

Government of India
Ministry of Textiles
Office of the Development Commissioner for Handlooms
Weavers Service Centre
Weavers Colony, Bharat Nagar
Delhi-110 052
Phone: 011-27303793, Fax : 011-27307560
E.Mail: wscdelhi@gmail.com

NOTICE INVITING APPLICATION

Advertisement No. WSC/DLH/Admn.1(3)/2022/02: –

Applications are invited from the eligible candidates for filling up the following General Central Service Group 'B' Non-Gazetted (Non-Ministerial) & Group 'C' posts on Deputation basis by **Weavers' Service Centre, Weavers' Colony, Bharat Nagar, Delhi-110052**, a subordinate office under the Office of the Development Commissioner for Handlooms, Ministry of Textiles. Selected candidates may be posted at any of the Weavers' Service Centres viz. Delhi, Panipat, Kullu, Meerut, Chamoli, Srinagar, Jaipur, Jammu, and Indian Institute of Handloom Technology Jodhpur and Varanasi or any other office within North Zone.

S . N .	Nomenclature of the posts with Pay matrix	No. of posts	Maximum Age Limit	Educational qualification and experience for Deputation	Mode of submission of application
1.	Assistant Pay Matrix Level-6 (Rs. 35,400-1,12,400)	02	Not exceeding fifty-six years as on the closing date of receipt of applications.	Officers under the Central or State Governments or Union territories of Public Sector Undertakings or Universities or recognised research institutions or semi-Government or statutory or autonomous organisations:- (A)(i) holding analogous posts on regular basis in the parent cadre/Department: or ii) with ten years' service in the grade rendered after appointment thereto on a regular basis in Pay Matrix Level-4 or equivalent in the parent cadre/Department; and (B) possessing the following educational qualifications and experience: - (i) Bachelor's Degree from a recognised University. (ii) With two years' experience in establishment, accounts and general administration. The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation.	Speed post/ Registered post
2.	Junior Weaver Pay matrix Level -5 (Rs. 29,200-92,300)	03	Not exceeding fifty-six years as on the closing date of receipt of applications	Officers of the Central Government holding equivalent or analogous posts or officers in the pay Matrix Level 5 with three years regular service in the grade or pay Matrix Level-4 with five years regular service in the grade and possessing the qualifications and experience prescribed for direct recruitment. Essential : (i) Matriculation from a recognized Board and should be have eight years' experience of loom setting	Speed post/ Registered post

				and weaving of different types of fabrics and designs in a organisation of repute. 2) Should be well-versed in all the methods of preparatory processes for weaving. Desirable: - Three years Diploma in Handloom Technology or Diploma in Handloom and Textile Technology from a recognised institution of repute or two years certificates course in Handloom weaving (Upper & Lower Course, which should be recognized by State Government).	
3.	Sr. Assistant (Weaving) Pay Matrix Level-4 (Rs. 25500-81100)	02 (UR-2)	Not exceeding fifty-six years as on the closing date of receipt of applications	Officers of the Central Government holding equivalent or analogous posts or officers in the pay Matrix Level 2 with eight years regular service in the grade and possessing the qualifications and experience prescribed for direct recruitment. Essential : (i) Matriculation from a recognized Board and should be a practical weaver with three years' experience in Handloom Weaving, loom setting and should have knowledge of preparatory processes to weaving in organisation of repute. Desirable: - Three years Diploma in Handloom Technology or Diploma in Handloom and Textile Technology from a recognised institution of repute or two years certificates course in Handloom weaving (Upper & Lower Course, which should be recognized by State Government).	Speed post/ Registered post

For details about qualification, age limit, selection process, application format etc., please log on to Development Commissioner (Handlooms) website: www.handlooms.nic.in. Last date of receipt of application will be 45 days from the date of publication of the advertisement in Employment News. Completely filled application form alongwith all relevant documents should reach "Director, Weavers' Service Centre, B-2 Weavers Colony, Bharat Nagar, Delhi – 110 052" on or before closing date.

The application not received in the prescribed format/without relevant documents will be summarily rejected.

Director (North Zone)

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E.Mail: wscdelhi@gmail.com

No: WSC/DLH/Admn1(3)/Deputation/

Dated

VACANCY CIRCULAR

Subject: Filling up of vacancies of Group 'B' Non-Gazetted(Non-Technical) Group 'C'(Technical), General Central Service in the Weavers' Service Centres/IIHTs under Office of the Development Commissioner for Handlooms.

