

OFFICE MEMORANDUM

Subject: **Recruitment to the post of Staff Car Driver in the Ministry of Defence by Deputation/ Absorption/Re-employment basis- Revised advertisement**

The undersigned is directed to say that five(05) posts of Staff Car Driver (Ordinary Grade) in the Ministry of Defence carrying the Pay scale of Rs. 5200-20200 plus Grade Pay of Rs.1900/-(pre-revised) is proposed to be filled up by:

Deputation/ Absorption/ Re-employment

From amongst the **regular Despatch Rider** (Group-C) and **regular employees** drawing Grade Pay of Rs. 1800/- in the pay band Rs. 5200-20200(pre-revised) **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 Headquarter, Ministry of Defence to assess the competence to drive motor cars failing which from officials holding the post of **Despatch Rider on a regular basis** or **regular employees** drawing Grade Pay of Rs. 1800 in pay band Rs. 5200-20200(pre-revised) **in other Ministries of the Central Government** who fulfill 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.

Essential educational/technical qualification

A)

Essential:

- i) A pass in the 10th standard or equivalent from a recognized Board/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 organization.

Desirable:

Three years service as Home Guard/Civil volunteers.

Note 1: Qualifications are relaxable at the discretion of the competent authority in the case of candidate otherwise well qualified.

Note 2: The qualifications regarding experience is relaxable at the discretion of the competent authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the competent authority is of the opinion that sufficient number of candidates with requisite experience are not likely to be available to fill up the vacancy reserved for them.

2. In addition to the above, it may be noted that the period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in some other organization/ department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit for deputation is 56 years on the closing date of receipt of application.

3. In the event of selection, appointment will be subject to passing of driving skill test.

4. Applications in the attached proforma from willing and eligible persons and whose services can be spared may please be forwarded to this office within 45 days from the date of issue of this Office Memorandum along with vigilance clearance certificate and upto date APAR dossiers for the last 5 years.

5. This supersedes this Ministry's O.M of even number dated 20.12.2016 on the subject which stands cancelled vide order of even number dated 16.01.2017.

(Dipankar Dutta)

Under Secretary to the Government of India

Tel: 2301 2538

1. All Ministries/Departments of Government of India.
2. All Sections in the Ministry of Defence including MoD (Finance).
3. Office of the JS(Trg) & CAO.
4. MoD (Finance), Establishment Section, South Block, New Delhi.
5. DCOAS(P&S) Sectt, General Staff Branch, IHQ of MoD(Army), Room No. 262, South Block, New Delhi
6. ACOP(AC), IHQ of MoD(Navy), Room No.114, D-II Wing, Sena Bhawan, New Delhi
7. Asst. Chief of Air Staff, (PA&C), Air Headquarters, Vayu Bhawan, New Delhi
8. D(IT/NIC), Ministry of Defence (With the request to place this vacancy OM on the website of MoD).

With the request to also put the instant vacancy OM in their respective website.

Application for the post of Staff Car Driver

1. Name : _____
2. Father's Name : _____
3. Date of Birth : _____
4. Presently holding the post and since when : _____
5. Educational Qualification possessed : _____
6. a) are you holding valid driving license? : _____
b) if yes, since when : _____
7. Do you have knowledge of Motor mechanism? : _____
8. Experience of motor driving / motor mechanism and since when : _____

9. Address (Permanent/correspondence) : _____

10. Do you belong to SC/ST/OBC Category : _____
11. Any other relevant Information : _____

(Signature of Applicant)

Date: