

रक्षा मंत्रालय
Ministry of Defence
(संयुक्त सचिव एवं मुप्रअ का कार्यालय)
(O/o Joint Secretary & CAO)

Sub: Filling up the posts of Staff Car Driver (ordinary Grade) (Group 'C' post Level 2 in Pay Matrix) in the Department for Promotion of Industry and Internal Trade on deputation basis.

A copy of vacancy circular No. A-12023/1/2009-Estt-NG dated 31 Dec 2019 alongwith enclosures on the above subject is forwarded herewith for vide publicity.

चंचल चितवन
(चंचल चितवन/Chanchal Chitwan)
प्रशासन अधिकारी/भर्ती-1/AO/R-1
07 Jan 2020

CAO/P-I

CAO/EDP Cell

No.A-12023/1/2009-Estt.NG
Government of India
Ministry of Commerce & Industry
Department for Promotion of Industry and Internal Trade
(Establishment-NG Section)

Udyog Bhavan, New Delhi
Dated the 31st December, 2019

OFFICE MEMORANDUM

Sub : Filling up of the posts of Staff Car Driver (ordinary Grade) (Group 'C' post Level 2 in Pay Matrix) in the Department for Promotion of Industry and Internal Trade on deputation basis.

The undersigned is directed to circulate herewith 03(three) vacancies of Staff Car Driver (ordinary Grade) (Group 'C' post Level 2 in Pay Matrix) in the Department for Promotion of Industry and Internal Trade on deputation basis initially for a period of one year. The pay of the persons selected for appointment will be regulated in accordance with the instructions contained in DOPT's O.M. No. 6/8/2009- Estt. (Pay II) dated 17/06/2010 as amended from time to time.

2. Eligibility conditions for the post are mentioned in Annexure- I. Eligible and willing Officials may send their applications through proper channel in the prescribed form (Annexure- II) to the undersigned. The Armed Forces Personnel due to retire or who are to be transferred to reserve within a period of one year and having the requisite experience and qualifications shall also be considered. Such persons would be given deputation terms upto the date on which they are due for release from the Armed Forces; thereafter they may be continued on re-employment. Reservation on these posts is not applicable as the vacancies are to be filled on deputation basis. The appointment will be made in office located in New Delhi. A copy of recruitment rules is enclosed.

3. The last date for receiving applications from eligible candidates for the post of Staff Car Driver (ordinary Grade) in the Department for Promotion of Industry and Internal Trade is 30.01.2020. Applications of only those candidates who can be relieved immediately in the event of selection, may be forwarded to this Department {in the prescribed form (Annexure-II)} together with attested photocopies of their complete and up-to-date ACR/APAR dossiers, if applicable, for the last five years and vigilance clearance, within 30 days from the date of issue of this circular.

मुख्य/निरी. CAO/R-1
उप मुख.अ. (अ यो अ) Dy CAO (MPR).....
उप निदेशक (एच-1) Dy. Director (R-1).....
प्रअ/परी- AO/R-1.....
द्वारा संख्या 16 दिनांक 06/01/20


(Shambhu Datt Sati)
Under Secretary to the Govt. of India
Tel.: 011-23061742

- To
1. Attached Offices of DPIIT.
 2. Estt. D Section, DIPP(10 copies)
 3. Smt. Kalpana Mishra, Deputy Director, Emp-III, Directorate General Resettlement, D/o Ex-Servicemen Welfare, West Block-IV, R K Puram, New Delhi-110066.
 4. O/o JS & CAO(M/o Defence), Room No. 170, E-Block, Dara Shukoh Road, New Delhi - 110011.
 5. Notice boards in the Department of Industrial Policy & Promotion.

Notice Board
P-11 for upto 12
EDR

Application

1. Name :
2. Present post held, Department and whether it is cadre :
post or ex-cadre post or deputation post
3. Date of birth :
4. Whether permanent/temporary and date of
regular appointment in the present grade :
5. Present pay scale :
6. Date of return from last ex-cadre post or
deputation post, if any :
7. Educational/professional qualification :
8. Brief service particulars :
9. Date of appointment in present grade :
10. Knowledge about motor mechanism and date of
issue of driving license
11. Experience relevant to the post of Staff Car Driver (Ord. Grade)

Signature of the applicant _____
Office where working _____

Contact number _____
Date _____

Application to be forwarded by Head of Office

It is certified that the above details provided above in respect of the official are correct, his/her integrity is beyond doubt and he/she is clear from vigilance angle. He/ She will be relieved of his/her duties from this Office, on his/her selection as Staff Car Driver(Ord. Grade) on deputation in Dept. for Promotion of Industry and Internal Trade.

Name:

Designation:

Office Seal:

