

How to apply

Journeyman online application, step by step.

1

Register



2

Apply online



3

Admit card



Three steps from sign-up to admit card



STEP 1

Register

Create your login with a valid email ID.



STEP 2

Apply online

Fill the form, upload files, pay or submit, then verify and print.
Online applications only.



STEP 3

Admit card

Log in on the due date and download your admit card for the written test.



Apply online only at: <https://jobapply.in/GRSE2026JOURNEYMAN>
Fill in every entry in English only.

Keep these ready before you start



Contact and academic details

A valid email ID and mobile number (both valid for at least a year), plus your personal, education and experience details.



Recent photograph

Not more than 3 weeks old. JPG / JPEG, 50 KB.



Scanned signature

Signed with a black ink pen. JPG / JPEG, 50 KB.



A way to pay, if a fee applies

Debit card, credit card, UPI or net banking details for the fee payment.

Fill in every entry in English only. Scanned documents are listed on the next slide.

Scan your documents as PDFs



Everyone

- Proof of date of birth (Matriculation / 10th certificate)
- Final or provisional Matriculation Certificate, NAC/ NCT Mark Sheet and Certificate, as applicable
- Experience certificates or documents in support of experience, if applicable

Also scan any other document the form asks for.



If it applies to you

- PwD certificate, for Persons with Benchmark Disability
- Discharge / Service Certificate, for ex-servicemen
- Caste certificate in the prescribed format: SC / ST, OBC (NCL)
- Income and asset certificate in the prescribed format: EWS
- Declaration of Non-Creamy Layer status in the prescribed format: OBC (NCL)
- Experience certificate for Ex-Agniveers

Photograph and signature are uploaded as JPG / JPEG images, not PDFs (see Action 2).

Step 1: Register and create your login

- 1 Go to <https://jobapply.in/GRSE2026JOURNEYMAN> and click “Fresh Candidate (Click Here) to Create Log In”
- 2 Fill in your details with a valid email ID, and choose a password you will remember
- 3 Press Submit. An acknowledgement email and a registration confirmation email are sent to you: check and keep them
- 4 Click “Already Registered (Logged In) Candidate (Click Here) to Apply” and log in with Email ID, Post Applied For and Password



Before you submit

- Registration details can't be changed once submitted
- You must have a valid email ID
- Remember the password you set; you need it to log in again

Step 2: Four actions to submit your application



ACTION 1

Fill application

- Personal, qualification, experience and undertaking details
- Click SAVE after each section
- Edit by logging in again



ACTION 2 AND 2A

Upload files

- Photograph and signature (JPG)
- Documents (PDF)
- Then “Save & Proceed to Submit Application”



ACTION 3

Pay or submit

- ₹472 via payment gateway
- SC / ST / PWD / Internal: submit only
- No edits after you submit



ACTION 4

Verify and print

- Paid candidates check payment status
- Print the form with your Application No.

Nothing is stored until you click SAVE. Do it after every section.

Action 1: Fill the form, and **SAVE** as you go



Fill with care

- Your eligibility is screened on what you enter
- Complete Personal Details, Qualification Details, Experience Details and the Qualification Undertaking, in that order



SAVE every section

- Click the **SAVE** button after Personal, Qualification and Experience details
- Information is not saved unless you click **SAVE**



Need to edit?

- Log in again with Email ID, Post Applied For and Password
- Edit the information, then click **SAVE** again
- You can edit only until you submit in Action 3

Note: the information you fill in is not saved unless you click **SAVE.**

Actions 2 and 2A: get the files right

PHOTOGRAPH

50 KB

maximum, JPG / JPEG

- Recent passport-size colour picture
- Light or white background, no harsh shadows
- Eyes clearly visible, no glare on glasses, both ears visible
- No caps, hats or dark glasses; religious headwear is fine if your face is uncovered

SIGNATURE

50 KB

maximum, JPG / JPEG

- Sign on white paper with a black ink pen
- Scan the signature area only, not the page
- It prints on your admit card. A mismatch with your answer sheet or interview signature cancels your candidature

DOCUMENTS

300 KB

maximum, for each PDF

- Every document in the checklist that applies to you
- Age, qualification, experience, disability and other documents asked for
- Then click “Save & Proceed to Submit Application”

Photo and signature go in as JPG / JPEG, 10 KB minimum. Documents go in as PDF, 100 KB minimum.

Action 3: What you pay, and who doesn't

₹472

All other categories

Application fee plus bank charges. Pay through the payment gateway only.

NIL

SC / ST / PWD / Internal

No payment, but you must still submit your application.



Non-refundable

Fee once paid is not refunded under any circumstances.



Designated payment gateway only

Card, net banking or UPI. Other modes are rejected and the fee forfeited.



Locked after payment

Once paid or submitted, you can't change or modify anything.

Pay through the payment gateway in five steps

1

Read the undertaking and accept it

2

Enter your debit card, credit card, net banking or UPI details

3

Once payment is confirmed, you are taken to the final application form

4

You receive an auto-generated Online Application Number

5

Preview the application, print it for your records and keep the Application No. safe



Exempt from the fee? Skip payment. Submit your application, then print the form with its Online Application No.

Action 4: Paid? Verify your payment status

1 Fee-exempt candidates: print the form with your Online Application No.

2 Everyone else: go to <https://jobapply.in/GRSE2026JOURNEYMAN> and click "Already Logged In Candidate (Click Here) to Complete Process"

3 Log in with Email ID, Post Applied For and Password to see your payment status

4 Payment shown as received: your online application is submitted. Print the form

5 Payment not shown: refer your case to GRSE by email with your payment-gateway details



Payment not showing?

- Refer your case to GRSE by email
- Include the payment details from the gateway
- Take the email ID from the official notification; this guide doesn't list it

Step 3: Download and print your admit card



Download

- Based on your application, admit cards for provisionally eligible candidates go up on the website as scheduled
- On the due date, log in again at <https://jobapply.in/GRSE2026JOURNEYMAN>
- A link for the written-test admit card, with the time schedule and venue, will be available



Print and carry

- Take a printout of your admit card
- No valid admit card, no entry to the written test
- Keep checking the website regularly for updates

Six mistakes that sink applications



Forgetting SAVE

Information isn't stored until you click SAVE.



Submitting too early

After you submit or pay, nothing can be edited. Check every entry first.



Paying the wrong way

Only the Axis Bank gateway counts. Other modes are rejected and the fee forfeited.



Wrong file type or size

Photo and signature: JPG, 50 KB max.
Documents: Each PDF, 300 KB max.



Mismatched signature

If it differs in your answer sheet or interview signature, your candidature is cancelled.



Not verifying payment

Log in and check the status. A payment shown as received completes your online application.