

GOVERNMENT OF INDIA :: DEPARTMENT OF POSTS  
O/o The Manager, Mail Motor Service, Koti, Hyderabad – 500 095.  
No.MMS/MSE/Artisans/Rectt/2018-19 dated at Hyd-95 the 1.06.2018

I. Applications are invited for the following posts from the eligible candidates. The last date for receipt of applications is 10.07.2018 up to 17:30 hrs.

II. Pay scale of Post: Rs.19900/-(Level 2 in the Paymatrix as per 7<sup>th</sup> CPC) + All allowances admissible from time to time

III. Details of Breakup of Vacancies.

| Sl. No. | Name of the Division                 | Category of Post               | No. of Posts | Communal Breakup |     |    |    | Address of the Officer to whom applications should be sent                         |
|---------|--------------------------------------|--------------------------------|--------------|------------------|-----|----|----|--|
|         |                                      |                                |              | UR               | OBC | SC | ST |  |
| 01      | Mail Motor Services, Koti, Hyderabad | Motor Vehicle Mechanic Group-C | 02           | 01               | -   | -  | 01 | Manager, Mail Motor Services, Koti, Hyderabad-5000095 (Opposite Vaibhav Show Room) |

IV. Following are the conditions for the above post.

Age limit, Educational Qualifications and Experience for the post of MV Mechanic:

- (a) Age between 18 to 30 years as on 01-07-2018. 5 years of age relaxation in case of ST candidates.
- (b) Essential Qualifications:- (i) Possession of a valid driving license to drive all types of vehicles. (ii) A certificate in the respective Trade i.e. Diesel Mechanism from any Technical Institution recognized by the Government or 8<sup>th</sup> Standard pass with Experience of 1 year in the respective Trade. (c) Trade Test:- (i) Ability to use micrometer, verniers and dial gauges and have working knowledge of clearances allowed in I.C. engines generally. (ii) Fit new pistons and rings, connecting rods and big end bearings. (iii) Dismantle, and overhaul and reassemble clutches. (iv) Overhaul any carburetors in use in vehicle. (v) Diagnose quickly and correctly and rectify any normal running faults. (vi) Remove and replace any major assembly of common vehicle using the tools and have a working knowledge of the method of slinging assemblies. (vii) Tune an engine (d) Should have good knowledge of overall electrical equipment of vehicles and be able to locate and rectify faults not requiring the services of a Skilled Motor Vehicle Electrician.

V. METHOD OF SELECTION FOR MV MECHANIC :

By means of competitive Trade Test.


VI. PERIOD OF PROBATION: One year

**Application must be signed by the candidate and accompanied with the following certificates duly attested by the Gazetted Officer :**

1. i) Age proof, ii) Driving License, iii) Certificate in the respective trade i.e. Diesel Mechanism from any Technical Institution recognized by the Government or 8<sup>th</sup> Standard pass with Experience of 1 year in the respective Trade. iv) Educational Qualifications v) Copy of Citizenship / Permanent Residential certificate or any certificate issued by State/ Central Government to show Indian citizenship.
2. Two copies of recent passport size photographs duly attested by Gazetted Officer. one to be pasted on the application and the other to be sent loose.

**VIII. Special Instructions to the APPLICANTS:**

(1) Original Certificates should not be submitted. Only attested copies should be sent along with the application. (2) "NAME OF THE POST" should be mentioned clearly on the envelope and addressed to the Officer shown against the vacancies. The duly filled applications along with the required certificates should reach the undersigned on or before 10.07.2018 **up to 17:30 Hrs** either by Regd. Post or Speed Post only and other means will be rejected. (3) The applications received after due date will not be considered. (4) Only selected candidates will be informed. No correspondence will be entertained with others. (5) Incomplete/Unsigned applications are liable to be rejected. Application(s) without complete information or without copies of certificates or the application(s) enclosing copies of the certificate(s) without attestation by State/ Central Govt. Officer will be rejected straight away without any notice or information. No intimations will be sent in this regard. Applications received after due date, will be summarily rejected. (6) No allowances and expenses will be paid for attending the test and the candidates will have to bear the cost. (7) The vacancy notified is subject to change without assigning any reasons and Department reserves the right to cancel the recruitment if so warranted.

  
**Manager,**  
Mail Motor Service,  
Hyderabad – 500 095.

## APPLICATION FORMAT

1. Name of the Applicant :  
(In BLOCK LETTERS)
2. Father's name :
3. Citizenship :
4. Post applied for :
5. Permanent Address :
  
6. Address for correspondence :
  
  
7. Date of Birth :
8. Age as on 01-07-2018 :  
(in years, months, days)
9. Community / Caste :  
Are you member of ST  
(If yes candidate should submit certificate issued by the  
Competent Authority not below rank of Tahasildar/MRO)
10. Education Qualification :
11. Technical Qualification/ITI Certificate :
12. Technical Experience :
13. Driving License :
14. Any other relevant information :

Enclosures: All attested certificates.

Signature of the Candidate