

F. No. 12011/1/2018-Estt.
Government of India
Ministry of Textiles
Establishment Section

Udyog Bhawan, New Delhi
February, 2023

VACANCY CIRCULAR

Subject: Filling up of one (01) post of Staff Car Driver (Ordinary Grade) in the Ministry of Textiles on deputation/absorption basis.

It is proposed to fill up one (01) post of Staff Car Driver (Ordinary Grade) in Ministry of Textiles in Pay Level-2 of the pay matrix (Rs. 19900-63200).

The post is proposed to be filled up on deputation/absorption basis. The eligibility conditions for recruitment to the post of Staff Car Driver (Ordinary Grade) are detailed in Annexure-I. The format of application is given in Annexure-II.

The application complete in all respect should reach Sh. Ashutosh Kr. Jha, Section Officer (Establishment), Room no. 546, Ministry of Textiles, Udyog Bhawan, New Delhi or email at estt-textiles@nic.in or jaya.shiva@nic.in within 30 days from the date of publication of advertisement for the post in Employment News/Rozgar Samachar.

5/2/23
13/02/2023
(Jayashree Sivakumar)

Under Secretary to the Govt. of India

Encl: Annexure-I& II

Copy to:-

- (i) All the Ministries/Departments of the Government of India.
- (ii) All attached and subordinate offices of Ministry of Textiles.
- (iii) All sections in the Ministry of Textiles.
- (iv) NIC cell for uploading on the Ministry's website.

ANNEXURE-I

Government of India
Ministry of Textiles

Subject: Filling up of one (01) post of Staff Car Driver (Ordinary Grade) in Ministry of Textiles,
New Delhi.

Applications are invited from eligible candidates for filling up of one post of Staff Car Driver (Ordinary Grade) in Ministry of Textiles, Udyog Bhawan, New Delhi.

1.	Name of the Post	Staff Car Driver (Ordinary Grade)
2.	Number of Post	One(01)
3.	Mode of Recruitment	Deputation/Absorption
4.	Scale of Pay	PB-1 Rs. 5200-20200+Grade Pay Rs. 1900/-(Pre-revised) Level-02 Rs. 19900-62300(As per 7th CPC)
5.	Qualification	<p>Essential:-</p> <p>(i) Possession of valid driving license for motor cars</p> <p>(ii) Knowledge of motor mechanism (Candidate should be able to remove minor - defects in vehicle)</p> <p>(iii) Experience of driving a motor car for at-least 03 years ; and</p> <p>(iv) Pass in 10th Standard</p> <p>Desirable:-</p> <p>(i) Three years' service in Home Guard or Civil Volunteers</p>
6.	Eligibility for deputation/absorption	<p>From amongst the regular Dispatch Rider (Group C), and Group C employees in the Pay Level-1 Rs. 18000-56900 as per 7th CPC in the Ministries or Departments of the Government of India, who possess valid Driving License for motor car on the basis of valid Driving License for Motor Cars and on the basis of a Driving Test to assess the competence to drive motor car.</p> <p>Failing which from officials holding the post of Dispatch Rider on regular basis or regular Group 'C' employees in the Pay band -1 Rs. 5200-2000 +GP Rs. 1800 (Pre-revised), Level-1 Rs. 18000-56900 as per 7th CPC in other Ministries of the Central Government who fulfill the necessary qualification.</p> <p>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 shall also be considered. Such persons would be given deputation terms up to the date on which they are due for release from the Armed Forces, thereafter they may be continued on re-employment.</p> <p>The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or Department of the Central Government shall ordinarily not to exceed three years. The maximum age limit for appointment by deputation/absorption shall not exceed 56 years as on the closing date of receipt of applications</p>
7.	Place of Duty	New Delhi
8.	Last date of receipt of applications	The applications complete in all aspects should reach Sh. Ashutosh Kumar Jha, Section Officer (Establishment), Room No. 546, Ministry of Textiles, Udyog Bhawan, New Delhi-110011 or at estt-textiles@nic.in Or jaya.shiva@nic.in within 30 days from the date of Publication of advertisement for the post in Employment News/ Rozgar Samachar.

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भारत सरकार

वस्त्र मंत्रालय

विषय : वस्त्र मंत्रालय, नई दिल्ली में स्टाफ कार ड्राइवर (साधारण ग्रेड) के एक (01) पद को भरना।

वस्त्र मंत्रालय, उद्योग भवन, नई दिल्ली में स्टाफ कार ड्राइवर (साधारण ग्रेड) के एक पद को भरने के लिए पात्र उम्मीदवारों से आवेदन आमंत्रित किए जाते हैं।

