



CSIR-National Metallurgical Laboratory
(Council of Scientific & Industrial Research)
(Burmamines, Jamshedpur, Jharkhand-831007)

Website-<https://www.nml.res.in>

Helpline:Ph.:0657-2345158 email: recruitment2025@admn.nml.in



RECRUITMENT TO THE POST OF DRIVER

CSIR-NML ADVERTISEMENT NO. 06/2025

Date of publication: 19.11.2025

Last date for receipt of duly filled in hardcopy of applications: 18.12.2025
(Thursday (17:45 hours))

CSIR-National Metallurgical Laboratory (CSIR-NML), a constituent Laboratory of the Council of Scientific & Industrial Research (CSIR) which is an Autonomous Body under Ministry of Science & Technology, Government of India, is an R&D organization dedicated to metallurgical and materials engineering research. With its modern and extensive infrastructure and the large spectrum of expertise of its Scientific and Technical manpower, CSIR-NML is primarily engaged in industrially and socially significant research pursuits align with the national interest and demonstration of high quality science.

CSIR-National Metallurgical Laboratory invites applications from eligible and interested Indian citizens for filling up 01 (one) [UR] vacancy in the post of Driver [in Pay Level – 2 of Pay Matrix] {Group ‘C’ (non-gazetted)} as detailed below:

| Post Code | Name of the post | Number of post and reservation | Pay | Essential Qualifications | Upper age limit** | Job description |
|-----------|------------------|--------------------------------|--|--|-------------------|---|
| D-1 | Driver | 01 (UR) | Pay Level – 2 (Rs.19,900-63,200) [Total Emoluments*: Rs. 36,500/-] | (i) Possession of a valid driving license for LMV & HMV. (ii) Knowledge of motor mechanism (The candidate should be able to remove minor defects in vehicle); (iii) Experience of driving a motor car for at least 3 years; and, (iv) Having passed 10 th standard | 27 years | To drive LMV as well as HMV for transporting men and /or materials safely and comfortably and also to keep the vehicle clean, tidy and mechanically roadworthy. |

*Total Emoluments means approximate total emoluments per month on minimum of scale including House Rent Allowance (HRA), Transport Allowance as admissible in ‘Y’ class city, as per rule.

**Kindly see relaxation clause for age relaxation to various categories of candidates.

Note:

1. The Director, CSIR-NML reserves the right to cancel the advertisement without assigning any reason thereof or reserves the right not to fill up the post, if required. The number of vacancies indicated above may vary i.e., it may increase or decrease at the time of actual selection. The selection process is subject to the CSIR/GoI instructions prevalent at a given point of time during various stages of selection process.
2. Apart from the job description in the above table, the Competent Authority, CSIR-NML reserves the right to assign any other tasks(s) as deemed **fit from time to time**. The Driver will have to work in odd hours on any given day(s). The Driver is liable to work in shifts and during holidays also.

Abbreviations: **GoI:** Government of India; **UR:** Unreserved; **LMV:** Light Motor Vehicle; **HMV:** Heavy Motor Vehicle

Crucial date for claim of SC/ST/OBC/EWS/PwBD status or any other benefit viz. fee concession, reservation age-relaxation as well as determining the age, qualifications and experience etc., where not specified otherwise, shall be the last date for receipt of applications.

CSIR-NML strives to have a workforce that reflects gender balance and women candidates are encouraged to apply

Selection Process

Shortlisting of applications: A Committee duly constituted by the Director, CSIR-NML, will shortlist the candidates fulfilling the qualifications (s), terms and conditions of this advertisement. The Committee will adopt its own criteria for short listing the candidates to call them for further stage of recruitment process.

Skill Test: The candidates as shortlisted by the Committee will be called for Skill Test which is qualifying in nature.

Competitive Written Test: Those who qualify the Skill Test will be called for Competitive Written Examination.

