



GOVERNMENT OF INDIA
MINISTRY OF DEFENCE

INDIAN NAVY

INDIAN NAVY CIVILIAN ENTRANCE TEST INCET-01/2025

RECRUITMENT OF NAVAL CIVILIAN STAFF

1. Indian Navy invites applications from eligible candidates to apply ON-LINE through website www.joinindiannavy.gov.in for various Group 'B' (NG) and Group 'C' posts at various Commands (application in other forms of mailing will not be accepted). Selected candidates normally will have to serve in the Units under administrative control of respective Commands, however they can be posted anywhere in India, in Naval units / formations as per administrative requirement. Details of the posts are as follows:-
(ONLY ON-LINE APPLICATION WILL BE ACCEPTED)

STAFF NURSE
General Central Service, Group B, Non-Gazetted, Non-Ministerial,
Non-Industrial
(Pay Band as per 7th CPC, Level 7- Rs.44900-142400)

Command	Distribution of Vacancies* (Subject to Variation)						Horizontal Reservation PwBDs\$
	UR	SC	ST	OBC	EWS	Total	
Western Naval Command	01	--	--	--	--	01	--

Table-A

CHARGEMAN (NAVAL AVIATION)
General Central Service, Group B, Non-Gazetted, Non-Ministerial,
Non-Industrial
(Pay Band as per 7th CPC, Level 6- Rs.35400-112400)

Command	Distribution of Vacancies* (Subject to Variation)						Horizontal Reservation PwBDs\$
	UR	SC	ST	OBC	EWS	Total	
Southern Naval Command	01	--	--	--	--	01	--

Table-B

General Central Service, Group B, Non-Gazetted, Non-Ministerial
(Pay Band as per 7th CPC, Level 6- Rs.35400-112400)

Name of the Post	Distribution of Vacancies* (Subject to Variation)						Horizontal Reservation PwBDs\$
	UR	SC	ST	OBC	EWS	Total	
Chargeman (Ammunition Workshop)	04	01	01	01	01	08	01 (VH)
Chargeman (Mechanic)	21	05	03	16	04	49	02 (OH)
Chargeman (Ammunition and Explosive)	23	03	05	08	14	53	06 (OH)

Table-C

CHARGEMAN (ELECTRICAL)
General Central Service, Group B, Non-Gazetted, Non-Ministerial,
Non-Industrial
(Pay Band as per 7th CPC, Level 6- Rs.35400-112400)

Command	Distribution of Vacancies* (Subject to Variation)						Horizontal Reservation PwBDs\$
	UR	SC	ST	OBC	EWS	Total	
Western Naval Command	10	--	--	04	--	14	01 (OH)
Eastern Naval Command	02	01	--	01	01	05	01 (VH)
Total	12	01	--	05	01	19	02 (OH-01, VH-01)

Table-D

CHARGEMAN (ELECTRONICS AND GYRO)
General Central Service, Group B, Non-Gazetted, Non-Ministerial,
Non-Industrial
(Pay Band as per 7th CPC, Level 6- Rs.35400-112400)

Command	Distribution of Vacancies* (Subject to Variation)						Horizontal Reservation PwBDs\$
	UR	SC	ST	OBC	EWS	Total	
Western Naval Command	02	01	01	--	--	04	--

Eastern Naval Command	01	--	--	--	--	01	--
Total	03	01	01	--	--	05	--

Table-E

CHARGEMAN (WEAPON ELECTRONICS)
General Central Service, Group B, Non-Gazetted, Non-Ministerial,
Non-Industrial
(Pay Band as per 7th CPC, Level 6- Rs.35400-112400)

Command	Distribution of Vacancies* (Subject to Variation)						Horizontal Reservation PwBDs\$
	UR	SC	ST	OBC	EWS	Total	
Western Naval Command	03	--	--	01	--	04	--
Eastern Naval Command	01	--	--	--	--	01	--
Total	04	--	--	01	--	05	--

Table-F

CHARGEMAN (INSTRUMENT)
General Central Service, Group B, Non-Gazetted, Non-Ministerial,
Non-Industrial
(Pay Band as per 7th CPC, Level 6- Rs.35400-112400)

Command	Distribution of Vacancies* (Subject to Variation)						Horizontal Reservation PwBDs\$
	UR	SC	ST	OBC	EWS	Total	
Western Naval Command	01	--	--	--	--	01	--
Eastern Naval Command	01	--	--	--	--	01	--
Total	02	--	--	--	--	02	--

