

OFFICE OF THE CANTONMENT BOARD BELGAUM
EMPLOYMENT NOTICE

Applications from eligible candidates are hereby invited for the recruitment of following posts in the Cantonment Board Belgaum. The application format, terms and conditions can be obtained from the office website: <https://belgaum.cantt.gov.in/recruitment> or Office Notice Board. The Last date of Receipt of application is on **07-03-2022**.

Post Name	No. of Posts	Category	Upper Age limit as on 07.03.2022	Minimum Educational / Technical Qualification	Pay Scale in Rs.
Stenographer	01	UR	25 years	PUC 2 nd Year (Senior Secondary) Pass and Senior Typewriting (45 wpm) and Senior Shorthand (120 wpm) Examination in English conducted by the State Board. OR 10 th Standard Pass and 3 years of Diploma course in Commercial Practice (English).	27650-52650

TERMS & CONDITIONS:

- Last date of Receipt of application: 07-03-2022.**
- Application complete in all respect, as per prescribed format given here-in-after and addressed to the **Chief Executive Officer, Cantonment Board, BC No.41, Khanapur Road, Camp, Belagavi-590001 (Karnataka State) by Registered / Speed Post.** Postal delay will not be accepted.
- Upper age limit is applicable as on the last date of receipt of application and **the lower age limit is 21 years.**
- Persons with disabilities shall attach proof of disability (certificate from recognized authority). The upper age limit prescribed will be relaxed for Persons with disability category as per existing rules.
- The candidates shall be held responsible for correctness of all information given by him/her and in case of any information / documents found to be incorrect at a later stage, action shall be taken against the candidates including dismissal from service & also filing legal proceedings as per prevailing law.
- No request for change of any entries or part, originally indicated in the application form shall be entertained.
- Applicant should enclose **(i)** self attested photocopies of certificates of proof of age, caste, qualification, experience if any **(ii)** two latest passport size photographs (one photo to be pasted on the application and other to be attached with the application indicated his/her name on back side). **(iii)** Self addressed postcard & envelope. **The candidates should mention post name on the envelope.**
- All the service rules applicable to Cantonment Fund Servants under the provisions of Cantonment Board Employees Service Rules, 2021 as amended from time to time and Govt. instructions issued from time to time shall apply.
- The examination pattern will be mentioned in the Hall Ticket, which will be issued to the eligible candidates after scrutiny of received applications.
- No correspondence in regard to the appointment will be entertained and no representation on any ground for non appearance for the exam etc., by the candidates will be entertained and his / her candidature will not be considered in such an eventuality. Canvassing in any form for appointment will be treated as disqualification.
- Persons already employed should sent applications through proper channel. Age relaxation applicable as per Govt. rules.

12. The candidate should not have been convicted by any Court of Law and any dispute relating to above Employment Notification should be dealt within Belgaum Jurisdiction.
13. Application should accompany a **Demand Draft of Rs.500/-** as a processing fee drawn in favour of the “**Chief Executive Officer, Cantonment Board, Belgaum**”, payable at Belgaum from Nationalised Bank only which is not refundable. **The Persons with disability Category are exempted from paying the processing fee.**
14. **Incomplete / unsigned / without Demand Draft (DD) / late received applications shall be summarily rejected and DD will not be returned/refunded. Similarly, submitted applications alongwith documents will not be returned.**
15. The Chief Executive Officer reserves the right to conduct recruitment process in full or part without assigning any reason whatsoever and decision of appointing authority would be final, with regard to all matters connected with the recruitment.
16. TA/DA will not be admissible for attending test and selected candidates will have to make their own arrangement of stay at Belgaum, if required.

No.13/ADM/67/1342
Office of the Cantonment Board,
Belgaum-590001, dt. 27th Jan 2022

Sd/-
Chief Executive Officer
Cantonment Board, Belgaum

Cantt. Board Belgaum

**APPLICATION FOR THE POST OF STENOGRAPHER (UR)
CANTONMENT BOARD, BELGAUM**

To,

The Chief Executive Officer,
Cantonment Board, BC No.41,
Khanapur Road, Camp,
Belagavi – 590 001 (Karnataka).

Affix recent
passport size
photograph.

1. Name of the applicant in full (in block letters)
2. Father's / Husband's Name
3. Date of Birth (DD/MM/YYYY)
4. Age as on **07-03-2022** Years: Months: Days:
5. Gender
6. Nationality
7. Present Address for communication (in block letters with pin code)
8. Experience (if any)
9. **Educational qualification:**

Examination passed	Year of passing	% of marks	Name of School/Board

10. Processing Fees: Bank Draft No. Date..... Amount: **Rs.500/-**
Name of Bank(Pl. write your name and address on the backside of the DD)

DECLARATION

I hereby declare that, above statements are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or being not eligible in terms of eligibility criteria, my candidature & appointment is liable to be cancelled without any notice at any stage.

Place:

Signature of the Applicant