Scheme and Syllabus of Competitive Written Examination:

| | |
|-------------------------------|---|
| Mode of Examination | OMR based or Computer based Objective Type Multiple Choice Examination |
| Medium of Questions | The questions will be set in both Hindi and English except the question on English language |
| Standard of Exam | Class 10 th |
| Total No. of questions | 100 |
| Total time allotted | 90 minutes |

Syllabus of Competitive Written Examination:

| Subject | No. of Questions | Maximum Marks | Negative Marks |
|-----------------------|------------------|--|--|
| General Intelligence | 25 | 75 (Three marks for every correct answer) | One negative mark for every wrong answer |
| Quantitative Aptitude | 25 | 75 (Three marks for every correct answer) | One negative mark for every wrong answer |
| General Awareness | 25 | 75 (Three marks for every correct answer) | One negative mark for every wrong answer |
| English Language | 25 | 75 (Three marks for every correct answer) | One negative mark for every wrong answer |

Evaluation of Papers and Final merit list: The final merit list will be prepared on the basis of the performance of the candidates in the Competitive Written Examination. The threshold for shortlisting / selection during each stage of selection process will be decided by the Competent Authority, CSIR-NML which will be binding on all the candidates.

Following Methodology for resolution of tie cases wherever two or more candidates have secured equal aggregated marks for the posts of Driver will be treated in order of precedence till tie is resolve:

- Candidate with lesser negative marks, in the Competitive Written Examination, will be placed higher;
- Date of Birth, with older candidate placed higher;
- Candidate acquiring minimum education qualification earlier, placed higher;
- Alphabetical order in which first names of the candidates appear.

The Centre, date and time for Skill Test as well as for Competitive Examination shall be intimated to all the applicants through CSIR-NML web site and e-mail to the e-mail IDs mentioned by the candidates in their respective application forms, well in time.

General Information and Conditions

1. Benefits under Council Service:

- All New Entrants will be governed by the "New Pension Scheme" based on defined Contributions for new entrants recruited in Central Government Services on or after 01.01.2004, as adopted by CSIR for its employees. The entitlement of pension, if any, at CSIR / CSIR-NML under a particular pension scheme of Government of India, in case of persons selected from other Government Departments/Autonomous Bodies/Public Sector Undertakings/Central Universities, will be regulated as per the provisions of CCS (Pension), Rules, 1972 (now-2021).
- The post carries usual allowance i.e., Dearness Allowance (DA), House Rent Allowance (HRA), Transport Allowance (TA) etc. as admissible to the Central Government employees and as made applicable to CSIR. Council employees are also eligible for accommodation of

their entitled type as per CSIR Residence Allotment Rules-2022 depending on availability in that case HRA will not be admissible. The selected candidate will have to stay in CSIR-NML staff quarters, in case the Competent Authority, CSIR-NML desires for so.

- C. In addition to the emoluments indicated above, benefits such as reimbursement of Medical Expenses, Leave Travel Concession, Computer Advance and House Building Advance are available as per CSIR rules.
- D. The normal place of posting is CSIR-NML, Jamshedpur including its centre located in Chennai. However, the appointee can be posted to work in any Section/Division in any of Laboratories / Institutes of CSIR including their field centres/regional centres in any part of India on the discretion of the Competent Authority, CSIR-NML.
- E. CSIR provides career advancement as per rules applicable to this post under Isolated category.
- F. The appointment to the post shall be governed by the provisions of the Central Civil Services (Conduct) Rules, 1964, Central Civil Services (Classification, Control and Appeal) Rules, 1965, as amended from time to time and other service rules, to the extent made applicable to the Council Servant and decision of CSIR on their applicability shall be final and binding.

2. Other Conditions:

- A. The applicant must be a citizen of India.
- B. All applicants must possess the essential qualification of the post and fulfil other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down for the post which is compulsory even if a candidate has some other higher qualifications. **Enquiries asking for advice regarding eligibility will not be entertained.**
- C. **The experience of driving of motor car for at least three years must have been acquired after obtaining the valid Driving Licence.**
- D. The candidate should, mention in the application all the qualifications and experience, if any, in the relevant area supported by documents and ensure that all details are in full and accurate.
- E. The Competent Authority, CSIR-NML has the right to amend, delete or add terms & conditions to this advertisement.
- F. In respect of the equivalent clause, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order/letter in this regard, indicating the Authority (with number and date) under which it has been so treated otherwise the application is liable to be rejected. The decision of the CSIR-NML/ CSIR with regard to equivalence of qualification(s) and about recognition of Universities / Institutes / Boards / Councils shall be final and binding.
- G. If any document/certificate furnished is in a language other than Hindi or English, a transcript of the same either in Hindi or English, duly attested by a Gazetted Officer or Notary is to be submitted also with Application Form.

- H. Date of Birth filled by the candidate in the Application Form must match with the date recorded in Matriculation / Secondary School Certificate. Subsequent request for change in date of birth will not be entertained.
- I. Candidate shall not be reimbursed / paid any Travelling Allowance / Daily Allowance for appearing in Skill Test and / or Competitive Written Examination.
- J. The decision of CSIR-NML/CSIR in all matters relating to eligibility, acceptance or rejection of applications, mode of selection and conduct of examination, venue, date and time of test(s) will be final and binding on the candidates. No enquiry or correspondence will be entertained in this connection from any individual or agency on behalf of the candidate.
- K. **Canvassing in any form and/or bringing any influence, political or otherwise will be treated as a disqualification for the post.**
- L. The selected candidate will be on **probation for two years** from the date of taking over the charge of the post. The probationary period may be extended or curtailed at the discretion of the Competent Authority, CSIR-NML.
- M. Applicants must disclose as to whether any of their close or blood relatives are employees of CSIR-NML or CSIR or any other Laboratory/Institute of CSIR, in the Application Form.
- N. Disqualifications: No person, (a) who has entered into, or contracted a marriage with a person having a spouse living; or (b) who, having a spouse living has entered into, or contracted a marriage with any person shall be eligible for appointment to the council service provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from operation of this rule.
- O. Provisional candidature: Mere applying for the post against this advertisement does not necessarily amount to, either explicitly or implicitly, selection being actually made. The candidature for Skill Test as well as for Competitive Written Examination will be accepted only provisionally. The selection will be subject to fulfilling all the terms & conditions of the selection process and satisfying all the CSIR / Government of India instructions prevalent at a given point of time during various stages of selection process.
- P. Any further information regarding this advertisement like date, time and venue of tests, addendum/corrigendum or any variation in number of post/cancellation of post etc., will only be made available through CSIR-NML website <https://nml.res.in> Therefore, candidates are advised to keep visiting regularly the website <https://nml.res.in>.
- Q. In case of any variation in Hindi version and English version of this advertisement, the English version shall prevail.
- R. **NO INTERIM ENQUIRY OR CORRESPONDENCE WILL BE ENTERTAINED.**

3. Age Limit & Relaxations:

- A. The upper age limit for the post is 27 years as on the last date of receipt of duly filled in Application Form in CSIR-NML.
- B. Age relaxation for Widows, Divorced Women and Women judicially separated from Husbands who are not remarried: the upper age limit is relaxable up to the age of 35 years. The persons claiming age relaxation under this sub-para would be required to submit following documents along with Application Form:

- I. In case of Widow: Death Certificate of her husband together with an Affidavit that she has not remarried since;
- II. In case of divorced Women and Women judicially separated from their husbands: A certified copy of the judgement / decree of the appropriate Court to prove the fact of divorce or the judicial separation, as the case may be, with an affidavit in respect of divorced Women that they have not remarried since.

C. Concession / relaxation to Persons with Benchmark Disability (PwBD)

1. The post is not identified suitable for the Persons with Benchmark Disability.
2. The appointment in this post will be subject to the selected candidate being found medically fit in accordance with the standards of medical fitness as prescribed/decided by the Government of India / CSIR/CSIR-NML for such post.