Table-G

CHARGEMAN (MECHANICAL)
General Central Service, Group B, Non-Gazetted, Non-Ministerial,
Non-Industrial
(Pay Band as per 7th CPC, Level 6- Rs.35400-112400)

Command	Distribution of Vacancies* (Subject to Variation)						Horizontal Reservation PwBDs\$
	UR	SC	ST	OBC	EWS	Total	
Western Naval Command	04	01	01	01	--	07	01 (OH)
Eastern Naval Command	01	01	--	01	01	04	--
Total	05	02	01	02	01	11	01(OH)

Table-H

CHARGEMAN (HEAT ENGINE)
General Central Service, Group B, Non-Gazetted, Non-Ministerial,
Non-Industrial
(Pay Band as per 7th CPC, Level 6- Rs.35400-112400)

Command	Distribution of Vacancies* (Subject to Variation)						Horizontal Reservation PwBDs\$
	UR	SC	ST	OBC	EWS	Total	
Western Naval Command	03	01	01	--	--	05	--
Eastern Naval Command	01	--	--	--	01	02	--
Total	04	01	01	--	01	07	--

Continued on page 34

CHARGE MAN (MECHANICAL SYSTEMS)										
General Central Service, Group B, Non-Gazetted, Non-Ministerial, Non-Industrial (Pay Band as per 7th CPC, Level 6- Rs. 35400-112400)										
Distribution of Vacancies* (Subject to Variation)										
UR	SC	ST	OC	EWS	Total	Horizontal Reservation PwBDs\$				
01	-	-	-	01	01	03	-			
01	-	-	-	-	-	01	-			
02	-	-	-	-	-	01	-			
01	-	-	-	-	-	01	-			
02	-	-	-	-	-	01	-			
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01	-	-	-	-	-	01	-			
02	-	-	-	-	-	01	-			

Table-AE									
General Central Service, Group 'C', Non-Gazetted, Non-Industrial (Pay Band as per 7th CPC, Level 1-Rs.18000-56900)									
Command	Distribution of Vacancies* (Subject to Variation)					Horizontal Reservation			
	UR	SC	ST	OC	EWS	Total	ESM	PwBDs	
Eastern Naval Command	01	-	-	-	-	01	-	-	-
Table-AF									
LADY HEALTH VISITOR General Central Service, Group 'C', Non-Gazetted, Non-Industrial (Pay Band as per 7th CPC, Level 1-Rs.18000-56900)									
Command	Distribution of Vacancies* (Subject to Variation)					Horizontal Reservation			
	UR	SC	ST	OC	EWS	Total	ESM	PwBDs	
Western Naval Command	01	-	-	-	-	01	-	-	-
Table-AG									
MULTI TASKING STAFF (MINISTERIAL) General Central Service, Group 'C', Non-Gazetted, Ministerial, Non-Industrial (Pay Band as per 7th CPC, Level 1-Rs.18000-56900)									
Command	Distribution of Vacancies* (Subject to Variation)					Horizontal Reservation			
	UR	SC	ST	OC	EWS	Total	ESM	PwBDs	
Western Naval Command	11	06	03	-	02	22	02	01 (HH)	
Eastern Naval Command	54	02	-	09	07	72	07	03 (VH-01, HH-01, OH-01)	
Total	65	08	03	09	09	94	09	04 (VH-01, HH-02, OH-01)	
Table-AH									
MULTI TASKING STAFF (NON-INDUSTRIAL) WARD SAHAIKA General Central Service, Group 'C', Non-Gazetted, Non-Industrial (Pay Band as per 7th CPC, Level 1-Rs.18000-56900)									
Command	Distribution of Vacancies* (Subject to Variation)					Horizontal Reservation			
	UR	SC	ST	OC	EWS	Total	ESM	PwBDs	
Western Naval Command	32	12	05	18	07	74	07	03 (VH-01, HH-01, OH-01)	
Eastern Naval Command	02	-	-	-	-	02	-	-	
Southern Naval Command	02	01	-	01	-	04	-	-	
Andaman & Nicobar Command	01	-	-	-	-	01	-	-	
Total	37	13	05	19	07	81	07	03 (VH-01, HH-01, OH-01)	
Table-AJ									
MULTI TASKING STAFF (NON-INDUSTRIAL) DRESSER General Central Service, Group 'C', Non-Gazetted, Non-Industrial (Pay Band as per 7th CPC, Level 1-Rs.18000-56900)									
Command	Distribution of Vacancies* (Subject to Variation)					Horizontal Reservation			
	UR	SC	ST	OC	EWS	Total	ESM	PwBDs	
Western Naval Command	01	-	-	-	-	01	-	-	
Southern Naval Command	01	-	-	-	-	01	-	-	
Total	02	-	-	-	-	02	-	-	

Table-AK									
MULTI TASKING STAFF (NON-INDUSTRIAL) DHOBI General Central Service, Group 'C', Non-Gazetted, Non-Industrial (Pay Band as per 7th CPC, Level 1-Rs.18000-56900)									
Command	Distribution of Vacancies* (Subject to Variation)					Horizontal Reservation			
	UR	SC	ST	OC	EWS	Total	ESM	PwBDs	
Western Naval Command	02	01	-	-	01	04	-	-	
Table-AL									
MULTI TASKING STAFF (NON-INDUSTRIAL) MALI General Central Service, Group 'C', Non-Gazetted, Non-Industrial (Pay Band as per 7th CPC, Level 1-Rs.18000-56900)									
Command	Distribution of Vacancies* (Subject to Variation)					Horizontal Reservation			
	UR	SC	ST	OC	EWS	Total	ESM	PwBDs	
Eastern Naval Command	05	-	-	01	-	06	-	-	
Table-AM									
MULTI TASKING STAFF (NON-INDUSTRIAL) BARBER General Central Service, Group 'C', Non-Gazetted, Non-Industrial (Pay Band as per 7th CPC, Level 1-Rs.18000-56900)									
Command	Distribution of Vacancies* (Subject to Variation)					Horizontal Reservation			
	UR	SC	ST	OC	EWS	Total	ESM	PwBDs	
Eastern Naval Command	03	-	-	01	-	04	-	-	
Table-AN									
DRAUGHTSMAN (CONSTRUCTION) General Central Service, Group 'C', Non-Gazetted, Non-Ministerial (Pay Band as per Seventh CPC, Level 4-Rs.25500-31100)									
Name of the Post	Distribution of Vacancies* (Subject to Variation)					Horizontal Reservation			
	UR	SC	ST	OC	EWS	Total	ESM	PwBDs	
Drugs/ Human (Construction)	01	01	-	-	-	02	-	-	

*Includes Backlog Vacancies, if any

\$S\$Suitability for Persons with Benchmark Disabilities. As identified by Ministry of Social Justice & Empowerment, Government of India, dated 04 Jan 21 and dated 24 Aug 22. Candidates belonging to the following medical categories as indicated against each post may apply accordingly:-

Name of the Post	Categories of disabled suitable for the Job	Physical Requirement
Staff Nurse	(i) LV (ii) OL, CP, LC, Dn, AAV (iii) SLD, MI (iv) MD involving (i) to (iii) above	S, ST, W, MF, RW, SE, H, C
Chargeman (Naval Aviation)	(i) B, LV, (ii) D, HH (iii) OA, BA, OL, BL, OAL, CP (iv) CA, AAV, SD, SI without neurological dysfunction (v) ASD, SLD, SI (Workshop)	S, ST, W, BN, RW, SE, H, C, MF
Chargeman (Ammunition Workshop)	(i) MD involving (i) to (iv) above	S, ST, W, MF, RW, SE, H
Chargeman (Mechanic)	(i) B, LV, (ii) D, HH (iii) OA, BA, OL, CP, Dn, AAV, SD/ SI with neurological limb dysfunction	S, ST, W, BN, RW, SE, H, C, MF
Chargeman (Ammunition Explosive)	(i) ASD (MI), SLD, MI (iv) MD involving (i) to (iv) above	
Chargeman (Electrical)	(i) B, LV (ii) D, HH	
Chargeman (Electronics and Gyro)	(iii) OA, BA, OL, BL, OAL, CP, LC, Dn, AAV, SD, SI without neurological limb dysfunction	
Chargeman (Weapon Electronics)	(iv) ASD (MI, MOD), SLD, ID, MI	
Chargeman (Instrument)	(v) MD involving (i) to (iv) above	
Chargeman (Mechanical)		
Chargeman (Heat Engine)		
Chargeman (Mechanical Systems)		

