



Aeronautical Development Agency
(Ministry of Defence, Govt. of India)
PB No.1718, Vimanapura Post, Bangalore- 560017



Advt. Reference: ADA-ADV-121 dated 03/02/2023

RECRUITMENT TO THE POST(S) OF 'ELECTRICIAN-1' & 'DRAUGHTSMAN-1'

Date of commencement of application registration on ADA website: 15/02/2023 (1000 hrs)
Last date for submission of online application: 08/03/2023 (1000 hrs)
Crucial Date of Eligibility: 08/03/2023

Aeronautical Development Agency is an Autonomous Body and a Society under the Department of Defence R&D, Ministry of Defence, Government of India entrusted with the task of Design and Development of LCA (Tejas) aircraft. ADA invites applications from Indian citizens for the following posts:

Post SI No.	Name of the Post	Total Vacancy	Reservation		Pay Level	Upper Age Limit (As on closing date of the advertisement)
			Category	Vacancy		25 Years (Age relaxation allowed for reserved Vacancies)
1.	ELECTRICIAN-1	02	UR	02	Level 4 (Rs.25500-81100) of Pay matrix	
2.	DRAUGHTSMAN-1	02	OBC	01		
			UR	01		

(A) **Essential Qualification Requirements (EQR) for the posts:**

Post SI No.1 : ELECTRICIAN-1	Post SI No.2 : DRAUGHTSMAN-1
Base Line Qualification: Diploma in Electrical Engineering/Technology only in First Class recognised by All India Council for Technical Education (AICTE).	Base Line Qualification : Diploma in Civil Engineering/Technology only in First Class recognised by All India Council for Technical Education (AICTE)
Note: Candidates possessing higher qualification and willing to apply should mandatorily fulfill the Base line qualification requirements as mentioned above. However, no preference or weightage in selection will be given to such candidates and also they will not be entitled for any higher pay.	

(B) **How to apply:**

- All candidates must apply through the link: <https://www.ada.gov.in> (under recruitment / ADV-121) by first registering their basic details like valid E-mail ID, name, date of birth (DOB), category, etc. followed by password and confirm password. A sample application filled in all respects is also made available for easy reference of the candidates.

2. The Candidates should ensure that they fully satisfy the eligibility criteria prescribed for the post and hence are advised to carefully go through the full text of the advertisement, instructions/ guidelines and also frequently asked questions (FAQs) available on our web-site before starting the process of application registration
3. After successful registration, the candidates may log-in by giving the Post applied for, Email-ID & password as registered earlier and start filling their details like personal details, educational qualification, experience etc. The online application format is divided into six levels relating to personal info, educational qualification / skill, Work experience etc. and candidates must enter the required details in all levels of the online application form.
4. After entering the details in each level, the candidate must click the 'save' option to save all the details filled in the level. The application portal will not allow the candidate to proceed to the next level without completing and saving the details as required in the level.
5. In level 5, candidates have to upload all the required scanned documents. Make sure all documents should be clearly visible. **Do not upload any blurred, locked, corrupted and invalid files.** After uploading document, candidate can also view the document. If any problem faced during document upload, kindly update the browser to latest version. For uploading the documents, the specifications are as follows:
 - (a) Scanned photo and signature of size 110W x 140H px (Image JPEG/ JPG). **(File size should not exceed 50 KB each)**
 - (b) Scanned legible copies of the following certificates in **PDF**
 - (i) X std / Date of Birth Certificate (Max File Size: 500 KB)
 - (ii) Diploma Certificate clearly mentioning 'passed in First Class' / Pre-University / Higher Qualification Certificate (Max File Size: 500 KB): clearly mentioning that candidate has secured First class
 - (iii) Caste Certificate (Max File Size: 500 KB)
 - (iv) All mark sheets (Diploma and any other certification) (Max File Size: 2 MB)
 - (v) Experience Certificates / NOC (if applicable). (Max File Size: 1 MB)
6. Before locking the application, candidate can preview the application to see all the details filled and attached documents. After making sure that all the details entered by him/her is correct and complete, the candidate must click 'Final Submit & Lock' in order to submit his/her application.
7. After final submission, the candidate will neither have any option to edit/correct in his/her online application nor will any request for correction/ changes in the particulars entered by him/her be entertained. Therefore, the candidates are advised to fill the online application form carefully.
8. On successful submission of the application online by the candidate, a system generated unique application number would be allotted which should be carefully preserved by the candidates for future reference. No application number will be generated by the system if the candidate does not give 'Final submit & Lock' option under level 6 and all such applications will be treated as incomplete and invalid.
9. The candidates are advised to register and submit their application well before the last date. ADA will not be responsible if candidates are unable to submit their application in time due to last minute rush, network loss/congestion etc.

10. Applications received through any other mode will not be accepted and summarily rejected and candidates are also advised not to send resumes/CV.

(C) **Mode of selection:**

The process of selection for both the posts is through written test (Objective and Descriptive type)

(D) **General Conditions:**

1. The posts are temporary but likely to continue.
2. Mere fulfilling the Essential Qualification requirement (EQR) does not entitle candidates to claim his/her candidature for selection to the post. The candidates should mention all relevant details like course(s)/Training (if any) undergone in the specified field.
3. Applications complete in all respects and fulfilling the basic eligibility criteria in terms of qualification and experience as on the closing date for registration and successful submission of application only will be considered. Applications not registered on ADA web site, registered after the last date or otherwise incomplete will not be considered and no correspondence in this regard will be entertained.
4. **Candidates must have acquired the EQR as on the closing date for submission of application on ADA web site which is the crucial date for determination of eligibility for the post.** Candidates awaiting results of their final examination as on crucial date of eligibility for the prescribed qualification are **NOT** eligible and hence should not apply.
5. Candidates having experience/qualification higher than those prescribed shall not be given any edge over the other candidates adequately qualified as per the advertisement. The selected candidates shall be offered appointment only in the advertised grade/ post.
6. As already intimated under para (A) above, candidates having higher qualification over and above the base line qualification or experience (if any) may note that no weightage in selection will be given to them for possessing higher qualification or experience and also they will not be entitled for any higher pay and no request on this will be considered/entertained.
7. Candidates should produce original photo ID like Aadhar Card/Voter-ID/PAN card or any other Govt. issued Identity proof alongwith original certificates as documentary proof of EQR, age, caste etc. with one set of self-attested copies at the time of document verification / written test failing which they will not be allowed to appear for the test.
8. The candidates must be in good mental and physical health condition for efficient discharge of their duties. The candidates shortlisted provisionally for selection may be subjected to a medical examination by the appointing/competent authority before the offer of appointment is issued. If the candidate is found medically unfit, he/she will not be issued with offer of appointment. For candidates of PwBD category, the medical standards will be as per Govt. of India rules.
9. Relaxation in age allowed to candidates only if they apply under the appropriate category. Relaxation in upper age limit is allowed to candidates belonging to ExSM/PwBD category and serving Central Government civilian employee with three years regular and continuous service as per Govt. of India rules.
10. Candidates seeking reservation as OBC (Non-Creamy Layer only) should upload and produce caste certificate in the **prescribed proforma from the competent authority** clearly

indicating the candidate's caste, the Act/Order under which the caste is recognized as OBC (Non-Creamy Layer) and the village/town the candidate is ordinarily a resident of (Refer annexure for prescribed OBC certificate format (Non-Creamy Layer)).

11. Candidates claiming to belong to OBC (Non-creamy layer) should also note that the name of their caste (including its spellings) as indicated in their certificates, should be the same as published in the list notified by the Central Government from time to time. A certificate containing any variation in the caste name will not be accepted.

12. In addition to OBC certificate, candidates should also upload and produce a declaration (format as per annexure) that he/she does not belong to creamy layer on the crucial date as mentioned in the advertisement.

13. A Candidate will be eligible to get the benefit of community reservation only in case the particular caste, to which he/she belongs, is included in the list of reserved communities issued by the Central Government for appointment to posts under Government of India.

14. Application of candidates received without OBC certificate copy or the caste mentioned in the application by the candidate is not as per Central Government list, then his/her application will be treated under 'Unreserved' category and his/her claim for age relaxation (if any) will not be entertained.