D. Concession / relaxation in case of ex-servicemen

1. Relaxation in upper age limit is available to ex-servicemen: 03 years after deduction of the military service rendered from the actual age as on last date of receipt of duly filled in Application Form in CSIR-NML.
2. Ex-Servicemen who have already secured employment in civil side under Government in Group C &/or D posts on regular basis after availing of the benefits of reservation given to ex-servicemen for their re-employment are not eligible for fee concession.
3. The period of "Call up Service" of an Ex-serviceman in the Armed Forces shall also be treated as service rendered in the Armed Forces for purpose of age relaxation as per rules.
4. For any serviceman of the three Armed Forces of the Union to be treated as Ex-Serviceman for the purpose of securing the benefits of reservation, he/she must have already acquired, at the relevant time of submitting his/her application for the Post/Service the status of ex-servicemen or is in a position to establish his/her acquired entitlement by documentary evidence from the Competent Authority that he /she would complete specified term of engagement from the Armed Forces within the stipulated period of one year from the last date of receipt of duly filled in Application Form in CSIR-NML. Such candidates must also acquire the status of an ex-serviceman within the stipulated period of one year from the closing date of receipt of application.
5. The term ex-servicemen will apply to the persons who are defined as ex-servicemen in the Ex-servicemen (Re-employment in Civil Service and Posts) Rules, 1979, as amended from time to time and the instructions issued by the Government vide DoP&T OM No. 36012/3/2021-Estt. (Res.II) dated 27.02.2023, which provides, inter-alia, as under: - "Candidates working in the Armed Forces would become eligible for applying Civil posts only when he completes the prescribed period of Armed Forces Service within a year from the last date of receiving application in connection with Special Recruitment/Examination, etc., prescribed by the Competent Authority. Provided, when selection process takes more than one year, from the last date of receiving of applications, the candidate will not be declared ineligible under Ex-servicemen category only on the ground that he has got himself released from Armed forces after one year from the last date of receiving of application." Such candidates are also required to be in possession of the prescribed certificate and the Undertaking (as at Annexure-II and III of this advertisement), by the last date of receipt of duly filled in Application Form in CSIR-NML.

6. Explanation: An “ex-serviceman” means a person:

- 6.1. Who has served in any rank whether as a combatant or non-combatant in the Regular Army, Navy or Air Force of the Indian Union; and (i) who either has been retired or relieved or discharged from such service whether at his own request or being relieved by the employer after earning his pension; or (ii) who has been relieved from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; or (iii). who has been released from such service as a result of reduction in establishment; or
- 6.2. Who has been released from such service after completing the specific period of engagement, otherwise than at his own request, or by way of dismissal, or discharge on account of misconduct or inefficiency and has been given a gratuity, and includes personnel of the Territorial Army namely, pension holders for continuous embodies service or broken spells of qualifying service; or
- 6.3. Personnel of the Army Postal Service who are part of Regular Army and retired from the Army Postal Service without reversion to their parent service with pension, or are released from the Army Postal service on medical grounds attributable to or aggravated by military service or circumstance beyond their control and awarded medial or other disability pension; or
- 6.4. Personnel, who were on deputation in Army Postal Service for more than six months prior to the 14th April, 1987; or
- 6.5. Gallantry award winners of the Armed forces in including personnel of Territorial Army; or
- 6.6. Ex-recruits boarded out or relieved on medical ground and granted medical disability pension. A matriculate Ex-Serviceman (Which includes an Ex-Serviceman, who has obtained the Indian Army Special Certificate of education or corresponding certificate in the Navy or the Air Force), who has put in not less than 15 years of service as on closing date of receipt of applications with the Armed Forces of the Union shall be considered eligible for appointment to the Group “C” posts against posts reserved for ESM only. Thus, those matriculate Ex-Servicemen who have not completed 15 years of service as on the closing date for receipt of applications are not eligible for these posts.
7. Ex-servicemen candidates are required to submit a copy of the certificate in the prescribed format signed by the specified authority valid for appointment of posts under the Central Government, along with the Application Form. The original certificates are to be produced as and when asked for by the Competent Authority, CSIR-NML for verification. The candidature/ appointment of the candidate shall remain provisional till the veracity of this certificate is established.