Continued on page 37

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Continued on page 38

S.No.	Name of the Post	Qualification
(a)	Assistant Artist Reloucher	Essential (i) Matriculation or equivalent. (ii) Diploma or Certificate in Commercial Art, Printing Technology, Lithography or Libro Art Work awarded after at least 2 years course or training from a recognised Institute. (iii) 02 years' experience as a Reloucher in Military Survey, Survey of India or other Photo-Litho establishment of repute (for ex-Servicemen only).
(b)	Pharmacist	Essential (i) 12th class pass with Science subjects (Physics, Chemistry and Biology) from a recognised Board. (ii) Diploma in Pharmacy from a recognised Institute. (iii) Registered as Pharmacist under the Pharmacy Act, 1948 (8 of 1948); (iv) Two years experience as Pharmacist in any recognised hospital or pharmacy after duly registered as Pharmacist under the Pharmacy Act, 1948 (8 of 1948); and (v) The candidate shall have working knowledge of computer.
(c)	Camerman	Essential (i) Matriculation or equivalent. (ii) Diploma or certificate in Printing Technology awarded after at least two years course or training from a recognised Institute. (iii) 5 years' experience of operating process cameras. Or 10 years experience as a Camerman or Photographer in Military Survey, Survey of India or other photo-litho establishment of repute (for ex-Servicemen only).
(d)	Store Superintendent (Armament)	Essential (i) Degree in Science with Physics or Chemistry or Mathematics from a recognised University with basic computer knowledge on database management with one year experience in stores work in Government Department or Public Sector Undertaking or in a reputed firm. Or (ii) 10-12 in Science or Commerce with five years experience in stores' work in a Government Department or Public Sector Undertaking or in a reputed workshop.
(e)	Fire Engine Driver	Essential (i) 12th class pass from a recognised Board. (ii) Must possess Heavy Motor Vehicle license from recognised authority; and (iii) Physical Standards. Must be physically fit and capable of performing strenuous duties and must have passed the test specified below:- (iv) Height without shoes-165 centimeters provided that a concession 2.5 centimeters height shall be allowed for Scheduled Tribes. (v) Chest (normal)- 81.5 centimeters (vi) Chest (on expansion)- 85 centimeters (vii) Weight- 50 kilograms (minimum) (viii) Eye sight -66 without any correction (normal vision) Endurance Test. (i) Carrying a person (freeman lift of 63.5 kilograms to a distance of 183 meters within 96 seconds); (ii) Clearing 2.7 meters wide ditch landing on both feet (long jump); and (iii) Climbing 3 meters vertical rope using hand and feet.
(f)	Chargeman (Electronics and Gyro) (Weapon Electronics)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Electronics/ Electronics & Instrumentation/ Electronics/ Electronics & Instrumentation/ Telecommunication/ Instrumentation/ Instrumentation & Control Communication Engineering recognised by University or Board.
(g)	Chargeman (Instrument)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Electronics/ Electronics & Instrumentation/ Instrumentation/ Instrumentation & Control Engineering recognised by University or Board.
(h)	Chargeman (Mechanical)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering recognised by University or Board.
(i)	Chargeman (Heat Engine)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering recognised by University or Board.
(j)	Chargeman (Mechanical Systems)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering recognised by University or Board.
(k)	Chargeman (Metal)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering recognised by University or Board.
(l)	Chargeman (Ship Building)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering recognised by University or Board.
(m)	Chargeman (Auxiliary)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering recognised by University or Board.
(n)	Chargeman (Ref & AC)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering/ Refrigeration & Air Conditioning recognised by University or Board.
(o)	Chargeman (Mechatronics)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechatronics Engineering recognised by University or Board.
(p)	Chargeman (Civil Works)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Civil Engineering recognised by University or Board.
(q)	Chargeman (Machine)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering recognised by University or Board.
(r)	Chargeman (Planning, Production and Control)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Electrical/ Electronics/ Electronics & Instrumentation/ Electronics & Communication/ Electronics & Telecommunication/ Instrumentation/ Instrumentation & Control/ Communication/ Garment Fabrication/ Paint Technology/ Automobile Refrigeration & Air Conditioning/ Mechanical Civil Engineering recognised by University or Board.

