or using the link provided on MPIDC Bhopal website "www.invest.mp.gov.in". The scanned copy of following documents shall be uploaded by the applicant:-

- i. High School certificate/mark sheet in support of DOB.
- ii. Higher Secondary/ Diploma certificate.
- iii. Caste certificate (Permanent), in case of reserved category candidates issued by Sub Divisional Officer of MP Only in prescribed format.
- iv. Domicile Certificate. (if claims relaxation or reservation, then Mandatory)
- v. Ex serviceman certificate, who belong to this category.
- vi. Certificate issued by MPIDC for adhoc/contract/dyeing cadre employee.

Application fee and other charges:-

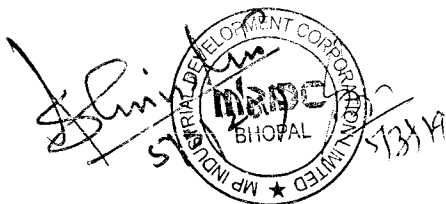
- i) The recruitment shall be done through On-line exam.
- ii) Fee shall be Rs.600/- per candidate for all payable through electronic mode.
- iii) Portal fee includes taxes.
- iv) Payment of application fee can also be made in cash in MP Online KIOSK.
- v) No Extra charges shall be payable for scanning of photographs etc. to the KIOSK apart from the portal charges.

Age limit:-

The age of candidates as on 01.01.2019 should be as under:-

S.No.	Post Name	Minimum Age For all	Maximum Age for all	Maximum Age for those who are Eligible for relaxation
	Assistant Grade-II/ Computer Operator	21 yrs	30 yrs	35 yrs

1. Candidates belonging to SC/ ST/ OBC (Non Creamy Layer) categories and women candidates and Ex serviceman having M.P. domicile shall get relaxation in upper age limit to an extent of five (5) years.
2. However, maximum age limit including all relaxation shall be 35 years except for MPIDC employee.
3. In case of Adhoc/Contract employee of MPIDC, there shall be full relaxation in age.
4. In case of employee of MPIDC, serving under dyeing cadre post, there shall be full age relaxation.

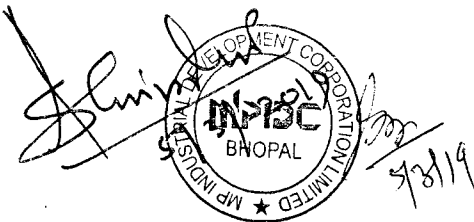


Selection Procedure:-

- i) The online academic assessment test shall be conducted by MP Online at various test centres of Bhopal, Gwalior, Jabalpur, Indore and Rewa only.
- ii) The number of cities for online academic assessment test can be increased or decreased depending upon number of candidates with best possible allocation of centre nearest to their postal address within State.
- iii) Merit List for the purpose of appointment shall be prepared by MP Online on the basis of online score.
- iv) In case candidates having same score in examination then will prefer Date of Birth (DOB) of candidates; elder candidates will get upper rank.
- v) In case Score and DOB of candidates will be same then will prefer to 10th Passing year... earliest candidates will get upper rank.
- vi) In case Score, DOB and 10th Passing year of candidates will be same then will prefer to 12th Passing year... earliest candidates will get upper rank.
- vii) In case Score, DOB, 10th Passing year and 12th Passing year of candidates will be same then will prefer to 10th obtained marks... higher marks candidates will get upper rank.
- viii) The recruitment shall be done by conducting online examinations of 100 objective type questions (4 marks each) with total 400 Marks, 1(one) negative marking for each wrong answers will be done. The online examination will be conducted by MP Online.
- ix) Examination Duration will be 2 hours (120 minutes).
- x) Merit list on the basis of marks obtained in written exam shall be prepared along with wait list. Appointment shall be offered as per final selection list. Verification of documents shall be carried out before the joining of candidate.

Syllabus:-

S.No.	Post Name	Syllabus
1	Assistant Grade-II/ Computer Operator	Section -01:- Mathematics or Quantitative Section(Quantitative aptitude)- 10 Questions Section-02:- English or Verbal Section (Verbal ability and reading comprehension))- 30 Questions Section-03:- Analytical Reasoning Section (Data interpretation and logical reasoning))- 30 Questions Section-04:- Basic Computer Knowledge , General Knowledge)- 30 Questions


MPSC BHO PAL
4/28/19

Important Dates :-

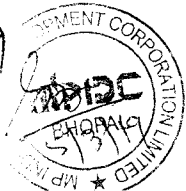
S.No.	Activity	Dates
1	Issue of Advertisement	12-03-2019
2	Start Date of Application filling	12-03-2019 to 06-04-2019
3	Commencement of Online downloading of Admit Card	14-04-2019 to 22-04-2019
4	Online Exam	22-04-2019
5	Uploading of model answer key & Objection calling live	24-04-2019 to 26-04-2019
6	Resolution of objection raised	10-05-2019
7	Result Declaration	As per department instruction Candidates will get notification about Result*

Note:- However, the dates are subject to changes in unavoidable circumstances. In case of any change in dates it will be notified on the website of MPIDC and MPONLINE Portal.

General conditions:-

- i) The Candidates should be an Indian National.
- ii) Candidates working in the Government/Semi-Government/Public Sector, satisfying the eligibility criteria of education and age shall have to produce N.O.C. from their present employer at the time of joining.
- iii) MPIDC reserves the right to verify document submitted by the applicant. If any of the information given by the applicant is found incorrect, his/her candidature will be cancelled at any stage of selection /appointment and thereafter.
- iv) Age relaxation for all eligible categories as per prevailing rules of Government of M.P. shall be up to 5 years.
- vi) The reserve category candidates selected in merit. availing relax standard shall be considered against vacancy of the respective category.
- vii) The appointment letter to the candidates will be issued on the basis of final merit list subject to verification of original documents.
- viii) Disqualification for appointment to the post shall be in accordance with the prevailing provisions of Government of M.P. and MPIDC Rules.
- ix) If any of the information given by the candidates is found incorrect, his/her candidature will be cancelled at any stage of selection and appointment.
- x) On selection, initial intimation letter will be sent to the candidates through post and email on their postal address shown in application and registered email id in application and the candidates may be called for document verification.
- xi) After Document verification of the selected candidates as per merit list the candidates will be given appointment order as a probationer and they shall be given at least 30 days time to join at the place of posting failing which their appointment shall stand cancelled and waiting list will be operated.
- xii) Candidates will not be given reimbursement for to and fro journey for test, verification of documents or joining at the respective place of posting.
- xiii) Any dispute arising out of the selection process shall be dealt within the jurisdiction of M.P. High Court Jabalpur.

[Handwritten Signature]
5/3/2019

The stamp is circular with the text 'MPIDC JABALPUR' in the center and 'EMPLOYMENT CORPORATION LIMITED' around the perimeter. There is a handwritten signature and date '5/3/2019' over the stamp.