E. Relaxations are permissible in upper age limit to any other categories as per instruction of GoI/CSIR.

4. How to Apply:

- A. Eligible and interested candidates are required to fill up the hard copy of the Application Form attached with this advertisement. No other mode of application will be considered.**
- B. The application form is attached as Annexure-A to this advertisement which is required to be filled in by the applicant in his/her own handwriting. One Recent Passport size colour photograph must also be affixed at the designated place and signed across by the candidate in the application form. The photograph must not be more than three months old.**
- C. Candidates are required to pay **application fee of Rs.500/-** (five hundred only) by clicking the link through [SB Collect](#) (kindly click on SBI Collect for online payment) → (Govt/PSU/Courts → DIRECTOR NML → Payment Category → Application fee → Type of Application → Regular Appointment]. The candidates belonging to SC/ST/PwBD/Women/CSIR Employees are exempted from payment of application fee. Those Ex-servicemen are also exempted who have not availed benefit of reservation available to ex-servicemen for securing employment in any other Government Department / PSU / Autonomous Body / Local Body etc. After making fee payment, the receipt generated must be preserved for future reference.
- D. Fee once paid will not be refunded on any account nor can it be held in reserve for any other recruitment or selection process.
- E. Only a single application will be entertained from each candidate. IN CASE A CANDIDATE SUBMITS MULTIPLE APPLICATIONS, ONLY THE LATEST DULY FILLED IN APPLICATION WILL BE CONSIDERED.
- F. Candidates should specifically note that the application received after the last date for any reason whatsoever (such as envelopes wrongly addressed, delivered elsewhere, postal delay etc.) will not be entertained by CSIR-NML.
- G. Incomplete application in any way like without signature, photograph and application fee (if applicable), without self-attested enclosures etc., will not be entertained and will be summarily rejected.
- H. In case of Universities/Institutes/Boards/Councils awarding CGPA/SGPA/OGPA grades etc., candidates are requested to convert the same into percentage based on the formula devised by the concerned University/Institute/Boards/Councils and mention accordingly in online application form at the specified places.
- I. Applications from candidates working in Government Departments /Autonomous Bodies /Public Sector Undertakings / Government Funded Research Agencies will be considered along with NO OBJECTION CERTIFICATE (NOC) from present employers. In case, the candidate could not attach the requisite NOC, he/she can enclose the self-attested copy of the request submitted by her/him to the present employer seeking NOC for her / his application against this advertisement. Such candidates must produce the requisite NOC as and when sought by CSIR-NML failing which his/her candidature will be terminated forthwith. The vigilance clearance should also be recorded in the said NOC.
- J. All further announcements regarding names of shortlisted candidates, date and time of tests etc. /other details pertaining to this recruitment process/updates/corrigendum/addendum etc. will be published/provided only on CSIR-NML official website <https://www.nml.res.in> from time to time.

- K. Application Form duly filled in and signed by the candidates on each page along with the documents mentioned at point 'L' below must be sent in an envelope super scribing **APPLICATION FOR THE POST OF "Driver", POST CODE – D-1 Advertisement No. 06/2025** by Speed Post /Courier only to the following address so as to reach on or before 18.12.2025 [17:45 Hrs.] (Thursday):

**Controller of Administration
CSIR-National Metallurgical Laboratory
Post-Burma mines
Jamshedpur-831007
Jharkhand.**

No other mode of application / receipt of application will be entertained.