Continued on page 39

S.No.	Name of the Post	Qualification
(a)	Assistant Artist Reloucher	Essential (i) Matriculation or equivalent. (ii) Diploma or Certificate in Commercial Art, Printing Technology, Lithography or Libro Art Work awarded after at least 2 years course or training from a recognised Institute. (iii) 02 years' experience as a Reloucher in Military Survey, Survey of India or other Photo-Litho establishment of repute (for ex-Servicemen only).
(b)	Pharmacist	Essential (i) 12th class pass with Science subjects (Physics, Chemistry and Biology) from a recognised Board. (ii) Diploma in Pharmacy from a recognised Institute. (iii) Registered as Pharmacist under the Pharmacy Act, 1948 (8 of 1948); (iv) Two years experience as Pharmacist in any recognised hospital or pharmacy after duly registered as Pharmacist under the Pharmacy Act, 1948 (8 of 1948); and (v) The candidate shall have working knowledge of computer.
(c)	Camerman	Essential (i) Matriculation or equivalent. (ii) Diploma or certificate in Printing Technology awarded after at least two years course or training from a recognised Institute. (iii) 5 years' experience of operating process cameras. Or 10 years experience as a Camerman or Photographer in Military Survey, Survey of India or other photo-litho establishment of repute (for ex-Servicemen only).
(d)	Store Superintendent (Armament)	Essential (i) Degree in Science with Physics or Chemistry or Mathematics from a recognised University with basic computer knowledge on database management with one year experience in stores work in Government Department or Public Sector Undertaking or in a reputed firm. Or (ii) 10-12 in Science or Commerce with five years experience in stores' work in a Government Department or Public Sector Undertaking or in a reputed workshop.
(e)	Fire Engine Driver	Essential (i) 12th class pass from a recognised Board. (ii) Must possess Heavy Motor Vehicle license from recognised authority; and (iii) Physical Standards. Must be physically fit and capable of performing strenuous duties and must have passed the test specified below:- (iv) Height without shoes-165 centimeters provided that a concession 2.5 centimeters height shall be allowed for Scheduled Tribes. (v) Chest (normal)- 81.5 centimeters (vi) Chest (on expansion)- 85 centimeters (vii) Weight- 50 kilograms (minimum) (viii) Eye sight -66 without any correction (normal vision) Endurance Test. (i) Carrying a person (freeman lift of 63.5 kilograms to a distance of 183 meters within 96 seconds); (ii) Clearing 2.7 meters wide ditch landing on both feet (long jump); and (iii) Climbing 3 meters vertical rope using hand and feet.
(f)	Chargeman (Electronics and Gyro) (Weapon Electronics)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Electronics/ Electronics & Instrumentation/ Electronics/ Electronics & Instrumentation/ Telecommunication/ Instrumentation/ Instrumentation & Control Communication Engineering recognised by University or Board.
(g)	Chargeman (Instrument)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Electronics/ Electronics & Instrumentation/ Instrumentation/ Instrumentation & Control Engineering recognised by University or Board.
(h)	Chargeman (Mechanical)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering recognised by University or Board.
(i)	Chargeman (Heat Engine)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering recognised by University or Board.
(j)	Chargeman (Mechanical Systems)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering recognised by University or Board.
(k)	Chargeman (Metal)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering recognised by University or Board.
(l)	Chargeman (Ship Building)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering recognised by University or Board.
(m)	Chargeman (Auxiliary)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering recognised by University or Board.
(n)	Chargeman (Ref & AC)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering/ Refrigeration & Air Conditioning recognised by University or Board.
(o)	Chargeman (Mechatronics)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechatronics Engineering recognised by University or Board.
(p)	Chargeman (Civil Works)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Civil Engineering recognised by University or Board.
(q)	Chargeman (Machine)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Mechanical Engineering recognised by University or Board.
(r)	Chargeman (Planning, Production and Control)	Essential Degree in Science with Physics or Chemistry or Mathematics from a recognised University. Or Diploma in Electrical/ Electronics/ Electronics & Instrumentation/ Electronics & Communication/ Electronics & Telecommunication/ Instrumentation/ Instrumentation & Control/ Communication/ Garment Fabrication/ Paint Technology/ Automobile Refrigeration & Air Conditioning/ Mechanical Civil Engineering recognised by University or Board.

Continued on page 40

(sr)	Essential
(i)	Draughtsman (Construction)
(ii)	Certificate in Draughtsmanship (Mechanical or Civil) from Industrial Training Institute, recognised by National Council of Vocational Training or Ex-Naval apprentices trained in Mechanical or Civil Engineering
(iii)	Certificate in Automated Computer Aided Design
(iv)	Desirable
(v)	One year experience in Mechanical or Civil engineering in Government or statutory or autonomous organisation, public sector undertaking or University or private organisation of repute.