Weavers' Service Centre, Delhi a subordinate office of the Development Commissioner for Handlooms, Ministry of Textiles invites applications for filling up of vacancies of Group 'B' Non-Gazetted(Non-Technical) Group 'C'(Technical), General Central Service on deputation basis for a period ordinarily not exceeding three years in the Weavers' Service Centres/IIHTs under Office of the Development Commissioner for Handlooms. Selected candidates will be appointed in any of the Weavers' Service Centres/Indian Institutes of Handlooms Technology within North Zone, viz. Delhi, Panipat, Kullu, Meerut, Chamoli, Srinagar, Jaipur, Jammu, Jodhpur and Varanasi. Eligibility criteria i.e. educational qualification and experience as per Recruitment rules is mentioned in the table below against the name of post.

2) The applications in the prescribed proforma (Annexure-I), in respect of eligible candidates, who can be spared for taking up the assignment within one month from the date of intimation about selection, may be forwarded by the Cadre Controlling Authority along with the following documents.

- (i) Cadre clearance in respect of the applicant.
- (ii) Up-to-date clear and legible photocopies of the APAR of the last 5 years at least up to 2021-2022 duly attested by Gazetted Officer.
- (iii) Integrity certificate signed by an officer not below the rank of Under Secretary to the Government of India.
- (iv) Vigilance Clearance Certificate indicating that no disciplinary or criminal proceedings are either pending or being contemplated against the officer concerned.
- (v) Certificate indicating that no major/minor penalty has been imposed on him/her during the last 10 years.

3. The terms and conditions of deputation shall be governed/regulated according to the applicable normal terms and conditions for deputation issued by the Government of India from time to time. Officers who volunteer for the post will not be permitted to withdraw their names later on.

4. The applications in the enclosed prescribed proforma (Annexure-II) along with documents mentioned above should be forwarded through proper channel to the Director (North Zone), Weavers' Service Centre, Weavers' Colony, Bharat Nagar, Delhi-110052, **within 45 days** from the date of issue of this circular in the Employment News. Applications received after the closing date or without documents mentioned above or otherwise incomplete will not be considered.

S. N.	Nomenclature of the posts with Pay matrix	No. of posts	Educational qualification and experience For Deputation	Mode of submission of application
1.	Assistant Pay Matrix Level-6 (Rs. 35,400-1,12,400)	02	Officers under the Central or State Governments or Union territories of Public Sector Undertakings or Universities or recognised research institutions or semi-Government or statutory or autonomous organisations: - (A)(i) holding analogous posts on regular basis in the parent cadre/Department: or ii) with ten years' service in the grade rendered after appointment thereto on a regular basis in Pay Matrix Level-4 or equivalent in the parent cadre/Department; and (B) possessing the following educational qualifications and experience: - (i) Bachelor's Degree from a recognised University. (ii) With two years' experience in establishment, accounts and general administration. The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment by promotion.	Speed post/ Registered post
2.	Junior Weaver Pay matrix Level -5 (Rs. 29,200-92,300)	03	Essential : (i) Matriculation from a recognized Board and should be have eight years' experience of loom setting and weaving of different types of fabrics and designs in a organisation of repute. 2) Should be well-versed in all the methods of preparatory processes for weaving. Desirable : - Three years Diploma in Handloom Technology or Diploma in Handloom and Textile Technology from a recognised institution of repute or two years certificates course in Handloom weaving (Upper & Lower Course, which should be recognized by State Government). Officers of the Central Government holding equivalent or analogous posts or officers in the pay Matrix Level 5 with three years regular service in the grade or pay Matrix Level-4 with five years regular service in the grade and possessing the qualifications and experience prescribed above.	Speed post/ Registered post
3.	Sr. Assistant (Weaving) Pay Matrix Level-4 (Rs. 25500-81100)	03	Essential : (i) Matriculation from a recognized Board and should be a practical weaver with three years' experience in Handloom Weaving, loom setting and should have knowledge of preparatory processes to weaving in organisation of repute. Desirable : - Three years Diploma in Handloom Technology or Diploma in Handloom and Textile Technology from a recognised institution of repute or two years certificates course in Handloom weaving (Upper & Lower Course, which should be recognized by State Government). Officers of the Central Government holding equivalent or analogous posts or officers in the pay Matrix Level 2 with eight years regular service in the grade and possessing the qualifications and experience prescribed above.	Speed post/ Registered post

1. The period of deputation including the period of deputation held against another ex-cadre post immediately preceding this appointment in the same or some other organization shall not exceed 3 years.
2. The maximum age limit for appointment on deputation shall be 56 years as on closing date of receipt of applications.
3. The Departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment by deputation and similarly, the deputationists, shall not be eligible for consideration for appointment by promotion.
4. Selected officials may be posted at any WSC/IIHT under North Zone.

