

GOVERNMENT OF INDIA

DEPARTMENT OF POSTS

O/o THE CHIEF POSTMASTER GENERAL, UTTARAKHAND CIRCLE, DEHRADUN-
248001

No. Rectt./Sports Quota Recruitment/2021

Dated at Dehradun 29-10-2021

DIRECT RECRUITMENT OF MERITORIOUS SPORTSPERSONS TO POSTAL
ASSISTANT/SORTING ASSISTANT, POSTMAN AND MTS (Erstwhile Group 'D') CADRE UNDER
SPORTS QUOTA IN UTTARAKHAND CIRCLE

PROSPECTUS CUM APPLICATION FORM

Applications are invited in the proforma given (Annexure-2) for the Direct Recruitment of meritorious sportspersons from open market UNDER SPORTS QUOTA for filling up the vacancies of the following Group 'C' posts in Uttarakhand Postal Circle:-

- (i) Postal Assistant (PA) in Post Offices
- (ii) Sorting Assistant (SA) in Railway Mail Service (RMS)
- (iii) Postman in Post Offices
- (iv) MTS in Post Offices

The recruitment process will be based on the guidelines issued by the Department of Personnel and Training, Government of India vide Memo no. 14034/01/2013-Estt. (D) dated 03.10.2013 and amendments issued thereafter.

2. **Vacancy Position** : The details of vacancies are given in the **Annexure-1**.

Note: (i) The Department Of Posts reserves the right to revise/cancel the vacancies. The Department Of Posts reserves the right to post the selected candidates to any of the division/unit mentioned in the Annexure-1, depending upon the category of post.

(ii) A candidate will be allocated the cadre and Division/unit on the basis of her/ his merit, order of preference of Division/unit and vacancy available in Division/unit at her/his turn.

(iii) Person with disability (PWD) candidates irrespectively of their merit will be allocated first followed by candidates of other category as per the vacancy available.

(iv) After allocation of cadres and divisions to PWD candidates, remaining candidates will be allocated cadres and divisions in the manner mentioned in (ii) above.

(v) All such candidates who do not give any order of preference or is not allocated to any of Division/unit mentioned in the limited preferences will be allocated cadre and Division/unit subject to availability of vacancy in the Division/unit, after allocation of posts to all other candidates.


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3. **Scale of Pay:**

(a)	Postal Assistant/ Sorting Assistant	Rs.25500/- to Rs 81000/- in Level 4 as per Pay Matrix specified in Part A of Schedule of Central Civil Service (Revised Pay) Rules, 2016 plus admissible allowances.
(b)	Postman	Rs.21700/- to Rs 69100/- in Level 3 as per Pay Matrix specified in Part A of Schedule of Central Civil Service (Revised Pay) Rules, 2016 plus admissible allowances.
(c)	MTS	Rs.18000/- to Rs 56900/- in Level 1 as per Pay Matrix specified in Part A of Schedule of Central Civil Service (Revised Pay) Rules, 2016 plus admissible allowances.

4. **Probation and Training:**

- (a) **Probation** : The candidates selected will be appointed and will be on probation as per rules.
- (b) **Training** : The training will be imparted to the selected candidate as prescribed.

5. **Age limit:** As on **01.01.2021**

S.No.	Post	Age Limit
1.	POSTAL ASSISTANT/SORTING ASSISTANT/POSTMAN	Between 18-27 years (Candidates born not before 02.01.1994 and not later than 01.01.2003) (Relaxable by 3 years for OBC and 5 years for SC/ST) Further relaxable upto a maximum of 05 years as per Note (i) below
2	MTS	Between 18-25 years (Candidates born not before 02.01.1996 and not later than 01.01.2003) (Relaxable by 3 years for OBC and 5 years for SC/ST) Further relaxable upto a maximum of 05 years as per Note (i) below

Note:

- (i) In addition, a special relaxation of upper age limit to a maximum of 5 years for all categories will be admissible. This concession will be available only to those sportspersons who satisfy other eligibility conditions relating to educational qualifications, etc., and furnish a certificate in the form, from an authority as mentioned in item no.9 [Form 1 to 5 are enclosed as Annexure-4] of this notification.
- (ii) The candidates should note that only the date of birth as recorded in the matriculation/secondary examination certificate as on the date of submission of applications will be accepted and no subsequent request for change will be allowed.

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6. **Educational and other qualification required:**

(i) **For Postal /Sorting Assistant :-**

- (a) Must have passed 12th Standard or equivalent examination from a recognized Board or University. In case of the candidate possessing equivalent educational qualification, such candidates shall also produce relevant equivalence certificate from the concerned authorities at the time of submission of the documents. However, the final decision regarding selection of such candidates will be taken by the concerned User Departments/Appointing Authorities.
- (b) The candidates will be required to furnish Basic Computer Training Certificate from a recognised computer training institute before issuance of appointment letter. Computer Training Certificates from Central Government/State Government/University/Boards etc., will also be acceptable for this purpose. This requirement of Basic Computer Knowledge Certificate shall be relaxable in cases where a candidate has studied computer as a subject in matriculation or Class XII or Higher educational qualification and in such cases a separate certificate will not be insisted upon.
- (c) Sports Qualification - as per Para 8 below:

Note: As per Ministry of Human Resource Development Notification dated 10.06.2015 published in Gazette of India, all the degrees/diplomas/certificates awarded through Open and Distance Learning mode of education by the Universities established by an Act of Parliament or State Legislature Institutions Deemed to be Universities under Section 3 of the University Grants Commission Act 1956 and Institutions of National Importance declared under an Act of Parliament stand automatically recognized for the purpose of employment to posts and services under the Central Government provided they have been approved by the Distance Education Bureau, University Grants Commission. Accordingly, unless such degrees are recognized for the relevant period when the candidates acquired the qualification, they will not be accepted for the purpose of Educational Qualification. In case of the candidates possessing equivalent educational qualification, such candidates shall also produce relevant Equivalence Certificate from the concerned authorities at the time of Document Verification. However, final decision regarding selection of such candidates will be taken by the concerned User Departments/Appointing Authorities.

(ii) **For Postman :-**

- (a) 12th standard pass from a recognized Board.
- (b) Knowledge of Local Language (i.e. Hindi). The candidate should have studied local language (i.e. Hindi) at least upto 10th standard.
- (c) The candidates will be required to furnish certificate of Basic Computer Training from a recognized Computer training institute before issuance of appointment letter. Computer Training Certificates from Central

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Government/State Government/University/Boards etc., will also be acceptable for this purpose. This requirement of Basic Computer Knowledge is relaxable in cases where a candidate has studied Computer as a subject in matriculation or Class XII or Higher educational qualification and in such cases a separate certificate will not be insisted upon.

(d) The person appointed to the post of Postman shall acquire a driving license to drive two wheeler or three wheeler or light motor vehicle within a period of two years from the date of his appointment. However, persons with disability shall be exempted from the requirement of driving license.

(e) A candidate not having valid driving license at the time of appointment shall not earn periodical increment in pay till production of such license or for a period of five years from the date of appointment whichever is earlier and after production of such license or expiry of such five years period, pay shall be restored prospectively to the level pay would have reached had the periodical increment in pay was not withheld and no arrears of pay shall be paid for the intervening period.

(f) Sports Qualification - as per Para 8 below.

(ii) **For Multitasking Staff:-**

(a) 10th standard pass from a recognized Board.

(b) Knowledge of Local Language (i.e. Hindi). The candidate should have studied local language (i.e. Hindi) at least upto 10th standard.

(c) Sports Qualification - as per Para 8 below.

Note:

(i) Candidates with higher education are not entitled for any weight-age in the process.

(ii) In case of the candidates possessing equivalent educational qualification, such candidates shall also attach relevant equivalence certificate from the concerned authorities. **The Department Of Posts reserves the right for the final decision in respect of selection of such candidates.**

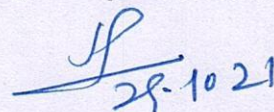
7. **Last date of receipt of application is 22.12.2021**

8. **Sports Qualification (Eligibility Criteria) :**

The candidates with the following qualifications shall be considered meritorious for the purpose of recruitment under sports quota:-

(a) Sportsmen who have represented a State or the Country in the National or International competition in any of the games/sports listed in **Annexure-3** of this notification.

(b) Sportsmen who have represented their University in the inter University tournaments conducted by the Inter-University Sports Boards in any of the games/sports listed in Annexure-3 of this notification.


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(c) Sportsmen who have represented the State Schools Teams in the National games/sports for schools conducted by the All India School Games Federation in any of the games/sports listed in Annexure-3 of this notification.

(d) Sportsmen who have been awarded National Awards in Physical Efficiency under the National Physical Efficiency Drive.

9. The details of the competent authority for awarding certificate are as under:-

Only Certificates awarded by the authorities mentioned hereunder will be taken into account as evidence in support of having participated in any of the above Sports / games while considering eligibility of the applicant. **A candidate who cannot produce self-attested copies of at least one certificate issued by one of the authorities mentioned here under along with application need not apply. List of Authorities competent to award certificates on eligibility for recruitment of sports persons (G.I. deptt of Per.& Trg., OM No.14015/1/76-Estt.(D) Dated 04-08-1980)**

S. N.	Competition	Authority awarding Certificate	Form No. in which certificate is to be awarded (attached)
1	International Competition	Secretary of the National Federation of the Game concerned	1
2	National Competition	Secretary of the National Federation or Secretary of the State Association of the Game concerned	2
3	Inter-University Tournaments	Dean of Sports or other officer in overall charge of Sports of the university concerned	3
4	National/Sports/Game s for Schools	Director or Additional/Joint or Deputy Director in overall charge of Sports/games for schools in the Directorate of Public Instructions/Education of the State	4
5	Physical Efficiency Drive	Secretary or other Officer in overall charge of Physical Efficiency in the Ministry of Education & Social Welfare, Government of India	5

Note : Specimens of the forms 1,2,3,4 and 5 referred to above are given in Annexure-4.

10. Method of Selection:

(a) Selection of candidates will be made on the basis of Sports Qualification subject to fulfilment of other prescribed conditions.

Meritorious Sports Candidates will be selected for appointment based on the instructions contained in the Department of Personnel & Training OM no.14015/1/76-ESTI.(D) dated 04-08-1980 as amended from time to time and consolidated instructions issued by DOPT OM No. 14034/01/2013-Estt.(D) dated 03-10-2013. Various instructions for filling up of vacancies under Sports Quota and

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clarifications thereof issued vide Postal Directorate letter no. 17-07/2017-SPN-I dated 28.09.2020 and of even number dated 06.01.2021 and 24.08.2021 will be adhered to while making appointment of candidates under Sports Quota.

(b) The order of the preference is as under -

- (i) **First preference** to those candidates who have represented the country in an International Competition with the clearance of the Department of Youth Affairs & Sports.
- (ii) **Second preference** will be given to those who have represented a State/U.T. in the Senior or Junior level National Championship organized by the National Sports Federations recognized by Department of Youth Affairs & Sports or National Games organized by Indian Olympics Association and have won medals or positions up to 3rd place. Between the candidates participating in Senior and Junior National Championships/Games, the candidates having participated and won medal in Senior National Championship should be given preference.
- (iii) **Third preference** will be given to those, who have represented a University in an Inter-University competition conducted by Association of Indian Universities/Inter University Sports Board and have won medals or positions upto 3rd place in finals.
- (iv) **Fourth preference** will be given to those, who have represented the State Schools in the National sports/games for Schools conducted by the All-India School Games Federation and have won medals or position upto 3rd place.
- (v) **Fifth preference** will be given to those, who have been awarded National Award in Physical Efficiency under National Physical Efficiency Drive.
- (vi) **Sixth preference** will be given to those, who represented a State/Union Territory/University/State School Teams at the level mentioned in categories (ii) to (iv) above but could not win a medal or position in the same order of preference.

Note 1 : In the event of tie i.e, in case there are candidates with same level of achievement the following criteria will be followed:-

- (i) Those who have secured a higher position or won more than one medal will be given the preference.
- (ii) In case of tie after applying (i) above, date of birth of applicant.
- (iii) In case of tie after applying (i) & (ii), first name of the applicant alphabetical order.

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Note 2 : Participation in individual and team event/item will be given the same preference.

Note 3 : No preference will be given for winning more than one medal/position except in case of a tie as mentioned in para (i) of Note 1.

Note 4 : In case of any doubt about the status of tournament, the matter will be decided by the Department of Personnel & Training in consultation with Department of Sports and Youth Affairs.

Note 5 : Decision of competent authority i.e. Chief Postmaster General, Uttarakhand Circle will be binding on all.

11. Disqualification : No person,-

- (a) who, has entered into or contracted a marriage with a person having spouse living; or
- (b) who, has a spouse living, has entered into or contracted a marriage with any person;
shall be eligible for appointment to the said posts.

Provided that 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 that there are other grounds for so doing, exempt any person from the operation of this rule.

- (c) If it is proved at any stage that the candidate has forwarded incorrect or false information in this regard.

12. Disclaimer:

- (a) In case suitable candidates are not available in any of the above Games/Sports, the Department of Posts reserves the right not to consider such games/sports.
- (b) The Department of Posts reserves the right to cancel this recruitment process without assigning any reason.
- (c) The vacancies notified are subject to change without assigning any reason.
- (d) Success in the proficiency in the game / Ground (field trial) confers no right to appointment unless Department is satisfied after such inquiry as may be considered necessary, that the candidate is suitable in all respect for appointment to the post.

13. SPECIAL INSTRUCTIONS TO THE APPLICANTS:-

ALL THE APPLICATIONS ARE TREATED AS PROVISIONAL

- (a) Candidate must be a citizen of India.
- (b) **The candidates willing to be appointed under Sports Quota may prefer application for one of the identified Sports Discipline. However, in the event of receipt of more than one application from a single candidate for different Sports Disciplines, the application with higher level of sports achievement in the order of preference set out in para 10 (b) above will be considered for appointment and his/her other application(s) will be**

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rejected summarily. Similarly, a sportsperson who represented/ secured position in a particular sport discipline at more than one level may also prefer a single application while mentioning all the sports achievements and enclosing supporting certificates. However, in the event of receipt of more than one application in respect of a single candidate for the same Sport; Discipline, the application with higher level of Sports achievement in the order of preference set out at para 10 (b) above will be considered for appointment and his/her other applications will be rejected summarily.

- (c) **Original certificates should not be submitted.** (The candidates will be required to produce relevant original certificates at the time of verification/appointment).
- (d) Self attested copies of all the required documents and certificates should be sent along with the application. The documents/marks lists/ certificates submitted at a later date will not be entertained.
- (e) If the prescribed/required documents are not submitted along with the application, the application form will be rejected and no request for revival will be considered.
- (f) Applications submitted prior to this notification will not be considered.
- (g) Category certificate for SC/ST/OBC/EWS in the prescribed form (Prescribed for appointment under Government of India) from the Competent Authorities as in Appendix I to III respectively are to be submitted. Certificates submitted in any other form or from authorities not competent to issue the same will be ignored.
- (h) Certificates submitted in any other form other than those provided in Annexures and Appendices or from authorities not competent to issue the same will be rejected.
- (i) The applications complete in all respect should be sent through **Speed Post/ Registered Post only. Those sent through other means, private couriers, by unregistered posts and given by hand shall not be accepted in any case.**
- (j) The candidates on appointment shall be liable for posting at any place in Uttarakhand Circle and they are required to submit an undertaking to that effect before joining.
- (k) Selected candidates shall be required to give an undertaking to the effect that they shall not apply for inter change transfer before rendering regular service for a **minimum period of two years.**
- (l) Self-attested copies of all documents, viz. the date of birth as entered in the Matriculation or Secondary School Leaving Certificates or in a certificate recognized by an Indian University as equivalent to Matriculation or in an extract from a Registrar of Matriculates maintained by a University, (ii) educational qualifications, (iii) sports eligibility certificates, (iv) Best performance proof, (v) Latest performance, (vi) category certificate, if any etc., should invariably accompany the signed application form. Further, self attested latest colored passport size photograph, shall also be pasted on the application form in the space provided for the purpose. **Additional Photo to be pinned to the Application form.**
Applications received without proof of date of birth will be rejected straightway.
- (m) Applications received after due date will not be entertained under any circumstances. Incomplete, unsigned applications or applications without the required annexures will be rejected summarily and no correspondence in the matter will be made with the applicant.
- (n) An application will be rejected at any stage of recruitment process for not having been submitted in the official format/having incomplete information/wrong information/misrepresentation of facts/unsigned/without photographs/without

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- prescribed application fee/not accompanied by self attested copies of required certificates. No correspondence in the matter will be made with the applicant.
- (o) **The Department Of Posts reserves the right either to revise the number of vacancies or to cancel the recruitment, if so warranted and the Department Of Posts will not be liable to return the application fee or pay any compensation on the applicant's application.**
- (p) Applications received complete in all respect will only be considered. The candidate should fill up all the fields of the application form and no column should be left blank.
- (q) **Failure to comply with the instructions/ conditions prescribed in the notification, the application will be rejected and no intimation will be served. No communication in this regard will be entertained.**
- (r) The prospectus along with application form can be downloaded from India Post website i.e. www.indiapost.gov.in. Applications purchased from outside vendors will not be accepted and summarily rejected without assigning any reasons.
- (s) Before submitting the application, the candidate must carefully read the eligibility conditions and satisfy himself/herself that he/she fulfils all the eligibility conditions for the post for which he/she has applied.
- (t) One envelope should contain application of one candidate only.
- (u) Selection of candidates will be made in accordance with the relevant recruitment rules and administrative instructions issued by the Department of Posts and DoPT from time to time.
- (v) Candidate applying for more than one game/event shall submit separate application with complete documents for each game/event in separate cover. Applications for more than one event or more than one candidate received in one cover will be summarily rejected.
- (w) If a candidate has changed his/her name or dropped/added part of his/her name after matriculation/10+2 or he/she has changed name after matriculation etc, proof for the change in name such as affidavit, Gazette notification etc., should be enclosed.
- (x) **Candidates who are already in service have to produce NOC before appointment. An undertaking should be given by the candidate in this regard.**
- (y) Ex servicemen can also apply. However, they will not be given any special preference.
- (z) Application without fees is liable to be rejected straightway. Applications received without original copy of e-payment challan will be rejected straightway.

14. How to Apply:

- (i) The eligible candidates may send their applications in the format as per **Annexure-4**. The application form can be downloaded from the website <https://www.indiapost.gov.in/> under the link:-
"Recruitment of meritorious sportspersons in the cadre of Postal Assistant/Sorting Assistant, Postman and MTS (Erstwhile Group 'D') in Uttarakhand Circle"
- (ii) Duly filled in applications with all attested copies of certificates and enclosures are to be sent to the following address:

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**“The Assistant Postmaster General (Staff)
O/o the Chief Postmaster General, Uttarakhand Circle,
Dehradun-248001”**

By Speed Post or Registered Post only so as to reach the office on or before 22.12.2021

- (iii) Application's Envelope/cover to be super-scribed as-
**"APPLICATION FOR THE POST OF POSTAL ASSISTANT/
SORTING ASSISTANT/POSTMAN/MTS IN UTTARAKHAND CIRCLE
UNDER SPORTS QUOTA
Post(s) Applied For-.....
Sports discipline-..... "**
- (iv) **Application sent through other means, private couriers, unregistered posts, ordinary mail and given by hand will not be accepted.**

15. Payment of Fees

- a. The candidate has to **credit Rs 100 (One hundred only)** through e-payment at any of the computerised post office in India using Challan Form provided alongwith this notification specifying **"DIRECT RECRUITMENT OF MERITORIOUS SPORTS PERSONS TO POSTAL ASSISTANT/SORTING ASSISTANT, POSTMAN AND MTS (Erstwhile Group'D') CADRE UNDER SPORTS QUOTA IN UTTARAKHAND POSTAL CIRCLE"**
- b. Challan for payment of fees at Post Office is appended as Appendix IV to application form which may be filled up and handed over to Post Office for generating fee paid receipt.
- c. The original receipt thereof should be attached/pasted to the application. (as against Column 13)
- d. The application fee paid through any other mode or with lesser amount will not be accepted & all such application will be summarily rejected.
- e. **The last date for payment of application fee at any Post Office is 22.12.2021 and the last date of receipt of application is 22.12.2021**
- f. **The National e-biller ID created by this office for payment of application fee at Post Office is 70143.**
- g. Fee once paid shall not be refunded under any circumstances.

16. Details of Enclosures:

(List of self-attested photo copies of Certificates and documents to be sent along with duly filled/signed application form)

(a)	All Marks Lists/certificates of Educational Qualifications
(b)	Certificate of Basic Computer Training
(c)	Proof in respect of Sports Qualification/achievements
(d)	Proof for Date of Birth

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(e)	Latest Category Certificate in the prescribed form for SC, ST, OBC and EWS candidates issued by competent authorities (Please see Appendix-I, II and III.)
(f)	2 latest identical Pass Port Size photographs (one to be pasted on the application and the other sent pinned to the application form with name and address written on the reverse)
(g)	Duly filled in Application Form itself with signed declaration
(h)	If a candidate has changed his/her name or dropped/added part of his/her name after Matriculation/Higher Secondary/SSC or he/she has changed his/her name after matriculation etc. proof for the change in name such Affidavit, Gazette Notification etc., should be enclosed.
(i)	Certificate of disability in case of PWD candidates.

NOTE: ORIGINAL CERTIFICATES SHOULD NOT BE SENT IN ANY CASE.

17. The application form attached with this prospectus, completed in all respect may be sent to Assistant Postmaster General (Staff) O/o the Chief Postmaster General, Uttarakhand Circle, Dehradun-248001. **The application along with attested copies of requisite certificates should reach on or before 22.12.2021. Applications received after due date are liable to be rejected.**

18. Instructions relating to Submission of Application:-

(a)	Write the required information in English and in Block letters
(b)	One envelope should contain application of one candidate only
(c)	The envelope containing the application must be super-scribed in bold letters as "APPLICATION FOR THE POST OF POSTAL ASSISTANT/SORTING ASSISTANT/POSTMAN/MTS CADRE IN UTTARAKHAND CIRCLE UNDER SPORTS QUOTA".
(d)	Sports Discipline application will be rejected at any stage of recruitment process for not having been submitted in the official format/ having incomplete information/wrong information/misrepresentation of facts/unsigned/without photographs/without prescribed application fee/not accompanied by self attested copies of required certificates.

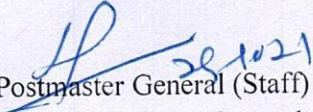
NOTE: Only certificates issued by the competent authorities, for example, the Universities/concerned Boards would be accepted as proof for having possessed the minimum educational qualifications or date of birth. Only the certificates issued by the competent authorities mentioned at para 9 and in the prescribed form in Annexure-2 would be considered.

19. CHECK LIST: Before submission of application, the following points may be checked carefully and be ensured that the corresponding columns are filled correctly.

(a)	Check whether you have firmly pasted your recent passport size Photographs (5cm X 7cm) in the prescribed place in the application form and one additional identical photograph attached with application.
(b)	Check whether you have filled in all the columns of the application for correctly.
(c)	Check your eligibility carefully.
(d)	No column should be left blank.

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(e)	Check whether you have filled in your CATEGORY STATUS correctly in the relevant column.
(f)	Check whether you have pasted, original e-payment receipt in the Application Form.
(g)	Check whether application form has been signed in full by you.
(h)	Check whether you have enclosed self attested copies of all certificates i.e. Age proof, education, Computer certificate, Sports Discipline and category certificate.
(i)	Check whether you have enclosed the signed declaration.
(j)	Check whether the Envelope/Cover of Application Form has been super-scribed correctly as mentioned.


Assistant Postmaster General (Staff)
O/o Chief Postmaster General,
Uttarakhand Circle, Dehradun-248001

Details of vacancies

S.No.	Name of Division	Cadre-wise and category-wise vacancies under Sports Quota				Total
		Postal Assistant	Sorting Assistant	Postman	MTS	
1	Almora	01 (UR)	-	-	-	01
2	Chamoli	-	-	01 (UR)	-	01
3	Nainital	-	-	02 (UR)	-	02
4	Pauri	-	-	01 (UR)	-	01
5	Pithoragarh	02 (UR)	-	01 (UR)	02 (UR)	05
6	RMS 'DN' Div. Dehradun	-	03 (UR)	-	-	03
TOTAL		03	03	05	02	13

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(UR - Un-Reserved Category)