6. **Nature of Duties/Job Profile.** Indicative duties and responsibilities of the above mentioned posts are listed as follows:-

- (a) **Staff Nurse.**
- As a First Aid and responsible person in the absence of a doctor. Proper maintenance of the case file the case has been shown to the Doctor.
 - Recording of pulse, temperature, blood pressure and certain other vital signs before showing to doctor.
 - Attending the detained bed cases - Maintaining intake and output chart of bed cases.
 - Sponge bath to the case of Hypertension.
 - Maintenance of the central Dressing Room.
 - Maintenance of the Minor operation Theater
 - Management of Post-operative cases.
 - Pre-operative preparation and management of major and minor preparation and supervision on surgical gauge preparation before sending to auto cleaning.
 - Maintenance of the Electro Medical equipment.
 - Ambulation of the serious case to the nearest civil hospital.
 - Manning the various First aid posts during the time of busy working hours.
 - Medical Assistant during sick report.

- (b) **Charwoman (Naval Aviation).**
- Efficient running and maintenance of the section assigned, supervision of personnel working in the section, monitor progress of day to day work, scrutiny of job cards, custodian of equipment/ furniture, maintenance of Aircraft service records documentation and other jobs pertaining to the section. Questions are designed to test the candidates' general awareness of the environment and its application to the society.
 - Knowledge and work experience in Hydraulic/ pneumatic systems and their advantages, disadvantages, precautions while charging air, hydraulic fluid, oxygen system functional checks on HP systems. Periodic calibration of gauges and equipment.
 - Handling of armament, ejection seats, jetison handles. Gun alignment, types of carriers and precautions while working on these systems and towing/jacking up of aircraft.
 - Basic knowledge and work experience in Electrical/electronic systems used in aircraft and their working principles, aircraft instrument-working principle, gyroscopic instruments, autopilots.
 - Theoretical knowledge and experience of working principle of Piston engines, gas turbine engines, their components characteristic, performance curves, servicing, repair, overhaul and concept of engine testing and Removal installation procedure.
 - Processing of components - cleaning, sandblasting, various coating, different NDT technique (DPT, Eddy current, Ultrasonic, MPT and radiography techniques) and their applicability and Rotor balancing-Dynamic and static Blade tip grinding.
 - Knowledge in Principal of aerodynamic & concept of aero foil structures and all relevant theories/concepts pertaining to aircraft/light. Identifying identification of different type of machine/ hand tools, precision measuring instruments and their calibration. Knowledge on Tool control procedures/safety precautions in workshop/ various Fire safety measures.
 - Charwoman (Armament Workshop). Responsible to his immediate superior for the discipline of the employees under his control and for the safe, correct, expeditious performance of all work done in his/her section/Armament Workshop, responsible to exercise economy in use of manpower and material to perform work in his/her section as per approved procedures/drawings/specification etc. without interruptions by ensuring adequate supplies of stores, tools etc. responsible for issue/ receipt, repair, maintenance, Annual Inspection, Proof, Demolition etc. of stores under his control.

- (c) **Charwoman (Mechanics).** Provide QA/Inspection cover for various Naval Armament (NA) stores under the purview of DGNAI during their design/ production/

- proof/ maintenance/ storage/ disposal at various NAI units at Depots/ Ordnance Factories/ DRDO labs/ Naval Military Establishments. Maintain technical records of all QA/ Inspection activities undertaken during production, maintenance and preparation of NA stores. Undertake tests utilizing various facilities available in-house towards QA/ Inspection of NA stores. Assist in analysis and investigation of various defects observed during production/ maintenance, preparation and exploitation of NA stores. Ensure safe custody and serviceability of gauges and equipment used for QA/ Inspection. The functional duties would involve handling of explosives and ordnance, sailing onboard Indian Navy platforms for trials & frings.

- (d) **Charwoman (Electrical/ Electronic and Gun/ Weapon Electronics/ Instrument Mechanical/ Heat Engine/ Mechanical Systems/ Metal Ship Building/ Millwright/ Auxiliary/ Ref & A/C/ Mechanical/ Civil Works/ Machine Planning/ Production & Control).** Under general supervision of Officers and Shop Foreman, the Charwoman, in the respective trade, is required to undertake repairs and refit of ships and submarines equipment and structure both onboard and in the shop floor. He/ She has to maintain plant and machinery at the shop floor. He/ She has to supervise and manage his/her team and complete the given task in the stipulated time with required quality. Whenever necessary, he/ she has to undertake the independent also. He/ She has to take care of safety of his/ her workforce under him/ her and machines while working onboard ship/ shop floor/ hazardous areas and also to provide/ manage all the accessories/ machines etc. to complete the task in time. The nature of duties specified is not all encompassing and is only indicative.

- (e) **Assistant Radiator.**
- Preparation of chemicals for CTP Processing Unit.
 - Maintenance of the Filter and Gum Rollers on a weekly basis.
 - Operating, handling and maintenance of Pneumatic Plate Punching machine.
 - Raster image processing using Acopier Reader of 4 geometric colour separation Loading of Plates in CTP Plate Sitter and place the exposed plate in automatic plate processor to develop image.
 - Regular maintenance of Plate Sitter, Plate Processor and large format Proof Printer.
 - Maintain the stock of consumables and non-consumable items of CTP.
 - Any other miscellaneous work as assigned by the superior authority.

- (f) **Pharmacist.**
- Storing medicine, Distribution and issue medicine.
 - Maintaining records, making indent.
 - Any other work assigned by the superior authority.

- (g) **Cameraman.**
- He is in-charge of Camera section comprising of Camera units and Photo typesetting unit.
 - He should be able to operate process as well as digital cameras.
 - He is to be conversant in photography as well as in photo studio.
 - He will assisted by Dark Room Assistant.
 - He is also responsible for the proper used plate storage under the supervision of CTP in-charge and is also in-charge of Repository compartment.
 - Store Superintendent (Armament).
 - Inspection of stores.
 - Selection of stocks.
 - Movement of stores.
 - Supervision of labour, handling of stores, packing, labelling addressing, loading/unloading.
 - Verification of stocks/periodical inspection.
 - Supervision work done by Store Keeper.
 - Any other duty assigned by superior authorities from time to time.

- (h) **Fire Engine Driver.** Drives the Fire Engine to the emergency scene/ location. Manoeuvres apparatus into position. Connects Hose line and operates pump panel to supply water pressure. Determines if additional water supply lines are

- needed. Obtain line from other engine source, calculate water use and monitor for water availability. Replace nozzles and master stream tips. Performs tandem hookup procedures at hydrants. Obtain secondary water supplies, pumps foam, assists in changing air bottles. Clean, fill and replace air bottles and masks. Makes routine repairs to and maintenance apparatus and emergency equipment. Drive fire truck and operates the motor of the vehicle. Work with crew to participate rescue operations. Provides emergency medical services and perform other related duties as required.

- (i) **Fireman.** Primary duties of Fireman include saving lives and upkeep & maintenance of firefighting equipment. At a moment's notice, a fireman must be ready to perform functions such as rescue people or animals from burning or collapsed buildings, fighting fires and providing emergency medical assistance.

- (j) **Storekeeper/Storekeeper (Armament).** Inspection/ Selection of Stocks, Movement of stores from one location to other, Supervision of Labour handling stores, packing, labelling, addressing, loading, unloading, verification of stocks, periodical inspection, preservation of stores. Any other duties assigned by Superior Authority.

- (k) **Civilian Motor Driver Ordinary Grade.**
- Driving of Heavy/Light Motor Vehicles
 - Replacement of fuel oil and water
 - Cleanliness of Vehicles.
 - Inspection for defects and deficiencies
 - Lubrication and minor adjustment
 - Reporting defects beyond his capacity to repair

- (l) **Tradesman Male.**
- Working in production/ maintenance of Shop/Ship/ Submarine.
 - General cleanliness & upkeep of the Section/Unit.
 - Carrying of files and other papers within the Office area
 - Photocopying, sending/receiving of FAX, letters etc.
 - Other non-technical work in the Section/Unit.
 - Assisting in routine office work like diary, dispatch etc including on computer.
 - Delivering of Dik (inside & outside the Section/Unit)
 - Watch & ward duties.
 - Opening and closing duties
 - Cleaning of building, fixture etc.
 - Dusting of furniture etc.
 - Upkeep of parks, lawns, potted plants etc.
 - Any other work assigned by superior authority

- (m) **Pest Control Worker.**
- Taking anti-mosquito measure, anti-flea measures, anti-rodent and anti-pest measures in accordance with instructions of higher authorities
 - Control of various pests of Public Health importance by use of insecticide spray with different types of sprayers in use or as is periodically introduced in service from time to time
 - Regular cleaning and maintenance of all spraying equipments.
 - Application and preparation of various formulation of disinfectants/ insecticides under instructions and directions of supervisory staff
 - All sanitary duties deemed essential for the preservation of health of Naval personnel and their families/ Naval employees may be ordered by the supervisory staff
 - Collection of anti-malaria oil, kerosene oil and other stores from depot. Its storage and day to day issue
 - Elimination of breeding places of mosquitoes and flies by source reduction and by minor engineering methods such as filling, leveling canalization, straight edging, dewater etc.
 - Carry out all duties connected with the setting up, shifting of any static/ roving health exhibitions as will be required from time to time
 - Any other duty considered essential in the interest of health, sanitation to be done according to the directions of supervisors.

