

The persons serving in the Armed Forces of the Union, who on retirement from service, would come under the category of "Ex-Serviceman" may be permitted to apply for re-employment one year before the completion of the specified terms of engagement and avail themselves of all concessions available to Ex-Servicemen but shall not be permitted to leave the uniform until they complete the specified term of engagement in the Armed Forces of the Union.

NOTE V: Age concession is not admissible to sons, daughters and dependents of Ex-servicemen. **Therefore, such candidates should not indicate their category as Ex-servicemen.**

SELECTION PROCESS:

A) PATTERN OF ONLINE TEST

The online test will comprise of Phase-I and Phase-II exams.

i) **The online exam of Phase-I shall be common irrespective of the post.** The test structure for Phase I Online exam is as follow:-

Sr. No	Name of the Test	No. of Qs.	Max. Marks	Duration (minutes)	Version
1	English Language	30	30	20 minutes	English
2	Reasoning Ability	35	35	20 minutes	Bilingual
3	Numerical Aptitude	35	35	20 minutes	Bilingual
		100	100	60 minutes	

NOTE: - In the Phase-I of online test, the test will be Objective type (Multiple Choice Questions). Each question will carry equal 01 (one) mark. For each wrong answer, there will be negative marking of one-fourth (1/4) of the mark assigned to that question. If a question is left blank, i.e. no answer is marked by the candidate; there will be no negative marking for that question. The marks obtained in Phase-I will not be reckoned in final merit ranking.

ii) Phase-II online exam will comprise of:-

Number of Papers in Phase II		Post code	Post	Note
One Paper Exam	Paper I only	F	AG-III (General)	
		I	AG-III (Depot)	
	Paper III only	E	Typist (Hindi)	
	Paper V only	C	Steno Grade-II	
Two Paper Exam	Paper I and Paper II	A	{JUNIOR ENGINEER (CIVIL ENGINEERING)}	Candidates applying for any ONE of the post code A, B, G and H will appear in Paper-I to be followed by Paper-II.
		B	JUNIOR ENGINEER (ELECTRICAL MECHANICAL)	

			ENGINEERING)	ONLINE TEST for Paper - I & Paper – II shall be held in single sitting only
		G	{AG-III (Accounts)}	
		H	{AG-III (Technical)}	
	Paper III and Paper IV	D	{AG II (Hindi)}	Candidates applying for Post code D will appear in Paper-III to be followed by Paper-IV. ONLINE TEST for Paper - III & Paper-IV shall be held in single sitting only
Note: 1) Paper-I is common for post code A, B, F, G, H and I. 2) Paper-III is common for post code D and E.				

NOTE: -

Paper Type	Number of questions and Marks	Negative marking
Paper – I, Paper – III and Paper-V	120 Multiple Choice Questions will carry equal 01 marks. Paper will carry maximum 120 marks	Candidate should note that there will be negative marking of one fourth of the mark assigned to a question in Phase –II. If a question is left blank, i.e. no answer is marked by the candidate; there will be no negative marking for that question.
Post specific Paper-II (in phase II)	60 Multiple Choice Questions each carrying 02 marks. Paper will carry maximum 120 marks.	
Paper – IV (Subjective)	Two questions each carrying 60 marks. Paper will carry maximum 120 marks.	No negative marking

Paper-I (Duration-90 Minutes):

120 Multiple Choice Questions of **General Aptitude** consisting of **Reasoning/General Intelligence, English Language, Computer Proficiency, General Awareness, Current Events, Data Analysis/Numerical Ability/Data Interpretation** for the Post Code A {Junior Engineer (Civil Engineering)}, B {Junior Engineer (Electrical Engineering)}, C {Junior Engineer (Mechanical Engineering)}, F {AG-III (General)}, G {AG-III (Accounts)}, H {AG - III (Technical)} & I { AG-III (Depot)}.

Paper-II (Duration-60 minutes) :

- 60 Multiple Choice Questions on Civil Engineering, Electrical Engineering and Mechanical Engineering for Candidates applying for the Post Code A {Junior Engineer (Civil Engineering)}, Post Code B {Junior Engineer (Electrical Mechanical Engineering)}, to assess the post specific technical knowledge of relevant stream.
- 60 Multiple Choice Questions on Commerce particularly General Accounting and Finance for candidates applying for the Post Code G {Assistant Grade-III (Accounts)} to assess the post specific technical knowledge of relevant stream.
- 60 Multiple Choice Questions on Agriculture, Botany and Zoology (Group-A) or Agriculture, Chemistry and Physics (Group-B) for candidates applying for the Post Code H {Assistant Grade-III (Technical)} to assess the post specific technical knowledge of relevant stream.

The detailed syllabus for specified technical posts for Paper-II to assess the post specific technical knowledge of relevant stream is as under:

a. Junior Engineer (Civil Engineering) (Post Code A):

Building Materials: Physical and Chemical properties building stones, cement (Portland), Asbestos products, Timber and Wood based Products, laminates, bituminous materials, paints, varnishes etc.

Surveying: Principles of surveying, plane table surveying, theodolite, leveling and contouring, curvature, permanent adjustment of dumpy level, methods of contouring, tachometric survey etc.

Soil Mechanics: void ratio, porosity, saturation, water content, specific gravity of soil grains and unit weights, grain size, Atterberg's limits, soil classification, plasticity chart, permeability, consolidation of soils. Lab tests, moisture content, bearing capacity of soils, plate load test, standard penetration test etc.

Estimating, Costing and Valuation: Estimate, analysis of rates, earthwork, Brick, RCC work shuttering, Painting, Flooring, Plastering flexible pavements, Tube well, isolates and combined footings, Steel Truss, Piles etc.

Transportation Engineering: Types of pavements, pavement materials – aggregates and bitumen, Design of flexible and rigid pavements, bituminous construction, rigid pavement joint, pavement maintenance, Railway Engineering.

Environmental Engineering: Quality of water, purification, distribution, sanitation, sewerage and sewage treatments.

Structural Engineering: Theory of structures, bending moment and shear force diagrams retaining walls, eccentric loads, slope deflection, critical load and columns, torsion etc.

Concrete Technology: Latest technology and uses of concrete, water cement ratio, workability, mix design, placement, compaction, finishing and curing of concrete, quality control of concrete, repair and maintenance of concrete structure etc.

RCC Designs: RCC flexural strength, shear strength, bond strength, design of single reinforced beams, retaining walls, water tanks (RCC design questions may be based on both Limit State method and Working Stress method).

Steel Design: Steel design and construction of steel columns, beams, roof trusses, plate girders.

Construction Management: Construction scheduling Bar Chart, CPM and PERT etc.

b. Junior Engineer (Electrical Mechanical Engineering) (Post Code B):

Basic concepts, Concepts of current, voltage, power, energy and their units, Circuit law, AC Fundamentals, Measurement and measuring instruments, Electrical Machines, Synchronous Machines, Generation, Transmission and Distribution of power in different power stations, Estimation and costing, Utilization of Electrical Energy, Basic Electronics, Theory of Machines and Machine Design, Engineering Mechanics and Strength of Materials, Thermal Engineering, Air standard Cycles for IC engines, Rankine cycle of steam, Air Compressors & their cycles, Boilers Refrigeration cycles, Production Engineering.

c. Assistant Grade-III (Accounts) (Post Code G):

1. Basic Accounting concept including preparation of books of accounts.
2. Taxation including Income Tax and Goods and Services Tax.
3. Auditing: - (a) Auditing concepts and methods, (b) Internal & External audit of companies.

4. Commercial Laws:- (Basic Knowledge) (a) Basics of Contract Act, (b) Basics of Company Act, (c) Basics of Sales of Goods Act, (d) Negotiable Instrument Act
5. Basic of Computers: (a) Operating System, (b) Browsers, (c) Email, (d) Memory (Internal, External, portable), (e) Chats, (f) Office (Word, PowerPoint, Excel), (g) Networks

d. Assistant Grade-III (Technical) (Post Code H)

Agriculture:- Statics of Indian Agriculture (Cereals & Pulses), Elementary entomology, Plant Protection, Agricultural Economics.

Botany:- Cell Biology :Tissue , Organ & Organ System, Genetics, Plant Classification, Diversity, Ecology, Life Process: Photosynthesis, Respiration , Circulation, Movement etc, Basics of Biochemistry.

Zoology:- Animal Cell & Tissue, Organ System, Heredity & Variation, Animal Classification, Micro Organism, Insects & Rodents.

Chemistry:- Chemical bonding, Organic Chemistry : Basics of alkanes, alkenes, alkynes, alcohols, aldehydes and acids, Inorganic Chemistry , Chemistry in daily life.

Physics:- Measurements, Basic Physics, Light, Electricity.

The above syllabus for **Agriculture, Botany, Zoology, Chemistry and Physics** is grouped into following two categories:

GROUP A- Agriculture, Botany and Zoology.

GROUP B- Agriculture, Chemistry and Physics.

At the time of filling up of the online application form, the candidate applying for the post of AG-III (Tech) shall have to select any one of the above groups for online examination Paper-II i.e. either Group-A or Group-B in which he/she wishes to appear in the examination. The option once exercised shall be final and no further changes will be allowed under any circumstances.

Paper-III (Duration-90 minutes)

120 Multiple Choice Questions on General Hindi, General English, General Awareness, General Intelligence and Computer Knowledge for candidates applying for Post Code D {Assistant Grade-II (Hindi)}, and Post Code E {Typist (Hindi)}.

Paper-IV (Duration-90 minutes) (Subjective Test):

Translation - 2 Passages, one each from Hindi to English and vice-versa or candidates applying for the Post Code D {Assistant Grade-II (Hindi)}. Each Question will carry 60 marks and the maximum marks for the Paper-IV would be 120. This online test will be subjective type.

Paper-IV for the post of Assistant Grade-II (Hindi) which shall be descriptive in nature, would be conducted online and for appearing in Paper-IV, candidate should be able to use following keyboard layouts:

1. **Inscript**
2. **Remington (GAIL)**

Paper-V (Duration-90 minutes):

120 Multiple Choice Questions on General English, General Awareness, General Intelligence and Computer Knowledge (with specific reference to MS Word and Internet) for candidates applying for the Post Code C {Steno. Grade-II}.

Note-

- i. **Marks obtained in Phase-I online exam will not be reckoned for final merit list. The candidates fifteen times the number of vacancies advertised shall be called for Phase-II examination.**
- ii. The merit of **online** Test for Post Code F and I will be decided on the basis of marks secured in Paper -I **of Phase-II**
- iii. For post code A, B, G and H, the merit will be decided on the basis of combined marks secured in Paper - I & post specific Paper – II of Phase-II.
- iv. Candidates applying for AG-II (Hindi) (Post code-D) will need to take paper III & IV in Phase II. Final selection will be on the basis of combined marks secured by the candidates in both Paper – III and Paper- IV.
- v. Candidates applying for the Post of Typist (Hindi) (Post code-E) will need to take Paper - III in Phase II for Online Test. The final merit for the post of Typist (Hindi) will be decided on the basis of marks secured in Paper-III, subject to qualifying the Skill Test.
- vi. Candidates applying for the Post of Steno. Grade-II (Post code-C) will need to take Paper - V in Phase II for Online Test. The final merit for the post of Steno. Grade-II will be decided on the basis of marks secured in Paper-V, subject to qualifying the Skill Test.
- vii. **All papers in the online examination will be of objective type multiple choice questions only except paper IV for AG-II (Hindi) which will be of subjective type.**
- viii. Online Test will be bilingual i.e. in English and Hindi except for language papers
- ix. **GUIDELINES FOR PERSONS WITH DISABILITIES USING A SCRIBE**
 - a. In accordance with Government of India, Ministry of Social Justice & Empowerment, Department of Empowerment of Persons with Disabilities (Divyangjan) O.M. No. 34- 02/2015-DD-III dated 29th August, 2018 on the subject - Guidelines for conducting written examination for Persons with Benchmark Disabilities, the PwBD candidates eligible for Scribe/ Reader/ Lab Assistant has discretion of opting for his own Scribe/Reader/Lab Assistant or request the Examination body for the same.
 - b. Further as per Para-IV of the said OM, the facility of scribe/reader/lab assistant shall be given only to persons with benchmark disabilities in the category of blindness, locomotors disability (both arm affected-BA) and cerebral palsy, if so desired by the person.

- c. For other category of persons with benchmark disabilities, the provision of scribe/reader/lab assistant can be allowed on production of a certificate to the effect that the person concerned has physical limitation to write and use keyboard, and scribe is essential to write and use keyboard in examination on his behalf, from the Chief Medical Officer/Civil Surgeon/Medical Superintendent of a Government health care institution as per prescribed proforma (**Annexure-G**).
- d. The posts identified suitable in FCI for PwBD candidates have been tabulated at Page No. 7 of the advertisement. As such, facility of scribe/reader/lab assistant can only be provided on production of certificates from the concerned authority in the prescribed proforma as mentioned above.
- e. The candidate opting for bringing his own Scribe/Reader/Lab Assistant, the qualification of the scribe should be one step below the qualification of the candidate taking examination.
- f. In case, subsequently it is found that the qualification of Scribe is not one step below the minimum qualification criteria for the post, the candidature of the candidate shall liable to be summarily rejected.
- g. Accordingly, PwBD candidates appearing in the above examination who are eligible for scribe (as given in Para-b and c above) are advised that in case they need the assistance of Scribe from FCI, they should indicate the same at the time of applying online. Further, such candidates may also visit the FCI Regional Office of the State in which their Examination Centre is situated to meet the scribe **two days** before the examination to check and verify whether the scribe is suitable or not. The address & email ids of FCI Regional Offices are available on FCI website i.e. <http://fci.gov.in/contactUs.php>
- h. For eligible PwBD candidates using their own Scribe in the above examination are required to submit 'Scribe Declaration Form (**Annexure-H**) on the day of examination at Examination Venue.
- i. The candidates eligible for scribe will be allowed compensatory time of 20 minutes per hour in the examination on production of requisite certificate as mentioned in Para-d above.
- j. It may be noted that in case candidate does not apply for scribe assistance from FCI at the time of applying online, it will be presumed that he/she does not require scribe from FCI and may arrange for the same on their own.
- k. PwBD candidates taking assistance of a scribe and availing compensatory time will be required to submit requisite certificate as mentioned above at the time of Document Verification failing which their candidature will be liable to be cancelled.

These guidelines are subject to change in terms of GOI guidelines/ clarifications, if any, from time to time.

B) SKILL TEST

- i. Candidates applying for the Post of Typist (Hindi) (Post code-E) will need to take Paper - III in Phase II for Online Test. Thereafter the candidates will undergo a Skill-Test in **typing in Hindi** which will be of qualifying nature. The candidates shall be informed about the venue of skill/typing test through website (www.fci.gov.in). The candidates are advised to keep in touch through the website. The final merit for the post of Typist (Hindi) will be decided on the basis of Paper-III subject to qualifying the Skill Test.

- ii. Candidates applying for the Post of Steno. Grade-II (Post code-C) will need to take Paper - V in Phase II for Online Test. Thereafter the candidates will undergo a Skill-Test in **typing and shorthand** which will be of qualifying nature. The language of Skill Test i.e (Typing, Short Hand) will be in **English**. The candidates shall be informed about the venue of skill/typing test through website (www.fci.gov.in). The candidates are advised to keep in touch through the website. The final merit for the post of Steno. Grade-II will be decided on the basis of Paper-V subject to qualifying the Skill Test.

C) DOCUMENT VERIFICATION

The Online test and skill test (wherever applicable) shall be followed by document verification stage for the candidates provisionally selected on the basis of the merit. The number of Candidates to be called for document verification may be equal to three times the number of advertised vacancies.

IMPORTANT INFORMATION / INSTRUCTIONS:

- 1. A CANDIDATE CAN APPLY IN ANY ONE ZONE ONLY i.e. EITHER NORTH ZONE OR SOUTH ZONE OR EAST ZONE OR WEST ZONE OR NORTH EAST ZONE.** If it is found at any stage that a candidate has applied for two or more Zones his/her candidature shall be summarily cancelled. In case of multiple applications, even within a Zone the candidature shall be summarily cancelled.
- 2. A CANDIDATE CAN APPLY ONLY FOR ANY ONE OF THE POST CODE A, B, C, D, E, F, G, H AND I (WITHIN THE ZONE).**
3. The candidate will be considered for the post applied for, on the basis of his/her merit for the post within the Zone.
4. Further, the candidates are advised to see that Job Description of the above mentioned posts at <http://fci.gov.in/pageDetail.php?view=333> The candidates applying for the posts under Depot, Technical cadres should further note that these are field level posts and the selected candidates are expected to render their services in the Mandis/Procurement Centres, Depots and Godowns of FCI.
5. **DOWNLOAD OF CALL LETTER**
Candidates will have to visit the FCI website (www.fci.gov.in) for downloading call letters for online test. Intimation for downloading call letter will also be sent through email/SMS. Once the candidate clicks the relevant link, he/she can access the window for call letter download. The candidate is required to use (i) Registration Number/Roll Number, (ii) Password/Date of Birth for downloading the call letter. Candidate needs to affix recent recognizable photograph on the call letter preferably the same as provided during registration and appear at the examination centre with (i) Call Letter (ii) Photo Identity Proof as stipulated in Clause-8 below and also specified in the call letter and photocopy of the same Photo Identity Proof as brought in original.
6. The Admit Card for the ONLINE Test indicating the time and venue of examination for each candidate can be downloaded from www.fci.gov.in 15 days prior to the date of examination onwards. Candidates, who are not able to generate their Admit Cards online, should register their grievance at <http://cgrs.ibps.in> at least one week before the date of the examination.