

Office of the Manager,
Mail Motor Service, GPO Compound,
Civil Lines, Nagpur-440001

Dated: 07/03/2018

APPLICATIONS ARE INVITED FROM THE ELIGIBLE INDIAN CITIZENS FOR THE FOLLOWING POST.

Post	Number	Break up				
		UR	SC	ST	OBC	ESM
Staff car Driver (Ordinary grade) General central Service Gr.-C, Non- Gazetted, Non- Ministerial.	02	01	Nil	01	Nil	Nil

Scale of Pay of Staff Car Driver: Rs.19,900/- (Level-2 in the pay matrix as per 7th CPC)

Last Date of Receipt of Application: On or Before 12/05/2018 by 17.00 Hrs.

1. ELIGIBILITY

(a) **Age Limit:** 18 to 27 year (Relaxable 5yrs for SC & ST, 3yrs for OBC). The crucial date for determining the age limit shall be the closing date of receipt of applications from candidates in India. [Relaxable for Govt. Servants up to the age of 40 years in accordance with the instructions or orders issued by the Central Government]

(b) **Educational & other qualifications:**

- Possession of a valid driving license for light and heavy Motors vehicles.
- Knowledge of Motor Mechanism (candidate should be able to remove minor defects in vehicle)
- Experience of driving light and heavy Motor vehicle at least three years.
- Pass in 10th standard from a recognized Board or Institute.

(c) **Desirable qualification** : Three years service as Home guard or Civil Volunteers

(d) **Period of Probation** : Two years

(e) **Method of recruitment** : Direct recruitment

2. SELECTION

Selection of Driver shall be made on the basis of driving test to assess their competency to drive light and heavy motor vehicles from amongst the candidates possessing the requisite eligibility criteria mentioned above. The date and venue of the tests will be intimated separately to the eligible candidates. **No intimation will be sent in respect of other applicants who are not eligible.**

Application must be submitted as per format of application enclosed and should be signed by the candidate and accompanied with:-

- Photocopies of the following certificates duly attested by Gazetted officer /self attested.
 - Age proof, ii) Education qualification, iii) Driving experience certificate as indicated at Sl.3 (b)(iii), iv) Caste Certificate (if any), v) Driving License copy, vi) Technical qualification, vii) Citizen certificate, viii) Address proof, ix) Photo Id proof, x) Declaration stating that the information provided is the valid, true and authentic.
- Two copies of recent passport size photographs attested by Gazetted Officer. One should be pasted in the application form and the other should be attached with the application form.

The applications information/ enclosures should be sent in an appropriate size of thick paper envelope clearly inscribing on the cover as "**Application for the post of Driver (Direct Recruitment) at MMS Nagpur**" through Speed Post/Register Post only and addressed to "**The Manager (Group-A) , Mail Motor Service, GPO compound, Civil lines, Nagpur -440001**". Application sent by courier or any other transmission will not be entertained/considered. Application without complete information or without requisite document duly attested by Gazetted officer/self attested will be rejected straight way without any notice or information. No TA-DA will be paid for test candidate will be selected on the basis of qualification, experience & skill test and merely possessing minimum qualification will not vest any right to the candidate to call for test. The requisite details with regards to age limit, eligibility qualification, experience, application format and other terms & conditions are available on the website 'www.indiapost.gov.in'

Encl: Format of Application

(Signature)
Manager (Group-A),

Phone: 0712-2561477, 2561744,

E-mail Id:mmsnagpur2014@gmail.com

Copy to,

- PMG,Nagpur Region, Nagpur.
- ADPS(Rectt),O/O CPMG, Mah. Circle, Mumbai.
- ADPS(Tech) O/O CPMG, Mah. Circle, Mumbai---To upload notification on official website of Maharashtra Circle.

Technology

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ASPTD
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Format of Application

Application should be submitted giving the following bio-data:

Passport size
photograph duly
attested by
Gazetted Officer

Sl. no.	Details/Description				
	Full name (in block letters)				
ii	Father's full name				
iii	Post applied for				
iv	Permanent Address				
v	Address for correspondence				
vi	Email Id				
vii	Citizenship/Nationality				
viii	Date of birth (in figures & words)	Date	Month	Year	In words
ix	Age as on closing date of receipt of application				
x	Community/Category (Gen/SC/ST/O BC etc)				
xi	Details of educational qualification				
xii	Issue of Driving License details with validity (LMV & HMV separately)	HMV			
		LMV			
xiii	Driving experience period (HMV/LMV separately)	HMV			
		LMV			
xiv	Technical qualification, if any				
xv	Any other relevant information				

I hereby declare that the information provided is True, valid and authentic.

Signature of applicant

Format of envelop

Speed Post/Regd.Post

Application for the post of Driver (Direct Recruitment) at MMS, Nagpur

To,
The Manager(Group-A),
Mail Motor Service,
GPO Compound, Civil Lines,
Nagpur(MS)-440001

From: