

## ANNEXURE -I

**Proforma for application for the post of Driver [Ordinary Grade] on deputation /Absorption through other Ministries of Central Government or re-employment of Armed forces in Uttar Pradesh Circle.**

No.- Rectt/M-12/Staff Car Driver/2023/6/Advertisement-2

**Application form for  
Recruitment of Driver  
(Ordinary Grade) in Uttar  
Pradesh Circle**

Affix self-attested  
recent passport  
size photograph

Also pin up one  
spare photograph

1	Name and postal address [in block letters] with telephone No.								
2	Date of birth [in Christian Era]. Age as on ... ..					DD	MM	YYYY	Age
3	Date of retirement under Central Govt. Rules.								
4	Educational qualifications [Enclose supporting documents duly authenticated by your signature] (Tick the applicable)								
5	a] Do you hold analogous post on the regular basis in the present cadre or department or (please refer OM No. 14017/27/75 Estt.D(Pt.) dated 07.03.1984 (Tick the applicable)					Yes			No
	b] Do you possess three years regular service in the posts in the Pay Matrix Level- 1 Rs.18000-56900 as per the revised seventh Pay Commission [PB- 1 5200-20200+Grade Pay- 1800 under 6 <sup>th</sup> CPC] or equivalent. (Tick the applicable)					Yes			No
	c] Do you possess a valid Driving License? if yes, enclose copy of LMV and HMV? (Tick the applicable)					Yes			No
	d] Do you possess knowledge of Motor Mechanism? (Tick the applicable)					Yes			No
	e] Do you possess the experience of Driving Light and Heavy motor vehicles for at least three years, if yes enclose the relevant documents/Certificates. (Tick the applicable)					Yes			No
	f] Do you possess a desirable qualifications, if yes, please provide the details of three years' service experience as Home Guard/Civil Volunteer. (Tick the applicable)					Yes			No
6	Details of employment in the chronological order [starting from the entry in Central Government Service]. Enclose a separate sheet, duly authenticated by your signature, if the space below is in sufficient.								
	Office/ Designation	Post held with the scale of pay	Period of service		Basic pay & pay scale[pre revised]	Basic pay [revised under 7 <sup>th</sup> CPC]with PB & pay level in the pay matrix			Nature of appointme whether Regular/Adhoc deputation
			From	To					
	1	2	3	4	5	6	7	8	9
7	Nature of present employment, i.e. ad-hoc or temporary or permanent								
8	In case the present employment is held on deputation please state								
	a] The date of initial appointment.								
	b] Period of appointment on deputation.								
	c] Name of the parent office/ organization to which belong to								
9	Are you in the revised scale of pay? If, yes give the date from which the revision took place and indicate the revised scale								
	Date	Pay scale [pre revised]	Basic pay [pre revised]		Date of revision of pay	Revised scale of pay under 7 <sup>th</sup> CPC with PB and level in the pay matrix			Revised Basic pay
10	Total emoluments per month drawn at present					Rs.			

*Sharma*

11	Additional information if any which you would like to mention in support of your suitability for the post.[Enclose a separate sheet if space is insufficient]		
12	Full Postal address of forwarding authority with name & telephone no.		
13	Whether belongs to SC/ST (Please tick whichever is applicable).	SC	ST
14	Have you submitted the caste certificate with the application which may be verified at later stage. If found any omissions/false, candidature will be cancelled. (Tick the applicable)	YES	NO
15	Remarks if any.		

I hereby declare that the information furnished above is True, valid and authentic to the best of knowledge. If noticed any false/deviation in the information, my candidature may be cancelled.

Date:

Place:

Signature of applicant and address

-----



## ANNEXURE -II

[Certificate be furnished by the employer /Head of office/Forwarding authority]

1. Certified that particulars furnished by -----are correct and he possess the requisite educational qualifications and experience mentioned in the vacancy circular.
2. Also certified that:
  - a) There is no vigilance or disciplinary case either is pending /contemplated against Shri/Smt -----
  - b) His /Her integrity is certified.
  - c) His/Her CR Dossier in original is enclosed /photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of undersecretary to the Govt of India or above enclosed [wherever applicable].
  - d) No major/minor penalty was been imposed on him /her during the last 10 years.
  - e) A list of major/minor penalties imposed on him /her during the last 10 years is enclosed.

Signature :  
Name and designation :  
Telephone No :  
Fax No :  
Office seal :

Place :

Dated :

List of enclosure:

- 1.
- 2.
- 3.
- 4.
- 5.

[Strike out which is not applicable]

*Sharma*