15. In case of PwBD candidates, relaxation in age-limit shall be applicable irrespective of the fact whether the post is reserved or not, provided the post is identified suitable for persons with disabilities. If a Person with Disability is entitled to age concession by virtue of being a Government Servant, concession to him/her will be admissible either as 'Person with Disability' or as a 'Government Servant' whichever is more beneficial to him/ her.

16. Ex-Servicemen shall be allowed to deduct the full period of actual military service from his actual age and if the resultant age does not exceed the prescribed maximum age by more than three years, he shall be deemed to be within age limits. Candidates applying under Ex-servicemen category must upload and produce a certificate as per Annexure.

17. A Candidate serving in the Armed Forces, who on retirement from service would come under the category of 'Ex-Serviceman', may also apply one year before the completion of the specified term of engagement. All such candidates must submit a certificate issued by the competent authority in the prescribed proforma as per Annexure and an undertaking that his appointment is subject to producing of documentary evidence about his release / retirement / discharge from the armed forces and qualify as an ex-serviceman in terms of rules ibid, also to be submitted as per Annexure.

18. The selected candidates will be required to resign from their previous organization and they will not be permitted to join ADA on deputation basis. Their career will start afresh in ADA from the date of joining ADA and **no fresh weightage will be given** for earlier experience or qualification to claim any benefits and no correspondence on this will be entertained.

19. Candidates need not send hard copy of their applications by post to ADA. However those candidates who are already employed under Central/ State Govt./ Semi Govt./ PSUs/ Autonomous Bodies/ Armed Forces, apart from registration and submission of their application on ADA web site, should also forward their application through proper channel with "No Objection Certificate" from the employer concerned duly indicating their Application registration number to 'Joint Director (A&E)', Aeronautical Development Agency, Vibhuthipura, Marathahalli Post, Bangalore-560 037. Applications forwarded through proper channel should reach ADA on or before the date of **document verification/ written test**. Advance copy of the application received will be treated as provisional only.

20. Selected candidates may be posted anywhere in India if necessary.
21. Selected candidates will be governed by the 'National Pension System' (NPS) applicable to Central Govt. employees appointed on or after 01.01.2004.
22. The number of vacancies indicated may vary and ADA reserves the right to fill up the vacancies partially, not to fill up all or any of the vacancies as advertised.
23. No TA will be paid for attending the written test.
24. ADA reserves the right to relax certain requirements in the case of highly deserving candidates. ADA also reserves the right to select/ reject any candidate at any time during the process of recruitment.
25. Any genuine clarification/ information/ guidance regarding the advertisement or candidate's application etc. may be sent by mail only on admin-hr.ada@gov.in. No mail asking for advice / eligibility for the post will be entertained.
26. The testimonials / document verification and test will be conducted at ADA, Bangalore and ADA may consider separate dates for conducting the document verification and written test. Also depending upon the prevailing situation, candidates may be called for document verification in batches and time slots to avoid over-crowding.
27. Candidates should keep checking ADA web site regularly for any update on the recruitment like exam schedule/ syllabus, date of document verification/written/ test announcement, call letter dispatch /download etc as no further information will be published in the news papers.
28. **Warning - Candidates will be shortlisted for the Test based on the information provided by them in their on-line application and the testimonial uploaded by them as documentary evidence in support of their claim/ eligibility for the post. As such, they must ensure that the information provided by them on their age, caste, education, experience etc. is true and correct. If at any stage during or after the process of the selection, any information given by them or any claim made by them in their on-line application / testimonials is found to be false, their candidature will be liable to be rejected and they may also be debarred either permanently or for a specified period by ADA for future selections.**
29. Canvassing in any form will be a disqualification.

(E)

Important : for candidates:

1. Please keep all your marks card / certificates in hand while entering your details in the online application form which will help in easy submission of your application.
2. Please ensure that you have given 'Final Submit & Lock' under level 6 otherwise, your application will not be considered and no application number will be generated for such applications.

Dates to remember

Date of commencement of application registration on ADA website	: 15/02//2023 (1000 hrs) onwards
Closing date of advertisement / Last date for submission of application on ADA web site	: 08/03/2023 (1000 hrs)

Director (Admin & HR)
ADA

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