



SG INDIA

(AN AUTONOMOUS ORGANIZATION)

Central Recruitment & Promotion Department

Corporate Centre: - D-block, Near CGO COMPLEX, New Delhi

The S G INDIA (SG) invites applications in the prescribed format from well qualified and experienced persons for filling up vacancies for year 2019-2020. SG INDIA was established with a view to proper planning and coordinated development and promotion of qualitative improvements of such education in lives of minorities. The Council is a central funded entity with its headquarters in New Delhi and its Regional Offices situated at (Bhopal, Bangalore, Chandigarh, Chennai, Kanpur, Kolkata, Hyderabad, Mumbai and Camp Offices at Guwahati, Thiruvananthapuram and Vadodara).

Advertisement No. SG/2019/02

Opening Date of Application:-28/08/2019

Closing Date of Application:-30/09/2019

Completely filled application forms in pdf or MS word format with all details including application fee to be submitted through e-mail to organization mail **(Director@sgindia.org.in)**

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SL.NO.	Name of the post/ Pay Band (7th CPC)	No. of posts	Max.Age	Educational Qualifications and Experience prescribed for the post
1	Section officer PB-2- 9300- 34800+GP 4800	104	32 YEARS	A. Essential: First class Graduate from recognized University / Institute in India. B. Final Year Students Can Also Apply. Area of posting New Delhi, Bhopal, Bangalore, Chandigarh, Chennai, Kanpur, Kolkata, Hyderabad, Mumbai

2	Management executives PB-2-9300-34800+GP 4800	75	32 YEARS	A. First class Post Graduate/MBA from recognized University / Institute in India. B. Final year students can also apply. Area of posting New Delhi, Bhopal, Bangalore, Chandigarh, Chennai, Kanpur, Kolkata, Hyderabad, Mumbai
3	Deputy Manager PB-2-9300-34800+GP 4800	94	32 YEARS	A. Essential: First class Graduate from recognized University / Institute in India. B. Final Year Students Can Also Apply. Area of posting New Delhi, Bhopal, Bangalore, Chandigarh, Chennai, Kanpur, Kolkata, Hyderabad, Mumbai

The details of the vacancies, pay scale, eligibility criteria are as under:-

Age to be considered as on 1st august 2019.

Reservations of post would be according to government of India norms and procedures.

Note: - Final year students for which graduation/ post-graduation course to be completed up to July 2020.

INSTRUCTIONS AND ADDITIONAL INFORMATION TO CANDIDATES FOR RECRUITMENT BY SELECTION

A. ELIGIBILITY CRITERIA:

- (i) The candidate must be a citizen of India.
- (ii) The educational qualification, age, experience etc. as stipulated in advertisement shall be Determined as on the closing date of submission of application.

2. MINIMUM ESSENTIAL QUALIFICATIONS:

All applicants must fulfil the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts. No enquiry asking for advice as to eligibility will be entertained.

4. APPLICATION FEE:

S.NO.	CATEGORY	TOTAL
1	GEN/OBC/EWS	400/-
2	SC/ST/PH/WOMAN	200/-

- (a) Candidates are required to pay a fee only either by remitting the money in any branch of the IDBI BANK by cash or by using net banking facility or by using visa/master credit/debit card.

BANK DETAILS

BANK NAME----- IDBI BANK

ACCOUNT NAME----- S & G GROUP INDIA

ACCOUNT NUMBER----- 0885102000012449

IFSC CODE----- IBKL0000885

NOTE: - Applicant should note transaction id carefully and fill the same in application form in block letters, wrong filling of transaction id would lead to cancellation of application form.

- (b) Applications without the prescribed fee would not be considered and summarily rejected. No representation against such rejection would be entertained.

- (c) Fee once paid shall not be refunded under any circumstance nor can the fee be held in reserve for any other examination or selection.

5. SELECTION PROCEDURE:

DIFFICULTY LEVEL OF EXAMINATION MAY VARY WITH THE POST HELD.

The selection for Officers will be done through a two tiered process:

Phase-I: Preliminary Examination:

Preliminary Examination consisting of Test for 150 marks will be conducted.

There will be no penalty for wrong answers marked in Objective Tests.

Offline. The test will have of 2 Sections as follows:

Total 150 marks 1 hour

sl.no.	Subject	Marks
1	General Knowledge	100

Tentative month for Preliminary Examination will be updated on official website.

Selection criteria for Interview: Category wise merit list will be drawn on the Basis of the aggregate marks scored in the Preliminary Exam. There will be no Sectional cut-off. Candidates numbering 6 times the numbers of vacancies (approx.) in Each category will be short listed for Main Examination from the top of above merit list. Results of the candidates who qualify for Interview as well as the final select list will be made Available on the website.

Candidates are advised to regularly keep in touch with the official website for details and updates.

6. EXAMINATION CENTERS:

A. The examinations will be conducted offline at venues across many centres in India.
AGARTALA, AHMEDABAD, AIZAWL, ALLAHABAD, AJMER, AURANGABAD, BENGALURU, BAREILLY, BHOPAL, BARODA, CHANDIGARH, CHENNAI, CUTTACK, DEHRADUN, DELHI, DHARWAD, DISPUR, GANGTOK, GUWAHATI, HYDERABAD, IMPHAL, ITANAGAR, JAIPUR, JAMMU, JORHAT, KOCHI, KOHIMA, KOLKATA, KANPUR, LUCKNOW, MYSORE, MANGALORE, MADURAI, MUMBAI, NAGPUR, PANAJI (GOA), PATNA, PORT BLAIR, RAIPUR, RAJKOT, RANCHI, SAMBALPUR, SHILLONG, SHIMLA, SRINAGAR, INDORE, THIRUVANANTHAPURAM, TIRUPATI, UDAIPUR, VARANASI AND VISAKHAPATNAM

B. The centres for the Main Examination will be limited.

New Delhi, Bangalore, Dehradun, Chennai, Kolkata, Hyderabad, Mumbai, Lucknow, Chandigarh,

6. (A) HOW TO APPLY:

Candidates should download application form available on official website, fill up all required details including bank details for application fee.

Forms with incomplete details will be rejected.

1) IMPORTANT : CANDIDATES ARE ADVISED TO FILL THEIR CORRECT CONTACT NUMBER AND ACTIVE E-MAIL ADDRESSES IN THE APPLICATION AS ALL CORRESPONDENCE WILL BE MADE THROUGH E-MAIL ONLY.

2) Candidates who wish to apply for more than one post should apply separately for each post and pay the fee for each post in the prescribed manner.

v) Completely filled application forms in pdf or MS word format with all details including application fee to be submitted through e-mail to

