

Rm 263866891IN

भारत सरकार डाक विभाग
GOVT OF INDIA
DEPARTMENT OF POST
O/O MANAGER, MAIL MOTOR SERVICE
Pune - 411001



प्रबंधक, डाक वाहन सेवा, पुणे प्रधान डाकघर पुणे-४११००१

Phone: (020)26122054 / 26125320

email: mmspune411001@gmail.com

NO.MMS/Direct Rectt/Driver/2017-18

Date: 24.10.2018.

T6,
✓ The General Manager,
Centre for Excellence in Postal Technology (CEPT)
Mysuru - 570 010.

Reference : C.O. letter No. Rectt/Driver rectt./2016 dated 18.05.2017.

SUB : NOTIFICATION FOR FILLING UP OF VACANCY OF STAFF CAR DRIVER (ORDINARY GRADE) GENERAL CENTRAL SERVICE (GROUP-C), NON-GAZETTED, NON-MINISTRIAL IN MAIL MOTOR SERVICE PUNE.

This is regarding filling up (03) three vacancies of Staff Car Driver (Ordinary Grade) in Mail Motor Service, Pune. The copy of notification and application format is enclosed herewith for uploading on Departmental website. The soft copy of the notification is also e-mailed for further disposal please.

Encl : As above (03 Sheets).

Manager,
Mail Motor Service,
Pune- 411 001.

Copy to:-

1. The Postmaster General, Pune Region, Pune for information please.
2. ADPS (Rectt), O/o CPMG, Mah. Circle, for information please.
3. The ADPS (tech), O/o CPMG, Mah. Circle, Mumbai with a request to upload the circular / notification of the official website of Maharashtra Circle. The soft copy of notification is also emailed.

Centre for Excellence in Postal Technology Mysuru - 570 010	
29 OCT 2018	
A.D. (Tech)	A.D. (Admin)

Postal
upload

Government of India
Ministry of Communications & Information Technology,
Department of Posts,
Office of the Manager, Mail Motor Service, GPO Compound, Pune-411 001

Dated: 24/10/2018

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	03	02	Nil	Nil	01	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 10.12.2018 by 17.00 Hrs.

Period of Probation : Two years for direct recruits.

1. ELIGIBILITY

(a) **Age Limit:** 18 to 27 year (Relaxable 03 yrs. for OBC and for Govt. Servants up to the age of 40 years in accordance with the instructions or orders issued by the Central Government). The crucial date for determining the age limit shall be the closing date of receipt of applications from candidates in India.

(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) **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 including knowledge of Motor Mechanisms and ability to remove minor defects in vehicle 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 should 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. (i) Age proof, (ii) Educational Qualification as indicated at Sl. 1(b)(iv), (iii) Driving Licence and Experience Certificate as indicated as Sl. No. 1 (b) (i) & (iii), (iv) OBC Certificate issued by the competent authority in the prescribed format for appointment to the posts under the Government of India (if any), (v) Technical Qualification, (vi), (vii) Address proof, (viii) Photo Id proof, (ix) Form of certificate produced by other Backward classes (non creamy layer) applying for appointment to posts under the Government of India.
- Two copies of recent passport size photographs self attested by candidate. One should be pasted in the application form and the other should be attached with the application form.

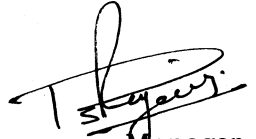
Cont....2/

The applications along with the requisite 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 Pune”** through Speed Post/Register Post only and addressed to **“The Manager, Mail Motor Service, GPO compound, Pune-411001.** Application sent by any other means will be rejected.

The last date of receipt of application is on or before 24.12.2018 by 17.00 Hrs.

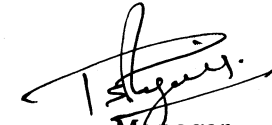
Application without complete information or without requisite document duly attested by Gazetted officer/self-attested will be rejected straight way without any notice or information. No TA-DA will be paid to the candidate. Candidate will be selected on the basis of qualification, experience & skill 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


Manager,
Mail Motor Service,
Pune - 411 001

Copy to:

1. PMG, Pune Region , Pune-411 001
2. ADPS(Rectt), O/o CPMG, Mah. Circle, Mumbai
3. ADPS(Tech),O/o CPMG, Mah. Circle, Mumbai-To upload notification on official website of Maharashtra


Manager,
Mail Motor Service,
Pune - 411 001

Format of Application

Passport size
photograph
duly self
attested

Sl. No.	Details/Description									
1.	Full name (in block letters)									
2.	Father's full name									
3.	Post applied for									
4.	Permanent Address with Pin code									
5.	Address for correspondence with Pin code									
6.	Email Id:									
7.	Citizenship/Nationality									
8.	Date of birth (in figures & words) (Proof to be enclosed)	<table border="1"> <tr> <td>Date</td> <td>Month</td> <td>Year</td> <td>In words-_____</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Date	Month	Year	In words-_____				
Date	Month	Year	In words-_____							
9.	Age as on closing date of receipt of application	Years:_____ Months_____ Days_____								
10.	Reservation category	Are you a member of UR/SC/ST/OBC (non creamy layer) (Tick) (i) If yes, candidate should submit caste certificate issued by the competent Authority (ii) OBC candidate should submit non-creamy layer certificate for appointment to post under Govt. Of India.								
11.	Details of educational qualification (Details of 10 th Std.)	Name of School _____ Year of Passing _____ Name of University _____								
12.	Issue of Driving License details with validity (LMV & HMV separately)	HMV Issued on:_____ Valid:_____								
		LMV Issued on:_____ Valid:_____								
13.	Driving experience period (HMV/LMV separately)	HMV : From_____ To _____ (Name of Institution /firms etc) LMV : From_____ To _____ (Name of Institution /firms etc)								
14.	Home Guard Service, if any	From _____ To _____								
15.	Technical qualification, if any									
16.	Any other relevant information									

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

Date:

Place:

Signature of applicant

Encl: List of documents attached with due self-attested

(i) Age proof (ii) Educational qualification as indicated at Sl 1(b)(iv) (iii) Driving, experience certificate as indicated at S11(b)(iii),(iv) Driving Licence/Licence Extract indicated at 1(b)(i) (v) Caste certificate issued by Competent Authority in the prescribed format for appointment to posts under the Government of India, (vi) Form of certificate to be produced other Backward Classes (non creamy layer) applying for appointment to posts under the Government of India.

Format of Envelop

Speed Post/Registered Post

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

To,
The Manager,
Mail Motor Service,
GPO Compound, Civil Lines,
Pune (MS)-411 001

From:

