

AOC RECORD
PIN-900453
C/o 56 APO

Application are invited for the post of **Senior Material Assistant (SMA)** in Army Ordnance Corps. The vacancies are to be filled up by **deputation including short term** contract. Eligible candidates may submit their application **through proper channel** alongwith copy of Experience Cert, Edu Qualification Cert, last 05 ACRs/APARs, and Integrity & Vigilance Cert to AOC Records within 60 days from the date of publication of advertisement in **Employment News**. The details of post are given below:-

Name of the post	No of vacancies and place of posting	Pay Matrix/Pay Band & Grade Pay (Pre-revised pay scale)	Qualification and experience
Senior Material Assistant (SMA)	188 Vacancies all over India	Level-6 in the pay matrix (Rs 35,400-1,12,100)	<p>(i) Master Degree with Economics or Commerce or Statistics or Business Studies or Public Administration from a recognized University or institute.</p> <p>(ii) One Year experience in handling Stores and keeping Accounts in a Store or in a concern of Central Government or States Governments or Statutory or autonomous organisation or Public Sector Undertaking or recognised University or any recognised institution or Banks or in a private sector organization listed on the stock exchanges in India.</p> <p style="text-align: center;">OR</p> <p>(i) Bachelor's Degree in economics or commerce or Statistics or Business Studies or Public Administration as a subject from recognized University or institute.</p> <p>(ii) Diploma in Materials Management or Warehousing Management or Purchasing or Logistics or Public Procurement from recognized University or institute.</p> <p>(iii) Two years experience in handling Stores and keeping Accounts in a store or a concern of Central government or States Governments or autonomous or statutory organization or Public Sector Undertaking or recognized University or Banks or in a private sector organization listed on the Stock exchanges or India.</p>

Note : Number of vacancies are subject to variation.

Dated :

(Sd/-x-x-x-x-x-x)

Name of the Organization
Address

File No :

Date :

Certificate by the Employer / Cadre Controlling Authority

1. The information / details provided by the applicant Shri/Smt/Km..... are true and correct as per the facts available on records. He/She possess educational qualifications and experience mentioned in the vacancy Circular.

2. Also certified that :

- (a) If selected, he/she will be relieved immediately.
- (b) There is no vigilance or disciplinary case pending/contemplated against the officer.
- (c) Integrity of the Officer is beyond doubt.
- (d) CR Dossier, ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- (e) No major/minor penalty has been imposed during the last 10 years or a list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).
- (f) His/her candidature will not be allowed to withdraw subsequently.

Countersigned

Employer / Cadre Controlling Authority with seal