

No.B-3/12/XXIV (Part file)
Government of India, Ministry of Communications
Department of Posts, (O/o Senior Manager, Mail Motor Service, New Delhi-110028)

Applicants are invited from the eligible India citizens for the following posts:

Post	Number	Break up						Remarks
		UR	SC	ST	OBC	EWS	ESM	
Staff Car Driver (Ordinary grade) General Central Service Gr.C, Non- Gazetted, Non-Ministerial	09	05	01	Nil	02	01	01	Residual promotion quota vacancies to be filled by direct recruitment.

Vacancy reserved for Ex. Servicemen (ESM) will be filled up from any category and then be adjusted horizontally against respective categories viz. UR/SC/ST/OBC as the case may be depending upon the category to which the selected candidate belongs to, that means the vacancy earmarked for Ex. Servicemen is included within the total vacancies of 09 posts of drivers.

Scale of Pay : Rs.19,900/- to Rs. 63,200 /- (Level-2 in the pay matrix as per 7th CPC).

Last Date of Receipt of Application: Forty five (45) days after the publication of this advertisement in Employment News upto 17:00 Hrs.

1. ELIGIBILITY

(a) **Age Limit:** 18 to 27 year (Relaxable 5yrs for SC & ST, 3yrs for OBC). Relaxable for Govt. Servants up to the age of 40 years in accordance with the instructions or orders issued by the Central Government. Relaxable for Ex-Serviceman up to a maximum of 3 years {8 years for SC/ST and 06 years for OBC} after deduction of the Military Service rendered from the actual age. The crucial date for determining the age limit shall be the closing date of receipt of applications.

(b) **Educational & other qualifications:**

- i. Possession of a valid driving license for light and heavy Motors vehicles.
- ii. Knowledge of Motor Mechanism (candidate should be able to remove minor defects in vehicle)
- iii. Experience of driving light and heavy Motor vehicle at least three years.
- iv. Pass in 10th standard from a recognized Board or Institute.

(c) **Desirable qualification** : Three years service as Home guard or Civil Volunteers.

(d) **Period of Probation** : Two years.

(e) **Method of recruitment** : **Direct recruitment.**

2. SELECTION

Selection of Driver shall be made on the basis of test as prescribed by Department to assess their competency to drive light and heavy motor vehicles including knowledge of Motor Mechanisms and ability to remove minor defects in vehicle from amongst the candidates possessing the requisite eligibility criteria mentioned above. The date and venue of the tests will be intimated separately to the eligible candidates. No intimation will be sent in respect of other applicants who are not eligible.

Application should be submitted as per format of application enclosed and should be signed by the candidate and accompanied with:-

1. Photocopies of following certificates duly attested by Gazetted officer/self attested:
(i) Proof of date of birth (ii) Educational qualification (iii) Driving experience certificate as intimated at Sl.No.1(b)(iii), (iv) SC/ST/OBC/ESM certificate issued by competent authority (v) Driving License, (vi) Technical qualification.
2. Two copies of recent passport size photographs attested by Gazetted officer / self attested. One should be pasted on the application form and the other should be attached with the application form.

The applications information/ enclosures should be sent in an appropriate size of thick paper envelope clearly inscribing on the cover as "Application for the post of Staff Car Driver (Direct Recruitment) at MMS Delhi " through Speed Post/Register Post only and addressed to "The Senior Manager , Mail Motor Service, C-121,Naraina Industrial Area phase-I, Naraina, New Delhi -110028. Application sent by courier or any other transmission will not be entertained/considered. Application without complete information or without requisite documents duly attested by Gazetted officer/self-attested will be rejected straight way without any notice or information. No TA-DA will be paid for test. Candidate will be selected on the basis of qualification, experience & skill test and merely possessing minimum qualification will not vest any right to the candidate to call for test. The requisite details with regards to age limit, eligibility qualification, experience, application format, syllabus and other terms & conditions are available on the website 'www.indiapost.gov.in'.

Encl: Format / Form of Application.


Senior Manager

Mail Motor Service, New Delhi-110028

Copy to,

1. PMG, Delhi Circle, O/o CPMG, New Delhi-110001.
2. AD (Rectt), O/o CPMG, New Delhi-110001. To upload notification on official website of Delhi Circle.
3. GM, CEPT, Mysure for uploading notification on departmental website.

APPLICATION FORM FOR THE POST OF STAFF CAR DRIVER
(DIRECT RECRUITMENT AT MMS, DELHI)

Passport size
 photograph duly
 attested by Gazetted
 officer/ self attested to
 be pasted here.

1	Full name (In Block letters)				
2	Father's full name (In Block letters)				
3	Post applied for				
4	Permanent Address				
5	Correspondence Address with Valid Email ID				
6	Nationality				
7	Date of Birth (in figures & Words) (Proof to be enclosed)	Date	Month	Year	In words-
8	Age as on closing date of receipt of application (i.e. 45 days after the publication of the advertisement in Emp. News Paper)				
9	Community / Category (UR/SC/ST/OBC/EWS/ESM/etc.)				
10	Details of educational qualification				
11	Issue of Driving license details with validity (LMV & HMV separately)	HMV	Issued on	Valid upto	
		LMV	Issued on	Valid upto	
12	Driving experience period (LMV & HMV)	HMV	From	Up to	
		LMV	From	Up to	
13	Technical qualification, if any				
14	Details of Home Guard Service	From			To
15	Any other relevant information				

I hereby declare that the information provided is True, Valid and Authentic.

Date :

Place :

Signature of applicant