

**GOVERNMENT OF INDIA**  
**Ministry of Communications**  
**Department of Post**

**O/o THE SENIOR MANAGER, MAIL MOTOR SERVICE,**  
**134-A, S. K. AHIRE MARG, WORLI, MUMBAI-400018**

**Tel No. 022-24936604, Email Id : mailmotortrafficmumbai@gmail.com**

**No. DMS-8/Tech. Rectt/2024/252      Mumbai      Dated      12.07.2024**

**APPLICATIONS ARE INVITED FROM THE ELIGIBLE INDIAN CITIZEN FOR THE FOLLOWING SELECTION POSTS:**

POST	Trades	No. of Vacancies	Break Up				
			UR	EWS	SC	ST	OBC
<b>Skilled Artisans</b> (General Central Service, Group-C, Non-Gazetted, Non-Ministerial)	Mechanic (Motor Vehicle)	04	02	01*	---	---	01
	Welder	01	---	---	---	---	01
	Tyreman	02	01	---	---	---	01
	Tinsmith	01	---	---	01	---	---
	Painter	01	01	---	---	---	---
	<b>Total</b>		<b>09</b>	<b>04</b>	<b>01</b>	<b>01</b>	<b>---</b>

\*Vacancy reserved for Economically Weaker Sections (EWS) will be filled up from UR category or otherwise as per the instructions/orders issued by Central Government on the subject, if no candidate of EWS found eligible.

**The vacancies notified are subject to change & issuing authority reserves right to modify / cancel the notification without assigning reason.**

**SCALE OF PAY FOR SKILLED ARTISANS : Rs. 19900/- (Level 2 in the pay Matrix as per 7<sup>th</sup> CPC)**

**LAST DATE FOR RECEIPT OF APPLICATION: On or before 10.08.2024 by 17.00 Hours.**

**1. ELIGIBILITY :**

**a) Age Limit for direct recruits:**

18 to 30 years as on 01.07.2024 for UR/EWS [Relaxable 5 years for SC/ST, 3 years for OBC (Non Creamy Layer), for Government Servants upto 40 years (45 years for SC/ST) in accordance with the instructions or orders issued by Central Government. The relevant certificate and caste certificate submitted in the prescribed format for appointment to posts under the Government of India will be considered for availing relaxation under EWS/Govt. Servant/SC/ST/OBC.

**b) Educational & Other qualifications for direct recruits:**


- (i) A Certificate in the respective trade from any Technical Institution recognized by the Govt. OR VIII Std. passed with experience of one year in the respective trade.
- (ii) Candidate who applies for the post of Mechanic (Motor Vehicle) should possess a valid Driving Licence (HMV & LMV) to drive heavy & light Vehicles.

**2. METHOD OF SELECTION :**

Selection of Skilled Artisans shall be made from, amongst the candidates possessing the requisite qualifications and valid driving licence [only for Mechanic (MV)] by means of Competitive Trade Test. The date and venue of the test with syllabus will be intimated separately to the eligible candidates at their correspondence address in Hall Permit. **No intimation will be sent in respect of other applicants who are not eligible.**

- 3. Application should be submitted as per application format attached. Applications which are not in prescribed format will be summarily rejected.**

4. **The successfully selected candidates will undergo a Probation Period of One Year.**
5. **Application must be signed by the candidate and accompanied with-**  
Photocopies of the following certificates **self attested by the candidate.**
- Age proof.
  - Educational Qualification as indicated at Sl 1(b)(i).
  - Technical Qualification as indicated at Sl 1(b)(i).
  - Valid Driving License/licence Extract as indicated at 1 (b) (ii) [in case of Mechanic (MV) only].
  - SC/ST/OBC certificate issued by Competent Authority in the prescribed format for appointment to posts under the Government of India.
  - EWS candidates should submit EWS certificate valid for the year 2024-2025 issued on the basis of annual income for the financial year 2023-24.
  - Trade experience certificate of respective trade/post on company/firm letter head mentioning name, full address with Door No/Pin Code of employer issuing the certificate.
  - Form of certificate to be produced by Other Backward Classes (non creamy layer) applying for appointment to posts under the Government of India in **Form-9**.
6. 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) etc.] issued by 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 Unreserved (UR) category vacancies, if eligible otherwise. The candidate has to select that particular category when applying for the post alongwith valid certificates. No request for change of category will be entertained at any later stage. The candidates who want to claim age relaxation for Government Servant need to submit relevant certificate/document that they have rendered minimum 3 years of regular service as government employee on cutoff date [i.e. last date of submission of application] (**The service should be rendered on same lines or in allied cadres**).
7. The separate application should be sent for **each trade** in separate envelope if applied for more than one trade and the candidate should **superscribe the post applied with trade** on the envelope & application should be addressed to **THE SENIOR MANAGER, MAIL MOTOR SERVICE, 134-A, SUDAM KALU AHIRE MARG, WORLI, MUMBAI-400018** and should be sent through **Speed Post/Registered Post only**. **Applications received by any other means will be rejected and one application for multiple trades will also be rejected.**
8. The last date of receipt of application is **on or before 10/08/2024 by 17.00 Hours**. Application(s) without complete information, without self attested photo or without copies of desired 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 fees of Rs 100/- (non-refundable)** is required to be submitted along with application form in the form of **Indian Postal Order (IPO)** [Exempted for SC/ST/Female candidates]. The **Examination fees of Rs 400/- (IPO)** [non-refundable] is required to be submitted by the **eligible candidates** to whom Hall Permit will be issued **at the time of Trade Test** [Exempted for SC/ST/Female candidates]. The application without application fees of Rs 100/- (other than SC/ST/Female) will be **summarily rejected**.
9. The application format and requisite details with regard to age limit, eligibility qualification/experience, prescribed format of certificate to category EWS/SC/ST/OBC and other terms and conditions are available on the website: **'www.indiapost.gov.in'**

  
**Senior Manager**  
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**Mumbai-400018**