L. The following documents are required to be attached along with the application form.

- i. 10th / Matriculation / Secondary certificate & marks sheet
- ii. Driving Licence valid for driving LMV & HMV
- iii. Experience certificate
- iv. Copy of exam fee payment receipt, wherever applicable
- v. Other Educational Qualification Certificate/s, if any
- vi. Order/ letter in respect of equivalent Educational Qualifications claimed, indicating the Authority (with number and date) under which it has been so treated, in respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification.
- vii. Caste/ Category Certificate, if belongs to exempted categories like SC / ST (as per **Annexure-I**)
- viii. For Ex-Servicemen (ExSM):
 - (a) Undertaking as per **Annexure-II**
 - (b) Serving Defence Personnel Certificate as per **Annexure-III**, if applicable
 - (c) Discharge Certificate / PPO, if discharged from the Armed Forces
- ix. Relevant certificate if seeking any age relaxation
- x. No Objection Certificate, in case already employed in Government Department / Government undertakings / Autonomous Bodies / CSIR or its Labs / Institutes/PSU/Local Bodies.
- xi. A candidate who claims change in name after matriculation on marriage or remarriage or divorce, etc. the following documents are also required to be submitted along with online application:
 - (a) In case of marriage of women: Photocopy of Husband's passport showing names of spouses or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from husband and wife along with a joint photograph duly sworn before the Oath Commissioner;
 - (b) In case of re-marriage of women: Divorce Deed/Death certificate, as the case may be, in respect of first spouse; and photocopy of present husband's passport showing names of spouse or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from the husband and wife along with joint photograph duly sworn before the Oath Commissioner;
 - (c) In case of divorce of women: Certified copy of Divorce Decree and Deed Poll/ Affidavit duly sworn before the Oath Commissioner;
 - (d) In other circumstances for change of name for both male and female: Deed Poll/Affidavit duly sworn before the Oath Commissioner and paper cuttings of two

leading daily newspapers in original (One daily newspaper should be of the area of applicant's permanent and present address or nearby area) and Gazette Notification.

6. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT/ USE OF UNFAIR MEANS

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while filling-up the Application Form. At the time of skill test / written examination or in a subsequent selection procedure or even after selection/appointment to the post, if a candidate is (or has been) found guilty of;

- a. Using unfair means; or
- b. Impersonating or procuring impersonation by any person; or
- c. Misbehaving in the examination/ skill test venue or disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of contents of the test(s) or any information therein in whole or part thereof in any form or by any means, verbal or written, electronically or mechanically for any purpose; or
- d. Resorting to any irregular or improper means in connection with his/ her candidature; or
- e. Obtaining support for his/ her candidature by unfair means; or
- f. Carrying mobile phones or similar electronic devices of communication in the examination/ test venue, such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable:
 - (i) to be disqualified from the examination for which he/ she is a candidate
 - (ii) to be debarred either permanently or for a specified period from any examination conducted by the CSIR or its Institute/Labs:
 - (iii) for termination of service, if he/ she already joined in Council service.
- g. The Competent Authority, CSIR-NML may also report the matter to Police/ Investigating Agencies, as deemed fit and the Competent Authority may also take appropriate action to get the matter examined by the authorities/ forensic experts concerned.

Controller of Administration

FORMAT FOR SC/ ST CERTIFICATE

(The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India)

This is to certify that Shri/Shrimati/Kumari* _____
son/daughter _____ of _____ of
village/town* _____ in District/Division * _____ of the
State/Union Territory* _____ belongs to the Caste/Tribes _____ which
is recognized as a Scheduled Castes/Scheduled Tribes* under:-

The Constitution (Scheduled Castes) order, 1950 _____
The Constitution (Scheduled Tribes) order, 1950 _____
The Constitution (Scheduled Castes) Union Territories order, 1951 *
_____ The Constitution (Scheduled Tribes) Union Territories Order,
1951* _____

As amended by the Scheduled Castes and Scheduled Tribes Lists(Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area(Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order(Amendment) Act, 1976.

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956 _____
The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes order (Amendment Act), 1976*.

The Constitution (Dadra and Nagar Haveli) Scheduled Castes order 1962.
The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962@.
The Constitution (Pondicherry) Scheduled Castes Order 1964@
The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967 @
The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968@
The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968 @
The Constitution (Nagaland) Scheduled Tribes Order, 1970 @
The Constitution (Sikkim) Scheduled Castes Order 1978@
The Constitution (Sikkim) Scheduled Tribes Order 1978@
The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989@
The Constitution (SC) orders (Amendment) Act, 1990@
The Constitution (ST) orders (Amendment) Ordinance 1991@
The Constitution (ST) orders (Second Amendment) Act, 1991@
The Constitution (ST) orders (Amendment) Ordinance 1996@
The Scheduled Caste and Scheduled Tribe Orders (Amendment) Act 2002@
The Constitution (Scheduled Caste) Orders(Amendment) Act 2002@
The Constitution(Scheduled Caste and Scheduled Tribe) Orders (Amendment) Act 2002@
The Constitution (Scheduled Caste) Order (Amendment) Act 2007@
%2. Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes certificate issued to Shri/Shrimati _____ Father/mother of

Shri/Shrimati/Kumari* _____ of
village/town* _____ in District/Division* _____ of
the State/Union Territory* _____ who belong to the
_____ Caste/Tribe which is recognized as a Scheduled
Caste/Scheduled Tribe in the State/Union Territory* issued by
the _____ dated _____.

%3. Shri/Shrimati/Kumari and /or * his/her family ordinarily reside(s) in
village/town* _____ of _____
District/Division* _____ of the State/Union Territory of

Signature _____
** Designation _____
(with seal of office)

Place _____
Date _____

* Please delete the words which are not applicable

@ Please quote specific presidential order

% Delete the paragraph which is not applicable.

NOTE: The term ordinarily reside(s) used here will have the same meaning as in
section 20 of the Representation of the People Act, 1950.

**** List of authorities empowered to issue Caste/Tribe Certificates:**

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy
Commissioner/Additional Deputy Commissioner/Dy. Collector/Ist Class
Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant
Commissioner/Taluka Magistrate/Executive Magistrate.
- (ii) Chief Presidency Magistrate/Additional Chief Presidency
Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub-Divisional Officers of the area where the candidate and/or his family
normally resides.

NOTE: ST candidates belonging to Tamil Nadu State should submit caste certificate
ONLY FROM THE REVENUE DIVISIONAL OFFICER.

UNDERTAKING TO BE GIVEN BY THE EX-SERVICEMEN

I, bearing Roll No....., appearing for the Document Verification of the Examination, 20....., do hereby undertake that:

- a. I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen Re-employment in Central Civil Services and Posts Rules, 1979, as amended from time to time.
- b. I have not joined the Government job on civil side (including Public Sector Undertakings, Autonomous Bodies/ Statutory Bodies, Nationalized Banks, etc.) in Group 'C' and 'D' posts on regular basis after availing of the benefits of reservation given to ex-serviceman for re-employment; or
- c. I have availed the benefit of reservation as ex-serviceman for securing Government job on civil side. I have joined ason..... in the office of I hereby undertake that I have submitted the self-declaration/ undertaking to my current employer about date wise detail of the application for the above mentioned examination for which I had applied for before joining the present civil employment; or
- d. I have availed the benefit of reservation as ex-serviceman for securing Government job on civil side. I have joined ason..... in the office of Therefore, I am eligible for age-relaxation only;

I hereby declare that the above statements are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage, my candidature/ appointment is liable to be cancelled/ terminated.

Signature:

Name:

Roll Number:

Date:

Date of appointment in Armed Forces:

Date of Discharge:

Last Unit/ Corps:

Mobile Number:

Email ID:

Annexure – III

Certificate for serving Defence Personnel

I hereby certify that, according to the information available with me (No.) _____ (Rank) _____ (Name) _____ is due to complete the specified term of his engagement with the Armed Forces on the (Date) _____.

(Signature of Commanding Officer)
Office Seal

Place:

Date:

