

MINISTRY OF COMMUNICATION & IT
DEPARTMENT OF POSTS, INDIA
O/o THE SENIOR MANAGER, MAIL MOTOR SERVICE, 134-A, S. K. AHIRE MARG, WORLI,
MUMBAI-400018.

No. DMS-B/2-8/Driver Rectt. /XXIX/2018/172

Dated 13.02.2020

APPLICATIONS ARE INVITED FROM THE ELIGIBLE INDIAN CITIZENS FOR THE POSTS OF STAFF CAR DRIVER (ORDINARY GRADE) (GENERAL CENTRAL SERVICE, GR.C, NON-GAZETTED, NON-MINISTERIAL).

Details of Posts

| Name of the Division to which posts belongs | Number of Vacancies | BREAK-UP | | | | | | Name of the Division to whom the application address to |
|---|---------------------|----------|-----|-----|-----|-----|-----|---|
| | | UR | EWS | SC | ST | OBC | ESM | |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) |
| Senior Manager, Mail Motor Service, Mumbai | 10* | 04 | 01 | 01 | 01 | 03 | 01 | The Senior Manager, Mail Motor Service, 134-A, S. K. Ahire Marg, Worli, Mumbai-400018 |
| Sr. Supdt. Of Post Offices, Goa | 01 | 01 | --- | --- | --- | --- | --- | The Sr. Supdt. Of Post Offices, Goa Division, Mapusa-403507. |
| Sr. Supdt. Of Post Offices, Sangli | 01 | 01 | --- | --- | --- | --- | --- | The Sr. Supdt. Of Post Offices, Sangli Division, Sangli-416416 |
| Supdt. Of Post Offices, Ratnagiri | 01 | 01 | --- | --- | --- | --- | --- | The Supdt. Of Post Offices, Ratnagiri Division, Ratnagiri-415612 |
| Supdt. Of Post Offices Sindhudurg | 01 | 01 | --- | --- | --- | --- | --- | The Supdt. Of Post Offices, Sindhudurg Division, Sindhudurnagari-416812 |

*10 Vacancies (MMS Mumbai- 05, MMS Goa-03, MMS Kolhapur-02). Vacancy reserved for Ex-Serviceman (ESM) will be filled up from any category and then be adjusted horizontally against respective categories viz UR/EWS/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-serviceman is included within the total vacancies.

SCALE OF PAY OF STAFF CAR DRIVER

: Rs, 19900/-(Level 2 in the pay Matrix as per 7th CPC)

PERIOD OF PROBATION

: Two years for direct recruits.

LAST DATE FOR RECEIPT OF APPLICATION : **On or before 30.03.2020 by 1700 Hours.**

1. Eligibility:

a) Age Limit for direct recruits: 18 to 27 yrs [Relaxable 5 yrs for SC & ST, 3 yrs for OBC, for Government Servants upto 40 yrs in accordance with the instructions or orders issued by Central Government and for Ex- Serviceman upto a maximum of 3 years [08 (3+ 5) years for SC & ST and 06 (3+3) years for OBC] after deduction of the Military Service rendered from the actual age]. The caste certificate submitted in the prescribed format for appointment to posts under the Government of India will be considered for availing age relaxation under SC/ST/OBC/ESM.

The crucial date for determining age limit is 30.03.2020.

b) Educational & Other qualifications for direct recruits:

- (i) Possession of a valid driving licence for light & heavy motor vehicles.
- (ii) Knowledge of Motor Mechanism (The candidate should be able to remove minor defects in vehicle)
- (iii) Experience of driving light & heavy motor vehicle for at least three years.
- (iv) **Pass in 10th Standard** from a recognized Board or Institute. And

c) Desirable qualification: Three years' service as Home Guard or Civil Volunteers.

2. Method of Selection:

Selection of Driver shall be made on the basis of driving test to assess their competency to drive light and heavy motor vehicles, 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.

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Application should be submitted giving the following bio-data:

(i) Full name (In block letters) (ii) Father's full name (iii) Post Applied for (iv) Permanent Address (v) Address for correspondence With Pin code (vi) Citizenship :Indian/Others (Tick) (vii) Date of Birth (By Christian Era) (viii) Age as on 30.03.2020 (ix) Reservation Category :UR/EWS/SC/ST/OBC(non-creamy layer) (x) Category : Ex-serviceman /Others (Tick) (xi) Educational Qualification (xii) Issue of Driving License details with validity:(LMV & HMV separately) (xiii) Driving experience period:(LMV & HMV separately) (xiv) Home Guard service (xv) Any other relevant information (xvi) photo self attested by the candidate.

Application must be signed by the candidate and accompanied with-


1. Photocopies of the following certificates self attested by the candidate i) Age proof, ii) Educational Qualification as indicated at SI 1(b)(iv), iii) Driving experience certificate as indicated at SI 1(b)(iii), iv) Driving License/License Extract as indicated at 1 (b) (i) v) EWS/ST/SC/OBC/ESM certificate issued by Competent Authority in the prescribed format for appointment to posts under the Government of India. vi) Form of certificate to be produced Other Backward Classes (non creamy layer) applying for appointment to posts under the Government of India in form-9.

Candidates who wish to be considered against reserved vacancies and / or to seek age relaxation, must be in possession of relevant certificates (EWS/SC/ST/OBC/Non Creamy Layer/ESM etc.) issued by the competent/notified authority (in prescribed format) on or before the cutoff date (closing date of advertisement) otherwise their claim for any category will not be entertained and their applications will be considered against Un-reserved (UR) category vacancies, if eligible otherwise. The candidate has to select that particular category when applying for the post along-with valid certificates. No request for change of category will be entertained at any later stage.

If the applicants desires to apply for more than one Division, the applications may be sent separately to each Division as mentioned in Colum No.(9) of details of posts above. If applications addressed are combined for more than one Division then those applications will not to be considered for any division and applications will be rejected.

Application in prescribed format completed in all respect should be sent **separately to "concerned division as mentioned in Column No.(9) of details of posts above " on or before 30.03.2020 by 1700 Hours through Speed Post/Registered Post only.** Applications received by any other means will be rejected.

The last date of receipt of application is on or **before 30.03.2020 by 1700 Hours.** Application(s) without complete information or without copies of certificates or the applications(s) enclosing copy/ copies of the certificate(s) without self attestation will be rejected straight way without any notice or information. The application format and requisite details with regard to age limit, eligibility qualification/experience, prescribed format of certificate to category EWS/SC/ST/OBC/ESM and other terms and condition are available on the website: 'www.indiapost.gov.in'


Senior Manager
Mail Motor Services,
Worli, Mumbai-400018