(Vishesh Nautiyal)
Director

To

1. The Chief Secretary/Administrator of all State & Union territory Governments for circulation to all department under their control.
2. All Ministry/Department of Govt. of India (Except railways) with a request to give wide publicity of the vacancy amongst staff working under their respective administrative control.
3. The Additional Development Commissioner (Handlooms), Udyog Bhavan, New Delhi
4. All Heads of Offices, Central Government/State Government of North Region.
5. The Zonal Director, WSC, Guwahati/Chennai/Mumbai.
6. The Director/Heads of Offices, Indian Institutes of Handloom Technology, Guwahati/Varanasi/Jodhpur/Bargarh & Fulia.
7. All the Heads of Offices, Weavers' Service Centres under South /West/East Zone.
8. NIC Cell, O/o D C Handlooms), New Delhi with a request to upload the circular on the website.
9. Guard file.

(Vishesh Nautiyal)

Director

BIO-DATA CURRICULUM VITAE PROFORMA

1.	Name and Address (In Block Letters)	
2.	Date of Birth (in Christian era)	
3.	Date of Retirement under Central/ State	
4.	Educational Qualifications	
5.	Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	
6.	Essential	
A)	Qualification	
B)	Experience	
	Desirable	
A)	Qualification	
B)	Experience	
<p>Note:</p> <p>5.1) This column needs to be amplified to indicate Essential and Desirable qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p>5.2) In the case of Degree and Post Graduate Qualifications Elective) main subjects and subsidiary subjects may be indicated by the candidate.</p>		
6.	Please state clearly whether in the light of entries made by you above, you meet the requisite essential qualifications and work experience of the post.	
<p>Note:</p> <p>6.1 : Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualifications/ work experience possessed by the candidate (as indicated in the Bio-data) with reference to the post applied for.</p>		

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held on regular basis	From	To	*Pay Matrix Level of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

* Important: Pay Matrix Level granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Matrix Level of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Matrix where such benefits have been drawn by the candidate, may be indicated as below:-

Office/Institution	Pay Matrix drawn ACP/ MACP Scheme	From	To

8.	Nature of present employment, or Adhoc or Temporary or quasi-Permanent or Permanent		
9.	In case the present employment held on deputation/contract basis, please state:		
The date of initial appointment	Period of appointment on deputation/contract	Name of the parent office/ organisation to which the applicant belongs	Name of the post and pay of the post held in substantive capacity in the parent organisation

10	If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details	
11.	Additional details about present employment: Please State whether working under (Indicate the name of your employer against the relevant coloumn) a) Central Government b) State Government c) Autonomous organisation d) Government Undertaking e) Universities f) Others	
12	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.	
13.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised grade.	
14.	Total emoluments per month now drawn	
	Basic Pay in PB Grade Pay Total Emoluments	
15.	In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the organisation showing the following details may be enclosed.	
	Basic Pay with Scale of pay and rate of increment	
	Dearness pay/Interim Relief/ other Allowances etc. (with break-up details)	
	Total Emoluments	
16 (A).	Additional Information, if any, relevant to the post you applied for in support of your suitability for (This among other things may	

	provide information with regard to (i) additional academic qualifications (ii) Professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)	
B	Achievements: The candidates are requested to indicate information with regard to: - i) Research publications and reports and special projects. ii) Wards/Scholarships/official appreciations iii) Affiliation with professional bodies/institutions/ Societies and; iv) Patents registered in own name or achieved for the organisation v) Any research/ innovative measure involving official recognition vi) Any other information	
17.	Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment basis. # (Officers under Central/ State Governments are only eligible for "Absorption". Candidates of non-government organizations are eligible only for Short Term Contract).	
	# The option of ISTC)/Absorption/ Re-employment is available only if the vacancy circular specially mentioned recruitment by "ISTC" or "Absorption" or Re-employment")	
18.	Whether belongs to SC/ST	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential qualification/Work experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)

Address:.....
.....

Date

Certification by the Employer/Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/ She possess educational qualifications and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

2. Also Certified that:

- (i) There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt.....
- (ii) His/Her integrity is certified.
- (III) His/Her CR Dossiers in original is enclosed/photocopies of the ACRS for the last five years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- (iv) No major/minor penalty has been imposed on him/her 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).