1.	पद का नाम	स्टाफ कार ड्राइवर (साधारण ग्रेड)
2.	पद की संख्या	एक (01)
3.	भर्ती का तरीका	प्रतिनियुक्ति/आमेलन (अन्वर्षमन)
4.	वेतनमान	पीवी-1 5200-20200रुपये+ग्रेड पे 1900/- रुपये (पूर्व-संशोधित) लेवल-02 रुपये 19900-62300 (सातवें वेतन आयोग के अनुसार)
5.	अर्हता	अनिवार्यता:- (i) मोटर कार के लिए वैध ड्राइविंग लाइसेंस हो (ii) मोटर मैकेनिज्म का ज्ञान उम्मीदवार वाहन में) मामूली खराबी दूर करने में सक्षम होना चाहिए। (iii) मोटर कार चलाने का न्यूनतम 03 वर्ष का अनुभव; और (iv) 10वीं कक्षा उत्तीर्ण बांछनीय:- (iii) होम गार्ड या मित्रिल वालंटियर्स में तीन वर्ष की सेवा
6.	प्रतिनियुक्ति/आमेलन (अन्वर्षमन) के लिए पात्रता	भारत सरकार के मंत्रालयों या विभागों में 7वें सीपीसी के अनुसार पे लेवल-118000-56900रुपयेमें, नियमित डिस्पैच राइडर (समूह "ग") और समूह "ग" के कर्मचारी, जिनके पास वैध ड्राइविंग लाइसेंस के आधार पर मोटर कार चलाने हेतु और मोटर कार चलाने की क्षमता का आकलन करने के लिए ड्राइविंग टेस्ट के आधार पर मोटर कारवैध ड्राइविंग लाइसेंस हो। ऐसा नहीं होने पर, नियमित आधार पर डिस्पैच राइडर का पद धारित करने वाले कर्मचारी या 7वें सीपीसी के अनुसार वेतन बैंड -15200-2000रुपये + ग्रेड पे1800 रुपये (पूर्व-संशोधित), लेवल-1 18000-56900 रुपये में केंद्र सरकार के अन्य मंत्रालयों के नियमित समूह "ग"कर्मचारीजो आवश्यक योग्यता पूरी करते हों। ऐसे सशस्त्र बल कर्मिक, जो एक वर्ष की अवधि के भीतर सेवानिवृत्त होने वाले हों अथवा स्थानांतरित किए जाने के लिए आरक्षित हों, और आवश्यक अनुभव और निर्धारित अर्हता रखते हैं, पर भी विचार किया जाएगा। ऐसे व्यक्तियों को उस तारीख तक प्रतिनियुक्ति शर्तों पर रखा जाएगा जिस तारीख से वे सशस्त्र बलों से कार्यमुक्त होने वाले हैं, उसके बाद उन्हें पुनः नियोजित किया जाएगा। केंद्र सरकार के उमी या किसी अन्य संगठन या विभाग में डम नियुक्ति से ठीक पहले धारित किसी अन्य संवर्ग-वाह्य पद पर प्रतिनियुक्ति की अवधि सहित प्रतिनियुक्ति की अवधि सामान्य रूप से तीन वर्ष से अधिक न हो।प्रतिनियुक्ति/आमेलन द्वारा नियुक्ति के लिए अधिकतम आयु सीमा आवेदन प्राप्ति की अंतिम तिथि से 56 वर्ष से अधिक न हो।
7.	कार्यस्थल	नई दिल्ली
8.	आवेदन प्राप्त करने की अंतिम तिथि	सभी प्रकार से पूर्ण आवेदन रोजगार समाचार में विज्ञापन के प्रकाशन की तारीख से 30 दिनों के भीतर श्री आशुतोष कुमार झा, अनुभाग अधिकारी(स्थापना) कमरा नं 546, वस्त्र मंत्रालय, उद्योग भवन, नई दिल्ली-110011 या est-textiles@nic.in or jaya.shiva@nic.in पर पहुंच जाने चाहिए।

11/11/24 4:37 PM

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

ANNEXURE-II

In Government of India, Ministry of Textiles

PROFORMA

- | | | | |
|-----|---|---|--------|
| 1. | Name | : | |
| 2. | Father's Name | : | |
| 3. | Date of Birth | : | |
| 4. | Present post held | : | |
| 5. | Basic Pay & pay Level | : | |
| 6. | Education Qualification
(enclose self-certified copy) | : | |
| 7. | Other Qualifications | : | Yes/No |
| | i) Possessing a valid Driving License
(enclose copy) | : | |
| | ii) Knowledge of motor mechanism | : | Yes/No |
| 8. | Residential Address | : | |
| 9. | Whether the applicant possesses
requisite experience for the post | : | |
| 10. | Whether in the light of the entries
made above, the applicant meets the
requirements of the post | : | |
| 11. | Additional information, if any, which
the applicant likes to furnish in support
of his suitability for the post. Enclose a
separatesheet, if the space insufficient. | : | |
| 12. | Whether belongs to SC/ST/OBC | : | |
| 13. | Contact Number | : | |

I hereby, declare that all statements made in this application are true, complete and correct in the best of my knowledge and belief. I understand that in the event of any information being found suppressed, false or incorrect or ineligibility being detected before or after the selection, my candidature appointment is liable to be canceled.

Date:.....

Place:.....

Signature of the applicant

Countersigned by Head of the Department:

Place:-----

Date:-----

CERTIFICATE/DOCUMENTS TO BE GIVEN BY HEAD OF THE OFFICE OF THE APPLIANT

1. It is certified that the particulars furnished by the officials are correct.
2. It is certified that no disciplinary/vigilance case is either pending or contemplated against the applicant and he is clear from the vigilance angle.
3. It is certified that no major/minor penalty has been imposed or contemplated on him during the last 10 years.
4. The record of service of the officials has been carefully scrutinized and it is certified that there is no doubt about his integrity.
5. This office has no objection and the application will be immediately relieved consequent upon his selection for the post.

Signature:-----

Place:-----

Date:-----

Designation

OFFICIAL SEAL