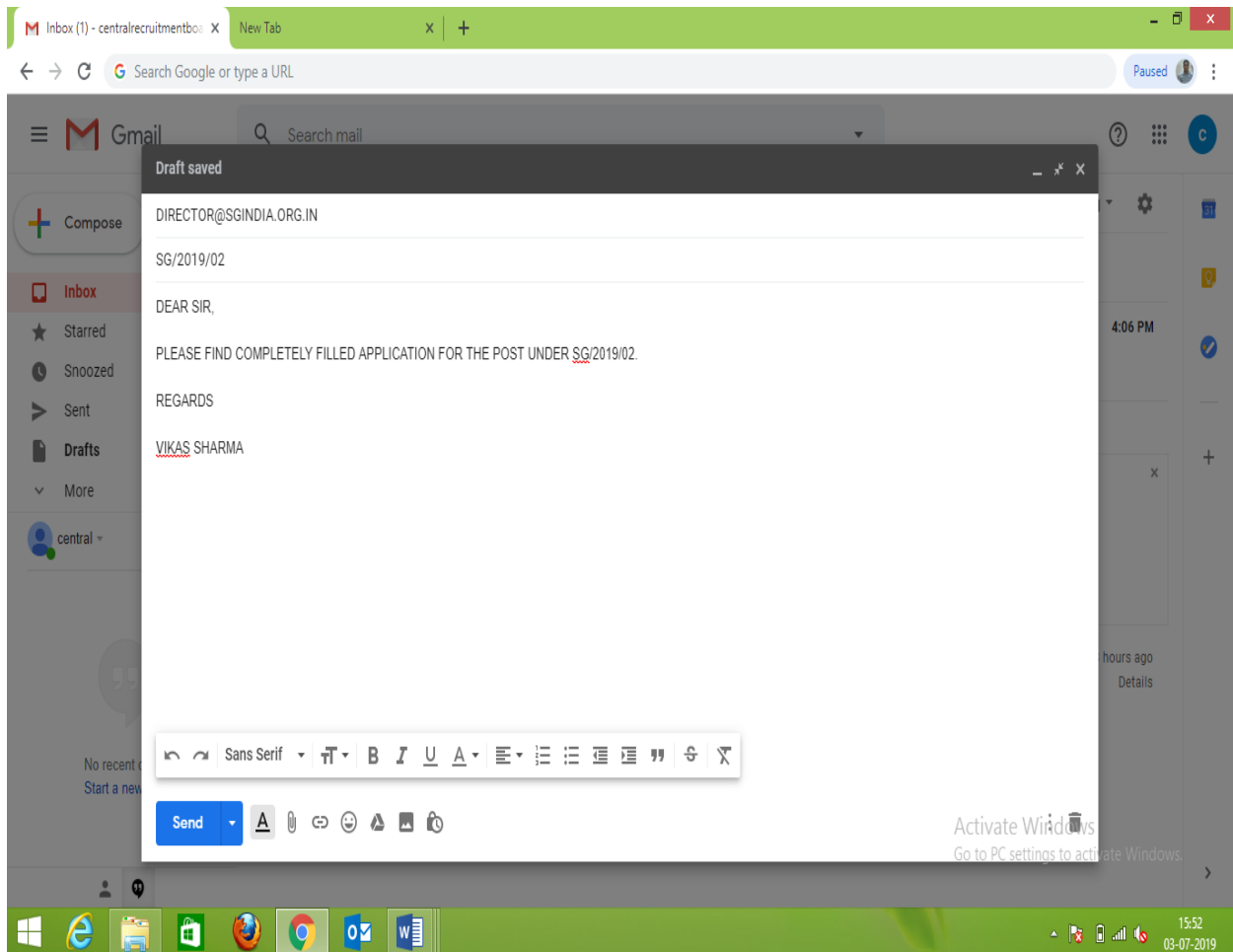
organization mail (Director@sgindia.org.in)

Application for vacancies only to be sent with subject line (SG/2019/02) with attached completely filled application form in pdf or word format (only application form, no other documents)

No other educational documents or caste certificated to be sent at this time of application.

4) Candidates are not required to submit application either by post or by hand the printouts of their online applications or any other document. They will rejected.

Sample copy of email which needs to be sent to organization from applicant can be seen below.



Other Terms and Conditions to be read before filling application form.

- 1. Incomplete / Late Application will be rejected.**
- 2. The last date for receipt of application is 30/09/2019**
- 3. Applications will only be accepted in the prescribed format.**
- 4. The Candidate should have working knowledge of computer programmes such as Internet and e-mail etc. as he would be required to work independently.**
- 5. Only shortlisted candidates will be invited for interview.**
- 6. Number of posts is tentative, may vary and the Council reserves the right to increase or decrease the number of posts and may or may not fill any post(s).**
- 7. A candidate has to submit separate online (E-MAIL) applications, if he/she desires to apply for more than one post.**

8. The candidates short-listed for interview/ test will be informed by e-mail and/or by Post. The Council will not be responsible for any postal delay.

9. Original Educational Qualification, Experience and Caste certificate, etc. should be produced only at the time of interview/test.

10. The decision of the Council in respect of selections shall be final and no correspondence in this regard will be entertained. Canvassing in any type from any source will disqualify the candidature of the applicant.

11. Candidates working in Institutions/Universities/Organization which are private funded are also eligible for applying for any of the posts.

12. DIFFICULTY LEVEL OF EXAMINATION MAY VARY WITH THE POST HELD.

13. Applicant should note transaction id carefully and fill the same in application form in block letters, wrong filling of transaction id would lead to cancellation of application form.

14. Completely filled application forms in pdf or MS word format with all details including application fee to be submitted through e-mail to organization mail

(Director@sgindia.org.in)

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15. for any query or issue regarding filling application forms mail to **contactus@sgindia.org.in.**

16. Candidates are required to pay a fee only either by remitting the money in any branch of the IDBI BANK by cash or by using net banking facility or by using visa/master credit/debit card.

BANK DETAILS

BANK NAME----- IDBI BANK

ACCOUNT NAME----- S & G GROUP INDIA

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**JOINT SECRETARY
V.N. VOHRA**

**Central Recruitment & Promotion Department
MUMBAI-400001**