

रक्षा मंत्रालय
Ministry of Defence
(संयुक्त सचिव एवं मुप्रअ का कार्यालय)
(O/o Joint Secretary & CAO)
(MPR DIVISION/ज यो भ प्रभाग)

Sub: Recruitment to the post of Staff Car Driver (Ordinary Grade) in Ministry of Defence to Deputation/Absorption/Re-employment basis - regarding

Reference Ministry of Defence O.M. No. A-12023/1/2018-D(Estt.I/Gp.II) dated 9th March, 2020 inviting applications for preparation of a panel for appointment to one post of Staff Car Driver (Ordinary Grade) in Level 2 (Rs.19900-Rs.63200) of Pay Matrix in MoD(Sectt.).

2. Please find enclosed herewith a copy of MoD (Sectt.) O.M under reference along with Annexure-I and Annexure-II for information and necessary action.


(जेड एस कोइरेंग/Z S Koireng)

उप निदेशक, भर्ती-1 एवं भर्ती-3/
Dy Dir, R-I & R-III
17 Mar 2020

Encl: As stated above

CAO/EDP - for uploading in CAO's website.

CAO/P-II - for info and necessary action.

DCOAS (P&S), General Staff Branch,
IHQ of MoD (Army), Room No. 262, South Block,
New Delhi

ACOIP (AC), IHQ of MoD (Navy), Talkatora
Annex Building, Talkatora stadium, New Delhi

Asst. Chief of Air Staff (PA&C), Air Headquarters
Vayu Bhawan, New Delhi

With a request to disseminate
this circular to the officials
under their control and also
put the above vacancy
circular in their respective
website.

Notice Board

Copy to:

The Under Secretary
D(Estt.I/Gp.II),
Govt. of India, Ministry of Defence
Room No. 320, 'B' Wing, Sena Bhawan
New Delhi - 110105

for info w.r.t your letter

OFFICE MEMORANDUM

Subject: Recruitment to the post of Staff Car Driver(Ordinary Grade) in Ministry of Defence by Deputation/ Absorption/ Re-employment basis- regarding

The undersigned is directed to say that applications are invited for preparation of a panel for appointment to 1(one) post of Staff Car Driver (Ordinary Grade) in Level 2(Rs.19900 - Rs.63200) of Pay Matrix in MoD(Sectt.) proposed to be filled up by:

Deputation/ Absorption/ Re-employment

From amongst the regular Despatch Rider(Group-C) and Group C employees in Level 1(Rs.18000 - Rs.56900) in the Ministry of Defence (Secretariat) who possess valid driving licence for motor cars on the basis of a driving test conducted by Transport Company, Army Headquarters, Ministry of Defence to assess the competence to drive motor cars failing which from officials holding the post of Despatch Rider in other Ministries of the Central Government who fulfil the necessary qualifications, as mentioned below:

For Ex- Servicemen: Deputation/ Re-employment

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 prescribed below 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.

The number of vacancies may change subject to administrative requirements.

Essential educational/technical qualification

Essential:

- i) A pass in the 10th standard or equivalent from a recognized Board or Institution;
- ii) Must possess a valid driving licence for motor car issued by the competent authority;
- iii) Knowledge of motor mechanism (the candidate should be able to remove minor defects in vehicles);
- iv) Experience of driving a motor car for at least three years from reputed organisation.

Desirable:

Three years service as Home Guard or Civil volunteers.

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DI No. 89 IDY CAO (MPR)
DL 16/03/2020

DI No. 502
DL 12/03/20

IO (Coord/Pig) & CAO Sectt.
DI No. 1296
Date 12/03/20

DI (HR)
VC
15/03/20
DI CAO (MPR)
12/03/20

SECRETARY
MINISTRY OF DEFENCE
Sena Bhawan, New Delhi

DoK-
12/3/2020

Application for the post of Staff Car Driver(Ordinary Grade)

1. Name : _____
2. Father's Name : _____
3. Date of Birth : _____
4. Date of Entry in Govt. Service : _____
5. Date of Discharge for Armed Forces Personnel : _____
6. Post presently held and since when : _____
7. Are you holding the post on regular basis? : _____
8. Pay Scale : _____
9. Educational Qualification possessed : _____
10. a) are you holding a valid driving licence? : _____
b) if yes, since when : _____
11. Do you have knowledge of motor mechanism? : _____
12. Experience of motor driving/ motor mechanism and since when : _____

13. Address (Permanent & Correspondence) : _____

14. Mobile No. : _____
15. Do you belong to SC/ST/OBC category? : _____
16. Any other relevant Information : _____

Date:

(Signature of Applicant)

