



JOIN INDIAN COAST GUARD

(MINISTRY OF DEFENCE)

**AS NAVIK (DOMESTIC BRANCH) 10th ENTRY - 01/2020 BATCH
APPLICATION WILL BE ACCEPTED 'ONLINE' FROM 30 Oct TO 08 Nov 2019**



1. Applications are invited from Indian male candidates possessing educational qualifications and age as prescribed below for recruitment to the post of Navik {Domestic Branch (Cook & Steward)} in the Indian Coast Guard, an Armed Force of the Union.

2. **Eligibility Condition and Job Requirement.**

(a) **Educational Qualification.** 10th Class with 50% marks in aggregate from a board of Education recognized by Central/State Government. (**5% relaxation** in above minimum cut off will be given for SC/ST candidates and outstanding sports person of National level who have obtained 1st, 2nd or 3rd position in any field sports events at the Open National Championship/ Inter-state National Championship. This relaxation will also be applicable to the ward of Coast Guard uniform personnel deceased while in service).

(b) **Job Requirement.**

(i) **Cook.** They would be required to prepare food as per menu (both vegetarian and non-vegetarian including handling of meat products) and accounting of ration. In addition, they will also be allotted other duties for efficient running of the organisation.

(ii) **Steward.** They would be required to serve food in the Officer's messes as waiters, housekeeping, maintenance and accounting of funds, wine and stores handling, preparation of menu etc. In addition, they will also be allotted other duties for efficient running of the organisation.

3. **Age.** 18 to 22 years as on 01 Apr 2020 i.e. born between 01 Apr 1998 to 31 Mar 2002, both dates are inclusive. (Upper age relaxation of 5 years for SC/ST and 3 years for OBC candidates).

4. **Pay, Perks and Other Benefits.**

(a) **Pay & Allowances.** Starting Basic Pay Scale for Navik (DB) is 21700/- (Pay Level-3) plus Dearness Allowance and other allowances based on nature of duty/place of posting as per the regulation enforced time-to-time.

(b) **Promotion.** Promotion prospects exist up to the rank of Pradhan Adhikari with pay scale 47600/- (Pay level 8) with Dearness Allowance.

(c) **Perquisites.**

- ❖ Ration and clothing as per rules in vogue. Free medical treatment for self and family including dependent parents.
- ❖ Government accommodation for self & family on nominal license fee.
- ❖ 45 days Earned leave and 08 days Casual leave every year with Leave Travel Concession (LTC) for self, family and dependent parents as per Govt. rules.
- ❖ Contributory Pension Scheme and Gratuity on retirement.
- ❖ Canteen and various loan facilities.
- ❖ ECHS medical facilities post retirement.

5. **How to Apply.**

(a) Applications will be accepted 'Online only' **from 30 Oct to 08 Nov 2019 till 1700 Hrs.** Candidates are to log on to www.joinindiancoastguard.gov.in and click on **opportunities** button. The important instructions for filling of online application are:-

(i) The Name of the Candidate, Father and Mother's name and date of birth should be mentioned as per 10th class certificate.

(ii) Indicate exact percentage of 10th class up to two decimals and this is not to be rounded off.

(iii) Filling up of information like personal e-mail ID and mobile number of the candidates are compulsory. The date, time and Centre of the written examination and other information will be informed through Coast Guard Recruitment website www.joinindiancoastguard.gov.in

(iv) The application provides choice of only **One Centre** for examination. The candidates are to choose Centre from the list mentioned against each state to which he belongs to.

(b) To fill up "**Online**" application, the candidates need to log on to the Website www.joinindiancoastguard.gov.in and click **opportunity** button and proceed as given below:-

(i) Select the advertisement for Recruitment of Navik (DB) (10th Entry) **01/2020 Batch.**

(ii) Select the post applied for- **Navik (Domestic Branch).**

(iii) Click on the **'I Agree'** button and the 'Online Application' will be displayed.

(iv) Proceed to fill up the application {All **Star (*)** marked entries are compulsory and to be filled}.

(v) Candidates have to upload the photograph and signature in .jpeg format (image quality 200 dpi). The size of photograph and signature must be between 10 kb to 40 kb and 10 kb to 30 kb respectively.

(vi) On completion of filling application, check your filled details once again prior clicking on the Submit button.

(I) CANDIDATE SHALL ENSURE THAT ALL DATA IS CHECKED BEFORE CLICKING SUBMIT BUTTON. ANY VARIATION FROM 10TH CERTIFICATE REGARDING NAME, FATHER'S NAME, DATE OF BIRTH, PERCENTAGE (%) IN 10TH MARK SHEET AND CATEGORY WILL NOT BE ALLOWED TO SIT IN EXAMINATION.

(II) ALL CANDIDATES SHALL CORRECTLY FILL UP THEIR MOBILE NUMBER AND EMAIL ID. IN CASE, THE CANDIDATE IS NOT HAVING MOBILE NUMBER HIS PARENT'S / GUARDIAN'S MOBILE NUMBER TO BE MENTIONED WITH NAME.

(vii) On successful submission of the online application a unique Application/Registration number will provided to the candidates. Candidates must note down this application number for future reference and for retrieval/ reprint of e-Admit card. Applicants to take print out of the e-Admit card through URL <https://joinindiancoastguard.gov.in/reprint.aspx> **from 17 Nov to 22 Nov 2019** only post short listing of the online applications. For Candidates NOT meeting the eligibility criteria, a 'Rejection Slip giving the cause of rejection with the Application Number' will be displayed. Short-listing criteria will be based on higher percentage of marks for a particular examination Centre.

(viii) Candidates are required to bring 03 copies of e-Admit card with latest identical colour passport size photographs with Blue background (Not older than one month) and to be pasted in the box provided. Candidates shall bring all original documents along with photocopies of all documents self attested i.e. class 10th pass certificate and mark sheet showing subjects, caste certificate wherever required and domicile certificate of their respective state for submission at the examination Centre on the date of examination. Any candidate who does not carry all these documents at the time of recruitment shall not be permitted to appear in the written examination.

Note: - *Filling of multiple applications will result in cancellation of all applications.*

* *Last date for applying online: **08 Nov 2019 till 1700 Hrs.***

6. The recruitment Zones and Examination Centre for different states are as given below:-

Ser No	Zone	Examination Centre	States -Candidates Residing/Domicile
(a)	Northern Zone	Noida	Jammu & Kashmir, Himachal Pradesh, Punjab, Haryana, Rajasthan, Uttar Pradesh, Uttarakhand, Delhi and Union Territory of Chandigarh & Ladakh.
(b)	North-Eastern Zone	Kolkata	Bihar, Jharkhand, Mizoram, West Bengal, Orissa, Assam, Sikkim, Meghalaya, Manipur, Arunachal Pradesh, Nagaland and Tripura.
(c)	Eastern Zone	Chennai	Tamil Nadu, Andhra Pradesh, Telangana, Union Territory of Puducherry and Andaman & Nicobar Islands.
(d)	Western Zone	Mumbai	Maharashtra, Madhya Pradesh, Karnataka, Chattisgarh, Kerala, Goa, Union Territory of Daman & Diu, Dadra Nagar Haveli and Lakshadweep
(e)	North-West Zone	Gandhi Nagar	Gujarat

Note : The candidates are to choose only one choice of centre from the list mentioned against state to which they belong to Domicile. The Coast Guard reserves the right to cancel / re-conduct the examination of a particular Centre/centres any time or change the Centre of the candidates for administrative/other reasons.

7. **Selection Procedure.** The '***Online***' Applications will be sorted out Centre wise. The conduct of test is planned during the month of **end Nov 2019**. The Selection procedure is as follows:-

(a) Short-listing criteria will be based on higher percentage of marks for a particular examination Centre.

(b) The qualifying cut off percentage (%) of a particular Centre may be increased if more number of applications with higher percentage is received.

(c) The written examination will be of objective type, which will generally cover subjects Quantitative Aptitude, Mathematics, General Sciences, General English, General Awareness (Current Affairs & General Knowledge) and Reasoning (Verbal & Non-Verbal).

(d) Those who qualify written examination will undergo Physical Fitness Test (PFT) and Initial Medical Examination (Preliminary). The testing procedure will take 2-3 days. **Physically Challenged candidates are not eligible to apply for this examination.**

(e) **Physical Fitness Test (PFT).** PFT will be conducted for all those who qualify the written tests. All candidates are advised to be in possession of sport rig (Shoe, T-shirt, Trouser etc). The PFT will consist of:-

- 1.6 Km run to be completed in 7 minutes.
- 20 Squat ups (Uthak Baithak)
- 10 Push up. Candidates undergoing PFT will do so at their own risk.

(f) Candidates who qualify the Physical Fitness Test (PFT) will only be required to undergo initial recruitment medical examination at the respective recruitment Centres or any other place as decided by the Indian Coast Guard.

(g) Based on the performance in the written examination, candidates will be shortlisted for medical examination in a ratio as may be decided by the Indian Coast Guard. Mere declaration of fit in initial medical examination does not indicate selection of the candidate for the final medical at INS Chilka.

(h) The select list will be prepared from the candidates who qualify in all the tests depending upon the available vacancies. The Zone wise select list of candidates will be displayed in the Indian Coast Guard Website www.joinindiancoastguard.gov.in in the month of **Mar 2020**. It is clarified that merit list will be zone wise and not centre wise.

8. **List of Documents.** Scrutiny of documents for eligibility will be carried out prior commencement of the written examination. Candidates are, therefore, required to appear at the examination centre with the following documents:-

- (a) Three copies of e-Admit card with latest photograph affixed.
- (b) Original Class 10th pass certificate and mark sheet.

(c) Candidates who are perusing higher education can submit self attested photo copies of 10th class marks sheet and pass certificate. Candidates perusing higher education are also required to produce duly signed certificate by head of Registrar / chancellor clearly indicating list of original certificate held. Provisional pass certificate (10th class) will be accepted in case state boards are late in issue of original certificates, subject to production of original pass certificate at INS Chilka before induction in Indian Coast Guard.

(d) Original Caste (if applicable)/ Income certificate for EWSs (Economically Weaker Sections) as per **Govt. of India format (No other format will be entertained) available on ICG website.**

(e) **Domicile certificate of their respective state. However, in case of candidates from Assam,** a Permanent Residential Certificate (PRC) as issued by Govt. of Assam or similar certificate by district administration, in lieu of standard domicile certificate will be accepted for the purpose of appearing in written examination/PFT/Initial Medicals. However, candidates from Assam has to produce a domicile certificate before induction at INS Chilka.

(f) Proof of identity such as passport, driving license, Aadhar card/ voter I card, Pan card, School/ College ID card or any other photo identity proof.

(g) In case of reserved category applicants, availing age/percentage relaxation, either current or permanent address of online application should be same as the address mentioned in caste/category certificate (SC, ST & OBC)/Income certificate for EWSs (Economically Weaker Sections). Further in case of OBC, the category certificate should not be more than 3 financial Years old and for such cases renewed/fresh certificate to be produced shall be in original as per Govt. of India format (No other format will be entertained).

(h) Ten recent colour passport size photographs with blue background.

(j) **The date of issue of all documents has to be 08 Nov 19 or any date prior to 08 Nov 19 (closing date of application).**

Note:- Candidates not in possession of above documents will not be permitted to appear in written examination. Original educational certificates will be returned after verification. If any variations found in application at the time of verification, the candidature of the applicant will be cancelled. Qualified candidates to submit one copy of all documents at the examination Centre.

Selection of candidates is based on the order of merit depending on their performance in Written Test, Physical Fitness Test (PFT) and fitness in the Medical Examination.

9. **Medical Standards.**

(a) Medical examination will be conducted by authorised Military Doctors as per medical standard prescribed in current regulations applicable to Enrolled Personnel on entry.

(b) **Height.** Minimum height is 157 cms. Reduction in height for candidates from hilly areas and tribal areas will be in accordance with the Central Govt. orders.

(c) **Chest.** Should be well proportioned. Minimum expansion 5 cms.

(d) **Weight.** Proportionate to height and age \pm 10 percentage acceptable.

(e) **Hearing.** Normal.

* Candidates are advised to get their ears cleaned for wax and tartar removed from teeth prior to examination.

(f) **Visual Standard.** 6/36 (Better Eye) and 6/36 (Worse Eye).

(g) **Tattoo.** Permanent body tattoos are not permitted on any part of the body. However certain concessions are permitted to candidates belonging to tribal areas communities as declared by the Govt. of India. For other candidates permanent body tattoos are only permitted on inner face of forearms i.e. from inside of elbow to the wrist and on the reverse side of palm/back (dorsal) side of hand. Details in this regard are available on the Indian Coast Guard Recruitment website www.joinindiancoastguard.gov.in palm/back (dorsal) side of hand. Details in this regard are available on the Indian Coast Guard Recruitment website www.joinindiancoastguard.gov.in

Note: Candidates with above Medical standards are only to appear for the selection. No waiver will be given for the above standards. The Coast Guard order on medical standard of Naviks will be the final authority in case of dispute. Applicants declared permanent medically unfit by any Armed Forces Hospital in previous recruitment for the same entry in Indian Coast Guard are advised not to apply.

10. **Final Enrolment Medical Examination.** Initial Medical Examination for recruitment will be considered only "**Provisionally fit subject to fitness in the final medical examination.**" Final Medical Examination of all selected candidates will be done at INS Chilka. Candidates, who are NOT found medically fit in the final medical examination at INS Chilka, will NOT be enrolled for training. "An Appeal" is permitted for medically unfit candidates after the final enrolment medical examination at INS Chilka and will be given an opportunity to appeal against the findings if they so desire at INHS Kalyani, Visakhapatnam at his own expenses within a maximum period of 12 days or as decided by INS Chilka.

11. **Training.** The basic training will commence in **Apr 2020** at INS Chilka followed by sea training and professional training in the allotted trade. Branch/trade will be allocated as per the requirement of service and performance during basic training. **Naviks are liable to be discharged as UNSUITABLE due to unsatisfactory performance at any time during the training.**

12. **General Guidelines.**

(a) Candidates withdrawn on disciplinary grounds from any other Service Establishments are not eligible to appear.

(b) Candidates should not have been arrested, convicted or prosecuted on charges.

(c) Original certificates should not be attached with the e-Admit card. Indian Coast Guard will not take responsibility for loss of any original certificates, if attached with application. Photo should be pasted not stapled.

(d) Request for change of examination center /date will not be entertained.

(e) Applications received by post will not be accepted.

(f) **Mobile Phone.** Use of Mobile phones and other modern electronic gadgets are not permitted during examination. Coast Guard considers such possession as adopting unfair means. If any candidate is caught with Mobile, Bluetooth or any kind of scanning equipment during examination hours, immediate action as per law including filling FIR will be initiated.

- (g) Candidates are self responsible for safekeeping of their belonging including any electronic devices. Candidates will not be allowed to leave examination centre/ Hall for any reasons after the commencement of the Written Examination.
- (h) All candidates will be frisked prior entering into examination Centre.
- (j) All candidates are requested to be watchful and immediately bring to notice of invigilator of any suspicious action by any of the candidates.
- (k) Indiscipline activities including copying/malpractice etc. during the testing procedures will also result in disqualification.
- (l) The application and the original documents will be further scrutinized for eligibility prior to Enrolment and may be rejected if found not eligible in any respect.
- (m) It may also be noted that minimum percentage of marks for eligibility at Para 2 may be increased depending upon number of candidates applying.
- (n) **Candidates from "Open Schools" institutes not recognized by Govt./AICTE are not eligible.**
- (p) In case of more number of candidates applying for one Centre, a few candidates may be allotted to any other centre. Candidates with higher marks will be allotted their first choice only.
- (q) The candidate's selection pertaining to a particular batch is valid for that batch only. Qualified candidates whose names do not appear in the final select list cannot claim admission for the next batch. These candidates will have to undergo the selection procedure afresh provided that they meet the eligibility criteria for the fresh batch.
- (r) Call letter for Final Medical Examination for Enrolment in the Coast Guard will be forwarded only to initially medically qualified candidates in the select list. Such candidates will be required to reach the training establishment at their own expenses. Unsuccessful candidates will not be intimated separately.
- (s) **No enquiry will be entertained regarding Recruitment/Enrolment after a period of six months.**

13. **Travel Expenses.** SC/ST candidates, who are not employed by the Central/State Government, will be reimbursed ordinary IInd class fare by train/ Govt. bus/steamer charges as per central government regulations by the shortest route if the home station is beyond 30 kms from the place of testing, on production of original tickets.

14. **Disclaimer.** The terms and condition given in this advertisement are subject to change and should, therefore, be treated as guidelines only. Details are also available on Indian Coast Guard website www.joinindiancoastguard.gov.in

** Candidates to see Coast Guard Recruitment Website for update. This is an indicative advertisement only.*

CAUTION: SELECTION IN INDIAN COAST GUARD IS FAIR AND ON MERIT BASIS. CANDIDATE SHOULD NOT FALL PREY TO UNSCRUPULOUS PERSONS POSING AS RECRUITMENT AGENTS. FOR COMPLAINT AGAINST SUCH PERSONS / AGENTS, CANDIDATE MUST APPROACH THE DIRECTOR (RECRUITMENT) COAST GUARD HEADQUARTERS, RECRUITMENT CENTER, NOIDA ON TELEPHONE – 0120-2975817

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