Countersigned

(Employer/Cadre Controlling Authority with Seal)

Annexure-I

Government of
 (Name & Address of the authority issuing the certificate)

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date: _____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____ permanent resident of _____, Village/Street _____ Post Office _____ District _____ in the State/Union Territory _____ Pin Code _____ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her 'family**' is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets*** :

- I. 5 acres of agricultural land and above;
 - II. Residential flat of 1000 sq. ft. and above;
 - III. Residential plot of 100 sq. yards and above in notified municipalities;
 - IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.
2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office _____
 Name _____
 Designation _____

Recent Passport size
 attested photograph of
 the applicant

*Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

***Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

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Phone: 011-27307792, Fax : 011-27307660
E-Mail: mscdelhi@gmail.com

No: WSC/DLH/Admn.1(3)/2022/Direct Recruitment/ 1283

Dated: 11.7.22

To

The Addl. Development Commissioner (Handlooms),
O/o D.C. Handlooms,
Ministry of Textiles
Udyog Bhavan,
New Delhi.

Subject: Uploading of detailed advertisement on website of Office of the Development Commissioner of Handlooms.

Sir,

I am directed to refer to the above cited subject regarding uploading of detailed advertisement no. Advertisement No. WSC/DLH/Admn.1(3)/2022/01 which has been published in the Employment News dated 9-15th July 2022 on all India basis for filling up of the vacancies of Group 'B' & 'C' posts in Weavers' Service Centres (North Zone) by direct recruitment on the website of the Office of the Development Commissioner for Handlooms i.e. www.handlooms.nic.in.

S. No.	Name of the posts	Pay matrix	No. of posts
1.	Junior Weaver	Pay matrix Level -5 (Rs. 29,200-92,300)	07
2.	Senior Printer	Pay matrix Level -5 (Rs. 29,200-92,300)	02
3.	Jr. Assistant (Weaving)	Pay Matrix Level-2 (Rs. 19,900-63,200)	02
4.	Jr. Assistant (Processing)	Pay Matrix Level-2 (Rs. 19,900-63,200)	02
5.	Attendant (Weaving)	Pay Matrix Level-1 (Rs. 18,000-56,900)	13
6.	Attendant (Processing)	Pay Matrix Level-1 (Rs. 18,000-56,900)	03

2. The copy of advertisement along with complete detail is annexed herewith for further necessary action at your end. The soft copy of the advertisement details is being sent through email.

Yours faithfully

(Alam Singh)

Assistant Director

Encl: As above

Government of India

Ministry of Textiles**Office of the Development Commissioner for Handlooms**

Weavers Service Centre, Weavers Colony, Bharat Nagar, Delhi-110052

Phone: 011-27303793, Fax : 011-27307560, E Mail: wscdelhi@gmail.com

NOTICE INVITING APPLICATION**Advertisement No. WSC/DLH/Admn 1(3)/2022/01**

Applications are invited from the eligible candidates for filling up the following General Central Service Group 'C' Non-Gazetted (Non Ministerial) posts on Direct Recruitment basis by **Weavers' Service Centre, Weavers' Colony, Bharat Nagar, Delhi-110052** a subordinate office under the Office of the Development Commissioner for Handlooms, Ministry of Textiles. Selected candidates may be posted at any of the Weavers' Service Centre viz. Delhi, Panipat, Kullu, Meerut, Chamoli, Srinagar, Jaipur, Jammu, and Indian Institute of Handloom Technology Jodhpur and Varanasi or any other office within North Zone.

S. No.	Nomenclature of the posts with Pay matrix	No. of posts and Roster Position	Age for Direct Recruitment	Educational qualification and experience for Direct Recruitment	Mode of submission of application
1.	Junior Weaver Pay matrix Level -5 (Rs. 29,200-92,300)	07 (UR-3 ST-1 OBC-2 EWS-1)	Not exceeding 30 years (Relaxable for Govt. Servants up to the age of 40 years)	Essential : (i) Matriculation from a recognized Board and should have eight years' experience of loom setting and weaving of different types of fabrics and designs in a organisation of repute. 2) Should be well-versed in all the methods of preparatory processes for weaving. Desirable: Three years Diploma in Handloom Technology or Diploma in Handloom and Textile Technology from a recognised institution of repute or two years certificates course in Handloom weaving (Upper & Lower Course, which should be recognized by State Government).	Speed post/ Registered post
2.	Senior Printer Pay matrix Level -5 (Rs. 29,200-92,300)	02 (UR-1, OBC-1)	Not exceeding 30 years (Relaxable for Govt. Servants up to the age of 40 years)	Essential : (i) Matriculation from a recognized Board; or Industrial Training Institutes (I.T.I.) Diploma with Textile Printing or Screen Printing or Fabric Printing or Block Printing trade. (ii) Should have eight years' experience in block or screen printing or Dyeing or Processing house or printing unit of repute. Desirable: Three years Diploma in Handloom Technology or Diploma in Handloom and Textile Technology or one year Post Diploma in Textile Chemistry from a recognised institution.	Speed post/ Registered post
3	Jr. Assistant (Weaving) Pay Matrix Level-2 (Rs. 19,900-63,200)	02 (UR-2)	Not exceeding 30 years (Relaxable for Govt. Servants up to the age of 40 years)	Essential: (i) Matriculation from a recognised Board; or Industrial Training Institutes (ITI), Diploma in Textile Weaving Trade from a recognised institution of repute. (ii) Should be well-verse in different methods of winding, warping & sizing of silk, cotton and woollen yarns or Three years' experience in a reputed Handloom or Textile Weaving unit or short-term training course of not less than four months from Weavers' Service Centre or Indian Institute of Handloom Technology in Weaving discipline with two years' experience in a reputed Handloom or Textile Weaving Unit.	Speed post/ Registered post
4.	Jr. Assistant (Processing) Pay Matrix Level-2 (Rs. 19,900-63,200)	02 (UR-2)	Not exceeding 30 years (Relaxable for Govt. Servants up to the age of 40 years)	Essential: (i) Matriculation from a recognised Board; or Industrial Training Institutes (ITI), Diploma in Textile Dyeing or printing trade. (ii) Should have Three years' practical experience in a dyeing or Processing house or unit of repute or short-term training course of not less than four months from Weavers' Service Centre or Indian Institute of Handloom Technology with two years' experience in a dyeing or processing house or unit of repute.	Speed post/ Registered post
5.	Attendant (Weaving) Pay Matrix Level-1 (Rs. 18,000-56,900)	13 (UR-6, SC-3, OBC-2, ST-1, EWS-1)	Not exceeding 30 years (Relaxable for Govt. Servants up to the age of 40 years)	Essential: (i) Matriculation from a recognised Board; or Industrial Training Institutes (ITI), Diploma in Textile Weaving or Winding or warping Trade from a recognised institution of repute. or (ii) Should have two years' experience in a reputed Handloom or Textile Weaving Unit and should be well-versed in different methods of winding, warping and sizing of silk, cotton and woollen yarns or Short Term Training Course of not less than four months from Weavers Service Centre or Indian Institutes of Handloom Technology in Weaving discipline with one year experience in a reputed handloom or Textile Weaving unit. Desirable: - Preference will be given to those experienced in book binding, sample cutting and making booklets.	Speed post/ Registered post
3.	Attendant (Processing) Pay Matrix Level-1 (Rs. 18,000-56,900)	03 (UR-2, SC-1)	Not exceeding 30 years (Relaxable for Govt. Servants up to the age of 40 years)	Essential: (i) Matriculation from a recognized Board; or Industrial Training Institutes (I.T.I.) Diploma in Textile Dyeing or Printing or Fabric Printing or Screen Printing trade. (ii) Should have two years' experience in a reputed Dyeing or Processing house or Short Term Training Course of not less than four months from Weavers Service Centre or Indian Institutes of Handloom Technology in Dyeing and Printing with one year experience in a Dyeing or Processing house or Handloom Printing unit of repute.	Speed post/ Registered post

For details about qualification, age limit, selection process, application format etc., please log on to Development Commissioner (Handlooms) website: www.handlooms.nic.in.
Last date of receipt of application will be 45 days from the date of publication of the advertisement in Employment News. Completely filled application form alongwith all relevant documents should reach "Director, Weavers' Service Centre, B-2 Weavers Colony, Bharat Nagar, Delhi- 110 052" on or before closing date.
The application not received in the prescribed format/without relevant documents will be summarily rejected.

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Advertisement No. WSC/DLH/Admn.1(3)/2022/01. -

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S N	Nomenclature of the posts with Pay matrix	No. of posts and Roster position	Age for Direct Recruitment	Educational qualification and experience for Direct Recruitment	Mode of submission of application
1.	Junior Weaver Pay matrix Level -5 (Rs. 29,200-92,300)	07 (UR-3 ST-1 OBC-2 EWS-1)	Not exceeding 30 years (Relaxable for Govt. Servants up to the age of 40 years)	Essential : (i) Matriculation from a recognized Board and should be have eight years' experience of loom setting and weaving of different types of fabrics and designs in a organisation of repute. 2) Should be well-versed in all the methods of preparatory processes for weaving. Desirable: - Three years Diploma in Handloom Technology or Diploma in Handloom and Textile Technology from a recognised institution of repute or two years certificates course in Handloom weaving (Upper & Lower Course, which should be recognized by State Government)..	Speed post/ Registered post
2.	Senior Printer Pay matrix Level -5 (Rs. 29,200-92,300)	02 (UR-1, OBC-1)	Not exceeding 30 years (Relaxable for Govt. Servants up to the age of 40 years)	Essential : (i) Matriculation from a recognized Board; or Industrial Training Institutes (I.T.I.) Diploma with Textile Printing or Screen Printing or Fabric Printing or Block Printing trade. (ii) Should have eight years' experience in block or screen printing or Dyeing or Processing house or printing unit of repute. Desirable: - Three years Diploma in Handloom Technology or Diploma in Handloom and Textile Technology or one year Post Diploma in Textile Chemistry from a recognised institution.	Speed post/ Registered post
3.	Jr. Assistant (Weaving) Pay Matrix Level-2 (Rs. 19,900-63,200)	02 (UR-2)	Not exceeding 30 years (Relaxable for Govt. Servants up to the age of 40 years)	Essential (i) Matriculation from a recognised Board; or Industrial Training Institutes (ITI), Diploma in Textile Weaving Trade from a recognised institution of repute. (ii) Should be well-verse in different methods of winding, warping & sizing of silk, cotton and woollen yarns or Three years' experience in a reputed Handloom or Textile Weaving unit or short-term training course of not less than	Speed post/ Registered post

				four months from Weavers Service Centre or Indian Institute of handloom Technology in Weaving discipline with two years experience in a reputed Handloom or Textile Weaving Unit.	
4	Jr Assistant (Processing) Pay Matrix Level-2 (Rs. 19,900-53,200)	02 (UR-2)	Not exceeding 30 years (Relaxable for Govt. Servants up to the age of 40 years)	Essential: (i) Matriculation from a recognised Board, or Industrial Training Institutes (ITI), Diploma in Textile Dyeing or Printing Trade (ii) Should have Three years' practical experience in a dyeing or Processing house or unit of repute or short-term training course of not less than four months from Weavers' Service Centre or Indian Institute of handloom Technology with two years' experience in a dyeing or processing house or unit of repute	Speed post/ Registered post
5	Attendant (Weaving) Pay Matrix Level-1 (Rs. 18,000-56,900)	13 (UR-6, SC-3, OBC-2, ST-1, EWS-1)	Not exceeding 30 years (Relaxable for Govt. Servants up to the age of 40 years)	Essential: - (i) Matriculation from a recognized Board; or Industrial Training Institutes (I.T.I.) Diploma in Textile Weaving or Winding or warping Trade from recognised institution of repute or. (ii) Should have two years' experience in a reputed Handloom or Textile Weaving Unit and should be well-versed in different methods of winding, warping and sizing of silk, cotton and woollen yarns or Short Term Training course of not less than four months from Weavers Service Centre or Indian Institutes of Handloom Technology in Weaving discipline with one year experience in a reputed handloom or Textile Weaving unit. Desirable: - Preference will be given to those experienced in book binding, sample cutting and making booklets.	Speed post/ Registered post
3.	Attendant (Processing) Pay Matrix Level-1 (Rs. 18,000-56,900)	03 (UR-2, SC-1)	Not exceeding 30 years (Relaxable for Govt. Servants up to the age of 40 years)	Essential: - (i) Matriculation from a recognized Board; or Industrial Training Institutes (I.T.I.) Diploma in Textile Dyeing or Printing or Fabric Printing or Screen Printing trade. (ii) Should have two years' experience in a reputed Dyeing or Processing house or Short Term Training course of not less than four months from Weavers Service Centre or Indian Institutes of Handloom Technology in Dyeing and Printing with one year experience in a Dyeing or Processing house or Handloom Printing unit of repute.	Speed post/ Registered post

ELIGIBILITY FOR APPLICANTS

Applicants must fulfil the educational qualification, experience and age limit and other criteria for the post applied for, **as on the last date of receipt of the applications**, failing which the application shall be summarily rejected and no correspondence will be entertained in this regard. Candidates are, therefore, advised to satisfy themselves before applying for the post(s) that they possess the requisite essential qualification and experience. The prescribed essential qualifications are the bare minimum and mere possession of the same does not entitle candidates to be called for the written/practical test. The candidates who are willing to apply for more than one post are required to submit a separate application against each post in the prescribed format.

*AGE RELAXATION

The upper age limit is relaxable for Govt. servants up to 10 years. The age relaxation will be admissible to such of the Government servants who are working in posts which are in the same line or allied cadres and where a relationship could be established that the service already rendered in a particular post will be useful for the efficient discharge of the duties of the post(s) for which application

is/are submitted. The above concession will be admissible only where an employee has rendered not less than three years continuous service under Government.

The age relaxation will be admissible to physically handicapped person and Ex- Servicemen as applicable in accordance with the orders issued by the Central Government.

SCHEME OF SELECTION

Selection of the aforesaid posts will be on the basis of written and practical test, which will be conducted by a duly constituted Selection Committee. However, if the number of applications received for a particular post is large, then the appointing authority reserves the right to lay down any criteria for the purpose of short listing of the candidates for selection tests.

DETAILS OF APPLICATIONS AND LAST DATE OF RECEIPT OF APPLICATIONS

Application in the prescribed format (**Annexure-I**) must reach by speed post/Registered post along-with self-attested photocopies of all certificates of age, educational qualification, experience, age relaxation and SC/ST/OBC/PH Certificates in the prescribed formats (**Annexure – I to V**) as applicable to the office of Director (NZ), Weavers' Service Centre, Weavers' Colony, Bharat Nagar, Delhi-110052 within 45 days (52 days in respect of the candidates residing in NE Region, Jammu & Kashmir, Lahaul and Spiti district and Pangi sub-division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep) from the date of publication of the advertisement of the above vacancies in the Employment News i.e. on or before 23.08.2022 (30.08.2022 i.r.o NE Region, Jammu & Kashmir, Lahaul and Spiti district and Pangi sub-division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep). The serving employees must send application through their respective employer otherwise the application shall be summarily rejected. Application received after the last date and/or not in the prescribed format and/or without self-attested copies of relevant documents in the prescribed format shall be summarily rejected and no correspondence in this regard will be entertained. This Office shall not be responsible for any postal delay.

The decision of the Appointing Authority in all respects relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination/test etc. will be final and no enquiry/correspondence will be entertained in this regard.

Note:

- 1) The number of vacancies of the posts mentioned above may increase or decrease.
- 2) * The crucial date for determining the age limit, experience and any other criteria for the post applied for shall be the closing date for receipt of applications from candidates in all states of India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh division of J&K State, Lahaul and Spiti district and Pangi sub-division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep).
- 3) Candidates should note that only the date of birth as recorded in the Matriculation/Secondary Examination Certificate or an equivalent examination will be accepted and no subsequent request for its change will be considered or granted.
- 4) Candidates claiming OBC status may note that certificate on creamy layer status in the prescribed format (**Annexure-II**) should have been obtained within 3 years before the closing date.
- 5) Candidates claiming to belong to one of the Scheduled Caste or Scheduled Tribes should submit in support of his claim an attested copy in the prescribed format (**Annexure-III**), from the authorities as listed in the format.
- 6) Candidates claiming relaxation of Ex-servicemen should submit the certificate issued from the Competent Authorities alongwith copy of the discharge book in support of his claim.
- 7) Candidates claiming relaxation by Government employees should submit the certificate in the prescribed format (**Annexure-IV**) (on letter head of the organisation) alongwith declaration in support of his/her claim.
- 8) Candidates claiming experience may note that certificate of experience should be obtained in the prescribed format (**Annexure-V**)
- 9) Any dispute in regard to this recruitment will be subject to courts/tribunals having jurisdiction in Delhi.
- 10) No application seeking information under RTI Act shall be entertained till completion of selection process.

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES
APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri/Smt./Kumari _____ son/daughter of
_____ of village/town _____
in District/Division _____ in the State/Union Territory _____
belongs to the _____ community which is recognised as a backward
class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No.
_____ dated _____. Shri/Smt./Kumari _____ and /or
his/her family ordinarily reside(s) in the _____ District/Division of the
_____ State/Union Territory. This is also to certify that he/she does not belong to
the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of
India, Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated
8.9.1993**.

District Magistrate
Deputy Commissioner etc.