- (n) **Bandari.**
- Prepare meals onboard Boat/ Craft/ Vessel.
 - Prepare snacks and Tea/ Lime Juice onboard craft vessel for crew.
 - Collection of ration (sugar, Tea leaves, milk, lemon etc) from place of issue.
 - Custody and safekeeping of items, equipment and property issued and used for cooking.
 - Maintain hygiene and cleanliness in and around his working area.
 - Provide general help to the Deck crew working under Master of the vessel/ craft.
 - Report defects in gallery and coordinate its rectification.

- (o) **Lady Health Visitor.** Renders health care at private residences and at health centres. Visits private residences in her jurisdiction to render antenatal care and advice to expectant mothers/ Makes arrangements for their confinement and renders post-natal care. Renders health care to mothers, children and expectant mothers in health centres by performing variety of duties like administering stock medicines, weighing babies, distributing milk and tonics, ensuring vaccination and inoculation etc.

- (p) **Multi Tasking Staff (Ministerial).**
- Physical Maintenance of records of the Section
 - General cleanliness & upkeep of the Section/ Unit.
 - Carrying of files & other papers within the building.
 - Photocopying, sending of FAX etc.
 - Other non-technical work in the Section/ Unit
 - Assisting in routine office work like diary, dispatch etc., including on computer
 - Delivering of Dik (outside the building).
 - Watch & Ward duties.
 - Opening & Closing of room.
 - Cleaning of rooms.
 - Dusting of furniture etc.
 - Cleaning of building, fixtures etc.
 - Work related to his ITI qualifications, if it exists.
 - Driving of vehicles, if in possession of valid driving license.
 - Upkeep of parks, lawns, potted plants etc.
 - Any other work assigned by the superior authority.

- (q) **Multi Tasking Staff (Non-Industrial/ Ward Sahib).** Careful and humane treatment of delivery cases, carrying patients on wheeled chairs. Attendance on female patients and other ward and hospital duties as assigned by the Doctor/ nurse in charge etc. They are required to work on shift duties. Looking after the wards, maintain ward cleanliness and is to assist Para Medical Staff and patients. Any other duties assigned by Superior Authority.

- (r) **Multi Tasking Staff (Non-Industrial/ Dresser).** Dresses wounds, cuts, sores, boils etc and applies ointments, liniments and paints and give first aid in emergency cases. Cleans wounds, cuts, sores with antiseptic material and applies ointments, paints, gauze, lint or other sterile material as prescribed by Surgeon or under medical advice. Touches throat with throat paint, drops medicine in eyes, nose or ear. Bandage wounds and other affected part of body. May massage any part of body under guidance of doctor. May prepare patients for operations and give them pre-operative care.

- (s) **Multi Tasking Staff (Non-Industrial/ Dhoobi).** Washing and cleaning garments and other articles of washable fabrics and presses them. Any other duties assigned by Superior Authority.

- (t) **Multi Tasking Staff (Non-Industrial/ Mail).** Growing flowers, trees, shrubs, seedlings, vegetables etc. prepares soil and sows seeds, plants etc. water sea beds and growing plants and other gardening duties. Any other duties assigned by Superior Authority.

- (u) **Multi Tasking Staff (Non-Industrial/ Barber).** Cutting Trimming of Hair and Shaving. Any other duties assigned by Superior Authority.

- (v) **Draughtsman (Construction).** Preparation of drawings pertaining to Ship structure/ plant/ elevation & frame sections required to be used for layout drawings using AutoCAD. Equipment and layouts of Compartments drawings. Collection of technical data pertaining to equipment selected for fitment & maintaining of record workbook. Preparation of schematic/ sketch/ flow diagrams of ship system & fittings. To undertake all reproduction of drawings/ flow diagrams to be used during design.

- Note. The above list of duties are only illustrative and not exhaustive. Section/Department of the Indian Navy may add in the list, duties ordinarily performed by personnel at this level.

7. Age Relaxation and Cessat Dates.

S. No.	Category	Age relaxation permissible beyond the upper age limit for Group 'B' (NG) Post	Group 'C' Post
(i)	SC/ ST	03 Years	05 Years
(ii)	OBC	10 Years	03 Years
(iii)	PwBDs	10 Years, OBC-13 (10 + 03) Years, SC-ST-15 (10+05) Years	03 Years, SC-ST-15 (10+05) Years
(iv)	ESM	Period of Military Service plus 03 years	Period of Military Service plus 03 years

Continued on page 42

Continued on page 41

