

आयुध निर्माणी देहूरोड

म्यूनिशंस इंडिया लिमिटेड की इकाई

भारत सरकार का उद्यम

रक्षा मंत्रालय

पुणे, महाराष्ट्र – 412 101



Ordnance Factory Dehu Road

Unit of Munitions India Ltd.

Govt. of India Enterprises

Ministry of Defence

Pune, Maharashtra – 412 101

दूरभाष संख्या / Phone No. : 020-27167246, 98

फैक्स / Fax : 020-27671616, 3838

ई-मेल / e-mail : ofdrestt@ord.gov.in

ENGAGEMENT OF TENURE BASED DBW

Full Advertisement/Notification

(No. 1914/96/AOCP(50)/HRM/OFDR/2025)

Offline applications are invited from Ex-Apprentices of Attendant Operator-Chemical Plant (AOCP) trade who are Ex-apprentices of AOCP trade (NCTVT now NCVT) from Ordnance Factories OR having AOCP trade (NCTVT now NCVT) from Government/Private organization having affiliation from Government for filling up of vacancies of Tenure based DBW (**Danger Building Worker**) Personnel on **CONTRACT BASIS**, to work in Ordnance Factory Dehu Road, Pune (Maharashtra), a unit of Munitions India Limited, Government of India Enterprises, Ministry of Defence, initially for a period of '**ONE year which may be extended upto a maximum period of FOUR years from the date of engagement, including initial period, based on requirement of Ordnance Factory Dehu Road, Pune and individual's performance.**

Note : Application received through any other mode except **OFFLINE** mode will not be entertained.

2. Details of Post, Basic Pay & Vacancies are as follows:

Name of the post	Basic Pay	Skill Level	Total Vacancies - 50					
			UR	OBC	SC	ST	EWS	#Ex-SM
Tenure Based DBW	Rs. 19,900 + DA	Skilled	22	13	7	3	5	5

(# - Horizontal)

Note :

- The above post is not identified for PwBD (Person with Benchmark Disability) candidates. Hence, candidates belonging to PwBD category are not eligible for the post.
- The number of vacancies may decrease/increase depending upon the requirement of Ordnance Factory Dehu Road, Pune (OFDR).
- The tenure will come to an end automatically on completion of maximum period of four years from the date of initial joining, without any further notice.
- However, the employment can be terminated at any time, during the period of tenure engagement by giving one month's notice by either party or payment of the Basic Pay + DA components in the Consolidated Remuneration in lieu of the Notice.

3) ESSENTIAL QUALIFICATION:

Ex-apprentices of AOCP trade (NCTVT now NCVT) from Ordnance Factories **OR** AOCP trade (NCTVT now NCVT) candidates from Government/Private organization having affiliation from Government.

Continued on Page 02/-

4) AGE LIMIT:

Between 18 and 40 years as on last date (i.e. 21st Day of publication of advertisement in Employment News) of receipt of application. Age relaxation, as admissible, will be given to OBC-NCL, SC/ST & Ex-SM candidates as under:

(i)	For SC/ST	05 Years (Only in respect of post reserved for SC/ST)
(ii)	For OBC (Non-Creamy Layer)	03 Years (Only in respect of the post reserved for OBC)
(iii)	For Ex-Serviceman	Period of Military Service + 03 Years

5) APPLICATION FEES: - NIL

6) HOW TO APPLY:-

Candidates are required to download and print the Application Form from the link provided only at Munitions India Limited Website (<http://munitionsindia.in/career/>) with heading **“O.F. Dehu Road : Applications are invited from Apprentices of AOCP trade”** and fill up the same in BLOCK LETTERS only, along with other necessary enclosures, three extra copy of the same photograph (with Name and Date of Birth should be written on backside of photograph) are to be forwarded by post to the following address.

The Chief General Manager,
Ordnance Factory Dehu Road,
Pune- 412101

Tel. No.: 020-27167246/47/98 (active only during the working days/hrs.)

The envelope must be clearly super scribed as **“APPLICATION FOR ‘TENURE BASED DBW (AOCP Trade)’ PERSONNEL ON CONTRACT BASIS”**.

Note: The candidate must go through detailed Terms and Conditions and also check regularly this website (<http://munitionsindia.in/career/>) for any further updates.

7) CLOSING DATE FOR RECEIPT OF APPLICATION:- 21 DAYS FROM THE DATE OF PUBLICATION OF THE ADVERTISEMENT IN THE EMPLOYMENT NEWS.

8) REMUNERATION:

- (i) Remuneration will be paid @ 1/30th of the pay at the basic of the relevant pay scale Plus Dearness Allowance for work of 8 Hours a day. Proportionate deduction shall be made for unauthorized leave/absence from the duty etc. The engaged personnel will be eligible for company holidays at par with the regular employees.
- (ii) Central DA as prevalent will be applicable.
- (iii) House Rent Allowance as per classification of Cities (when Company Quarter is not available)

Continued on Page 03/-

Note: In case of availability of Company Quarters, priority would be given for allotment of Quarters. License fee for Quarters will be deducted at the rates as applicable to regular Workmen.

- (iv) An annual increment of 3% (rounded off to the next ten rupees only) during the tenure shall be admissible on the Basic Pay, subject to Satisfactory Performance.
- (v) The performance of the individual on fixed term employment will be evaluated. Individuals with performance rating Satisfactory & above will be granted an increment, as applicable to the corresponding pay-scale, on completion of each year during the employment. Individuals having performance rating Poor or below will be given 3 months time in writing to improve their performance. After three months again, performance will be evaluated and if again the performance rating found Poor or below, the services of the individual will be terminated by giving 15 days notice.
- (iv) Personnel engaged will be eligible for EPF and will be covered under Employee's Compensation Act, 1923, as per act and government guidelines.
- (vii) Personnel engaged on fixed term basis are eligible to Bonus (if applicable) as per Bonus Act 1965 amended time to time.

9) JOB SPECIFICATION:

- (i) Manufacturing, Handling and Disposal of Military explosive and ammunitions.
- (ii) After hiring, the AOCP personnel will be given compulsory 'ONE MONTH' extensive in-house training w.r.t. Safe Handling of explosives, ammunitions, safety norms, Do's & Don'ts, etc. by OFDR.

10) MODE OF SELECTION:

- (i) Selection of the candidates shall be done based on the Marks scored in the NCTVT (NAC) and Trade Test/ Practical test only, in the order of Merit. Cut off percentage for calling candidates for Trade test will be decided by Ordnance Factory Dehu Road, Pune (OFDR).
- (ii) Merit list will be prepared based on combined marks secured in NCTVT (now NCVT) Exam and Trade test/Practical Test.
- (iii) Weightage of Marks in NCTVT now NCVT (NAC) Exam and Trade test/Practical test will be 80% and 20% respectively.
- (iv) Candidates qualifying in the NCTVT now NCVT (NAC) and Trade Test/ Practical test will be called for Document Verification in the order of Merit. The number of candidates called for Document Verification will be limited to the number of posts notified (Discipline/Category wise).

Continued on Page 04/-

- (v) In case of rejection of candidates during the Document Verification process on account of non-availability of requisite documents / testimonials, not meeting the advertised criteria with respect to Age, Qualification, Experience, etc., additional candidates will be called for Document Verification in the order of Merit (Discipline / Category wise). The number of additional candidates called for Document Verification will be limited to the number of candidates rejected.

11) REJECTION OF APPLICATION/CANCELLATION OF CANDIDATURE:

Applications received after closing date or not meeting eligibility criteria and Terms & Conditions of the advertisement will be summarily rejected.

12) GENERAL CONDITIONS :

- (i) The self-attested copies of Educational Qualifications, Certificate for Age Proof, Experience Certificate from institutions (if any), Caste Certificate (for SC/ST/OBC Candidates), EWS Certificates (For EWS Candidates), Proof of Ex-serviceman (for Ex-Serviceman Candidates) etc., should be enclosed along with the application.
 - (ii) The OBC candidate applying for the post under OBC category should also have to submit duly signed undertaking in the format given at Appendix-I of the Application Form.
 - (iii) Submission of false / incorrect / incomplete information and / or dubious / bogus documents shall disqualify the candidature.
 - (iv) Canvassing in any form will lead to disqualification.
 - (v) Mere submission of application form does not guarantee issue of "Call Letter" for Trade Test/Practical Test.
 - (vi) Only shortlisted candidates will be informed through post and e-mail for Trade Test/Practical Test.
 - (vii) Ordnance Factory Dehu Road, Pune will not be responsible for late / non-receipt of filled-in application / Call letters, etc., due to postal delay or any other reasons.
 - (viii) E-mail ID & Phone/Mobile Numbers should be kept active till the completion of whole recruitment process.
 - (ix) SC/ST candidates shall be paid second class TA as admissible under the rules in the shortest route of travel, on production of Bus/Train ticket and Caste/Community Certificate for document verification. It is mandatory to submit "Bank Details Form" for reimbursement of TA Claims.
 - (x) Candidates appearing for Trade test/Practical test will have to travel on their own expenses.
 - (xi) No correspondence enquiry through Phone/e-mail/messenger will be entertained.
- 13) OTHER BENEFITS AND TERMS & CONDITIONS:**
- (i) Working pattern of the Tenure based personnel will be the prerogative of the employer.

- (ii) Personnel engaged will be entitled of 30 days Leave per year. 2.5 days of Leave will be credited for every calendar month of service. Leave can be accumulated by the Personnel during their tenure up to 30 days and can be encashed after completion of one year. For the last month of Service prior to separation/completion of Tenure, the Leave of 2.5 days pertaining to the last month of Service will be credited on the 15th day of that month.

Note: Encashment of Leave in respect of Tenure based Personnel will be governed by the Rules and Terms & Conditions applicable to the regular employee as notified from time to time.

- (iii) Personnel Engaged cannot take more than 5 days leave in a month and cannot take continuously 3 days leave in a stretch except on medical ground. Under special circumstance employer can give relaxation in availing leave not more than 30 days in a year subject to number of leave credited in his/her account.
- (iv) Personnel engaged on Tenure Basis will be entitled for 01 Day Casual Leave (CL) for each complete month in the Calendar Year. Further, personnel joining between 01st & 15th day of the month will be granted 01 Day Casual Leave (CL) for that month also.
- (v) Tenure based personnel will not be entitled for any other medical benefits in any of the Ordnance Factory Hospitals & Dispensaries or elsewhere. In case of an emergency, facilities in Ordnance Factory Hospitals / Dispensaries can be availed.
- (vi) Tenure based personnel will be entitled for safety and protective gears, equipment, kits etc. as per the Company norms.
- (vii) Female personnel will be entitled to Maternity Benefits as per the provisions under the Maternity Benefit Act, 1961.
- (viii) The engagement of Tenure based Personnel shall be on contract basis initially for a period of **ONE Year** which may be extended up to a maximum period of **FOUR year** from the date of engagement (including initial period) based on factory requirement and individual performance.
- (ix) **The Tenure Based Engagement will not confer any right on the Personnel to claim the status of a regular employee of the Company.**
- (x) The Tenure based Personnel will abide by various Company/Factory Rules & Regulations governing carrying out the assigned tasks and their conduct, like Standing Orders etc.
- (xi) Tenure based personnel will be covered under the Income Tax, Service Tax, Professional Tax, etc. as per the applicable Rules and all such Taxes would be payable by them.
- (xii) Tenure based personnel will be eligible for Company Quarters, wherever available. They will not be entitled for the following:
 - a. Promotions;
 - b. OT Allowance
 - c. Loans, Advances & Interest Subsidies;

Continued on Page 06/-

- d. Medical Facilities;
 - e. Contingency Advance;
 - f. School Fee Reimbursement;
 - g. LTC / LTA Facilities;
 - h. Grant of Study Leave;
 - i. Sponsorship for Higher Studies;
 - j. Any other benefits admissible to regular Workmen not mentioned specifically in advertisement.
- (xiii) The Tenure based Personnel will be deployed in Night Shift only in case of exigency of production work and not as a regular practice. These employees shall be eligible for Night Duty Allowance at par with regular employees as per extant rules.
- (xiv) Tenure based personnel shall be entitled for Risk Allowance for similar type of work and it will be paid Risk Allowance at par with regular employees as per extant rules.
- (xv) The Tenure based Personnel will not be entitled for any Allowances or Benefits other than those indicated in this Scheme.
- (xvi) Performance of the Personnel would be assessed on a **half yearly basis**.
- (xvii) The engagement will be on full time basis. Absence from duty other than on authorized Leave/Company Holidays will result in proportionate reduction in the Consolidated Emoluments. They will be eligible for Company Holidays as applicable to regular employees.
- (xviii) The employment can be terminated at any time, during the period of tenure engagement by giving one month's notice by either party or payment of the Basic Pay + DA components in the Consolidated Remuneration in lieu of the Notice.

14) CAUTION TO ALL CANDIDATES:

Some unscrupulous elements may approach you with the assurance of procuring appointment for you in the factory/company through illegal gratification. You must not fall prey to such false assurance or exploitation and must not entertain or encourage such elements in any way. It is emphasized and re-assured that the entire selection exercise will be done on merit in a transparent manner.

15) CANDIDATE TO ENSURE THEIR ELIGIBILITY FOR THE ENGAGEMENT:

The candidates applying for the afore-mentioned vacancies should ensure that they fulfill all eligibility conditions.

16) OTHER INFORMATION TO THE CANDIDATE:

- (i) The admission to all the stages of the selection procedure will be purely provisional subject to satisfying the prescribed eligibility conditions.

- (ii) Mere issue of Call Letter/Admit Card to the candidate for the Trade Test will not imply that his/her candidature has been finally accepted by Ordnance Factory Dehu Road, Pune.
- (iii) Verification of eligibility conditions with reference to original documents will be done only at the time of document verification in the factory.

17) RESOLUTION OF TIE:

The resolution of tie cases will be settled as under:

- (i) Higher marks in NAC issued by NCTVT (now NCVT).
 - (ii) Ex-Trade Apprentice of Ordnance Factory Dehu Road, Pune or other Ordnance Factories will be given preference.
 - (iii) Date of Birth-Older candidate will be given preference.
- 18) Admit Card/Call Letters will be forwarded to the candidates by post and e-mail.
- 19) Any dispute with regard to the tenure based DBW (Skilled) against this advertisement will be subject to courts situated in Pune only.
- 20) The Competent Authority reserves all the right to adopt any alternative lawful mode of selection in part or in whole, in case of contingency.
- 21) The citizens of India who are fulfilling the requisite qualification as mentioned in the advertisement can apply for the post.
- 22) In case of contradiction between HINDI and ENGLISH language of this advertisement, advertisement in ENGLISH language will prevail.

Note: Ordnance Factory Dehu Road, Pune reserve all the rights to amend content of this advertisement as and when situation warrants & can issue corrigendum i.e. regarding rules and regulations etc. which will only be published on MIL website (i.e. <https://munitionsindia.in/career/>) and not in employment news or other news papers. Candidates are requested to visit MIL website frequently throughout the recruitment process.

Sd/-

(AMIT KUMAR MEENA)
ADDL. GENERAL MANAGER/MM
FOR CHIEF GENERAL MANAGER

CIN No. U29190PN2021GOI203505

पंजीकृत पता : म्यूनिशंस इंडिया लिमिटेड, गोला बारूद निर्माणी, खडकी, पुणे, महाराष्ट्र - 411 003 (महाराष्ट्र)

Regd. Address: Munitions India Ltd, Ammunition Factory Khadki, Pune - 411 003 (Maharashtra)

निगमित कार्यालयपता : दूसरी मंजिल, न्याति यूनिट्री, नगर रोड, येरवडा, पुणे - 411 006 (महाराष्ट्र)

Coporate Office Address: 2nd Floor Nyati Unitree Nagar Road, Yerwada Pune- 411 006(Maharashtra)

दूरभाष संख्या/ Phone No.: 020-67080400 Email - mil-pune@munitionsindia.in Website. <https://munitionsindia.in>

APPLICATION FOR TENURE BASED DBW PERSONNEL ON CONTRACT BASIS
(No. 1914/96/AOCP(50)/HRM/OFDR/2025)

To,
The Chief General Manager,
Ordnance Factory Dehu Road,
Pune- 412101

Place for recent
Passport size photo
of the applicant
(self-attested in
front)
to be firmly pasted
(not to be stapled)

(TO BE FILLED UP IN **BLOCK LETTERS** ONLY)

1	Post Applied for	TENURE BASED DBW PERSONNEL ON CONTRACT BASIS
2	Name in Block Letters (as mentioned in 10th std. certificate)	
3	Father's / Husband's Name	
4	Date of Birth (dd/mm/yyyy)	
5	Age (as on last date of receipt of applications)	
6	Nationality	
7	Caste / Category (Mention whether UR/SC/ST/OBC-NCL/EWS/Ex-SM)	
8	If Ex-SM, give complete details of service rendered	
9	Address in full with PIN Code for communication	
10	Phone/Mobile Number	
11	E-mail ID (In Block Letter) Compulsory	
12	Two Prominent and visible identification Marks	i) ii)
13	Medium of trade Test/Practical Test: (HINDI/ENGLISH)	

14. Details of educational and other qualifications starting from X Standard/SSC:

Name of School/Coll ege	Name of Recognized University / Board of Examination	Examinat ion Passed	Year of Passing	Maximu m Marks	Total Marks Obtained	Percentage

15. Details of Passing NCTVT (NAC) in AOCP Trade Examination

Name of Trade	Whether Ex-Trade Apprentic es Of Ordnance Factories (Yes/No)	Name of Ordnance Factory	Training period		NCTVT Batch No.	Year of Passing	Certificat e No. & Date of Issue	Perce ntage
			From	To				

15.1 Details of Passing NCTVT (NAC) in AOCP Trade Examination (other than Ordnance Factories)

Name of Trade	Name of the institute/org anisation	Training period		NCTVT Batch No.	Year of Passing	Certificate No. & Date of Issue	Percentage
		From	To				

16. Experience Details:

Company Details	Designation	Period From	Period To	Nature of Duties

17. Check List of Enclosures:

Sl. No	ENCLOSURES	YES / NO
1	Proof of Date of Birth	
2	Educational Qualification Certificate	
3	NCTVT now NCVT (NAC) certificate in AOCP Trade	
4	Experience Certificate if any	
5	Caste Certificate: (SC / ST / OBC)- in prescribed proforma for reserved candidates	
6	Declaration by OBC/Ex-SM candidates- Appendix- I / Appendix- II	
7	Complete Bank Details Form for claiming TA (for SC/ST candidates)	
8	Whether all above documents / Certificates are self-attested	
9	Two copies of self-attested photographs (one pasted on application form and one extra)	

DECLARATION

I, Shri / Smt / Kumari _____ have read the instructions carefully before sending this application. I hereby declare that all the statements made in this application are correct to the best of my knowledge and belief. I understand that any discrepancy found in the information submitted by me will lead to cancellation of my candidature / debarment at any time.

Date :

Place :

Signature of the Candidate

APPENDIX- I

DECLARATION BY OBC CANDIDATES ONLY

(Similar endorsement should be given in the caste certificate from the competent authority)

I, Son/Daughter of
Resident of village/town/city District State
..... Hereby declare that I belong to the
community which is recognized as a backward class by the Government of India for the purpose
of reservation in services as the orders contained in DOPT OM No.36012/22/93-Estt.(SCT)
dated 08.09.1993 and as amended. It is also declared that I do not belong to persons/sections
(Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office
Memorandum dated 08.09.1993 and as amended.

Date:

(Signature of the Candidate)

APPENDIX- II

FORM OF UNDERTAKING TO BE GIVEN BY CANDIDATES APPLYING FOR CIVIL
POSTS UNDER EX-SERVICEMEN CATEGORY

I understand that, if selected on the basis of the recruitment/examination to which this
application relates, my appointment will be subject to my producing documentary evidence to
the satisfaction of the Appointing Authority that I have been duly released/retired/discharged
from the Armed forces that I am entitled to the benefits admissible to Ex-Servicemen in terms of
the Ex-Servicemen (Re-employment in Central Civil Services and Posts) Rules, 1979, as
amended from time to time.

I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-
Servicemen in regard to the recruitment covered by this examination, if I have at any time prior
to such appointment, secured any employment on the civil side (including Public Sector
Undertakings, Autonomous Bodies/Statutory Bodies, Nationalized Banks etc.) by availing of the
concession of reservation of vacancies admissible to Ex-Servicemen.

Date:

(Signature of the Candidate)