Dated:
Seal

*- The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

** - As amended from time to time.

Note:- The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

**(FORMAT OF THE CERTIFICATE TO BE PRODUCED BY SCHEDULED CASTES AND SCHEDULED TRIBES
CANDIDATES APPLYING FOR APPOINTMENT TO POST UNDER THE GOVERNMENT OF INDIA)**

This is to certify that Shri/Smt/Kumari* _____ son/daughter of _____ of the _____ village/ town* on District/Division* _____ of the State/Union Territory* _____ Belongs to the Caste/Tribes* _____ which is recognized as a Scheduled Castes/Scheduled Tribes* under -
The Constitution (Scheduled Castes) order, 1950 _____
The Constitution (Scheduled Tribes) order, 1950 _____
The Constitution (Scheduled Castes) Union Territories order, 1951* _____
The Constitution (Scheduled Tribes) Union Territories order, 1951* _____

[As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area(Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order(Amendment) Act, 1976, the State of Mizoram Act, 1986, the State of Arunachal Pradesh Act, 1986 and the Goa, Daman and Diu (Reorganisation) Act, 1987.]

The Constitution (Jammu & Kashmir) Scheduled Castes order, 1956 _____
The Constitution (Andaman and Nicobar Islands) Scheduled Tribes order, 1959 as amended by the Scheduled Castes and Scheduled Tribes order(Amendment Act) 1976* _____
The Constitution (Dadra and Nagar Haveli) Scheduled Castes order, 1962 _____
The Constitution (Dadra and Nagar Haveli) Scheduled Tribes order, 1962@ _____
The Constitution (Pondicherry) Scheduled Castes order, 1964@ _____
The Constitution (Scheduled Tribes) (Uttar Pradesh) order, 1967@ _____
The Constitution (Goa, Daman & Diu) Scheduled Castes order, 1968@ _____
The Constitution (Goa, Daman & Diu) Scheduled Tribes order, 1968@ _____
The Constitution (Nagaland) Scheduled Tribes order, 1970@ _____
The Constitution (Sikkim) Scheduled Castes order, 1978@ _____
The Constitution (Sikkim) Scheduled Tribes order, 1978@ _____
The Constitution (Jammu & Kashmir) Scheduled Tribes order, 1989@ _____
The Constitution (SC) orders (Amendment) Act, 1990@ _____
The Constitution (ST) orders (Amendment) Ordinance 1991@ _____
The Constitution (ST) orders (Second Amendment) Act, 1991@ _____
The Constitution (Schedule Caste & Schedule Tribes) orders (Amendment) Act, 2002@ _____
%2. Application in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/ Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes certificate issued to Shri/Smt/Kumari _____ Father/Mother of Shri/Smt/Kumari* _____ of the village /town* _____ in District/ Division* _____ of the State/ Union Territory* _____ who belong to the _____ Caste/Tribes which is recognized as a Scheduled Castes/ Scheduled Tribe in the State/Union Territory issued by the _____ dated _____.

%3. Shri/Smt/Kumari and or* his/her family ordinarily reside(s) in village/town* _____ of _____ District/ Division* _____ of the State/Union Territory of _____

Place _____
Signature _____
Date _____
Designation _____

(with seal of office)

*Please delete the words which are not applicable.

@Delete quotes specific presidential order.

% Delete the paragraph which is not applicable.

NOTE: The term ordinary reside(s) used here will have the meaning as in section 20 of the Representation of the people Act, 1950.

** List of authorities empowered to issue Caste/Tribe Certificate:

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy. Collector/1st Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.

- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue officers not below the rank of Tehsildar.
- (iv) Sub- Divisional Officers of the area where the candidate and/or his family normally resides.\

NOTE: ST candidates belonging to Tamil Nadu state should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER

**The form of certificate to be produced by Government servants for claiming Age concession
(Letter Head of the Institution/Issuing Authority)**

This is to certify that Shri/Ms..... S/o,D/o,W/o Shri
is a regularly appointed an employee of this Organisation/Department/Ministry and duties performed
by him/her during the period (s0 are as under :-

Certified that :

* (a) Shri/Shrimati/Kum. holds substantively a permanent post
ofin the Office/Department of with effect from
.....

* (b) Shri/Smt./Kum. has been continuously in temporary service on
a regular basis under the Government in the post of in the
Office/Department with effect from
.....

Signature Name
Designation
Ministry/Office
Address
Office SEAL

Place :

Date :

* Strike out whichever is not applicable.

2. It is certified that above facts and figures are true and based on service records available in our organisation/Department/Ministry.

Signature :
Name of Competent Authority :
Stamp of Competent Authority :