

No.A-12024/01/2017-E.II
Government of India
Ministry of Consumer Affairs, Food & Public Distribution
Department of Food & Public Distribution

Krishi Bhawan, New Delhi
Dated 13th September, 2021

VACANCY CIRCULAR

Subject: Filling up of the one post of Staff Car Driver (Ordinary Grade) in the Department of Food & Public Distribution - Regarding.

The undersigned is directed to say that it is proposed to fill up one post of Staff Car Driver (Ordinary Grade) in the Level-2 of the Pay Matrix (erstwhile Pay Band-1 of Rs.5200-20200/- with Grade Pay of Rs.1900/-) (Group 'C' Non-Gazetted and Non-Ministerial), on **deputation-cum-absorption basis**, in the Department of Food & Public Distribution, Ministry of Consumer Affairs, Food & Public Distribution at New Delhi from amongst the eligible Staff Car Drivers, regular Despatch Riders and Multi-Tasking-Staff(MTS) (erstwhile Group 'D' employees) who possess the following educational and other qualification in the Ministries/Departments to the Govt. of India.

Essential :

- (i). Possessing valid driving license for motor cars;
- (ii). Having knowledge of motor mechanism (the candidate should be able to rectify minor defects in the vehicles);
- (iii). Having experience of driving a motor car for at least three years.
- (iv). Pass in 10th standard or equivalent.

Desirable :

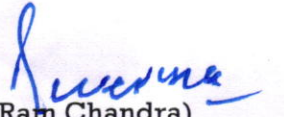
- (i). Three years' experience as Home Guard/Civil volunteers.

Deputation/ re-employment for Armed Forces Personnel:

The Armed Forces Personnel due to retire or retired 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 upto the date on which they are due for release from the Armed Forces thereafter they may be continued on re-employment.

2. Application in the prescribed proforma (Annexed) of eligible and willing candidates along with up-to-date Performance report and Vigilance Clearance may please be forwarded 'through Proper Channel' to the undersigned latest by 20th October, 2021.

3. The terms of deputation/absorption will be governed by the usual terms and conditions applicable to such deputation/absorption to Central Govt. Ministers/Departments.


(Ram Chandra)

Under Secretary to the Government of India
Tel. No. 23097038

To

1. All Ministries/Departments of Government of India.
2. All the Despatch Riders and MTSs of the Department of Food & Public Distribution (through Notice Board).
3. Redeployment and Re-training Division (Surplus Cell), Department of Personnel and Training, Lok Nayak Bhawan, New Delhi for forwarding of applications, if any, of officials available in Surplus Cell, who fulfill the requisite criteria.

PROFORMA TO BE FILLED UP FOR THE POST OF STAFF CAR DRIVER (ORDINARY GRADE) ON DEPUTATION/ABSORPTION BASIS IN THE LEVEL-2 OF THE PAY MATRIX IN THE DEPARTMENT OF FOOD & PUBLIC DISTRIBUTION.

1.	FULL NAME Mobile No. Email:	
2.	FATHER'S NAME	
3.	DATE OF BIRTH	
4.	MINISTRY/DEPARTMENT/OFFICE WHERE THE OFFICIAL IS EMPLOYED	
5.	PERMANENT ADDRESS	
6.	PRESENT ADDRESS/ADDRESS FOR COMMUNICATION	
7.	DATE OF REGULAR APPOINTMENT IN THE GOVT. SERVICE	
8.	PRESENT POST HELD	
9.	DATE OF REGULAR APPOINTMENT TO THE PRESENT POST	
10.	PAY BAND AND GRADE PAY ATTACHED WITH THE POST HELD	
11.	PRESENT BASIC PAY	
12.	EDUCATIONAL AND OTHER QUALIFICATION	
13.	PHOTOCOPY OF MOTOR CAR LICENCE AND PROOF OF PASSING THE DRIVING TEST CONDUCTED BY THE ELECTRICAL & MECHANICAL WORKSHOP, AIRPORT AUTHORITY OF INDIA (DULY ATTESTED)	
14.	EXPERIENCE (CERTIFICATE TO BE ATTACHED)	
15.	ANY OTHER INFORMATION	

DATE :

PLACE

SIGNATURE OF THE APPLICANT

(To be filled by the Administrative Section)

Name of the Ministry _____

Department _____

No. _____ Date _____

1. Certified that the particulars given above are true and have been verified from the office records.
2. The applicant, if selected, will be relived immediately.
3. It is certified that no vigilance case is pending or being contemplated against Shri _____ and his integrity is certified.

SIGNATURE OF THE OFFICER CONCERNED

Full Address with Phone No. with official seal