

**MINISTRY OF COMMUNICATIONS & IT
DEPARTMENT OF POSTS, INDIA
OFFICE OF THE MANAGER, MAIL MOTOR SERVICE ERNAKULAM
KOCHI – 682016.**

No.B/MS/Rectt/Dvr(2018) dated 20.08.2018

Applications are invited from the eligible Indian Citizens for the following posts.

Post	Number	Communal Break up			
		UR	ST	OBC	ESM
Staff Car Driver(ordinary Grade) General Central Service, Gr-C, Non –Gazetted,Non - Ministerial	5	2	1	2	1

Vacancy reserved for Ex-serviceman (ESM) will be filled up from any category and then be adjusted horizontally against respective categories viz UR/ST/OBC as the case may be depending upon the category to which the selected candidate belongs to, that means the vacancy earmarked for Ex-serviceman is included within the total vacancies of five posts of drivers.

**SCALE OF PAY OF STAFF CAR DRIVER :Level 2 in the Pay Matrix Table
(As per 7 thCPC)**

PERIOD OF PROBATION :Two years for Direct Recruits

LAST DATE FOR RECEIPT OF APPLICATION: On or before 30.10.2018

1.Eligibility

a) Age limit for Direct recruits : 18 to 27 yrs(Relaxable 5 yrs for SC & ST,3 yrs for OBC,for Government Servants upto 40 years in accordance with the instructions or orders issued by Central Government and for Ex-Serviceman upto a maximum of 3 years [08(3+5) years for SC & ST and 06 (3 + 3)years for OBC] after deduction of the Military Service rendered from the actual age.

The crucial date for determining the age limit shall be the closing date of receipt of applications from candidates in India.

b) Educational and other qualifications for direct recruits:

(i) Possession of valid driving license for light & heavy motor vehicles

(ii) Knowledge of Motor Mechanism (The candidate should be able to remove minor defects in vehicle)

(iii) Experience of driving light & heavy motor vehicles for atleast three years.

(iv) Pass in 10th Standard from a recognized Board or Institute and

c) Desirable qualification : Three years' service as Home Guard or Civil Volunteers.

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 test will be intimated separately to the eligible candidates. **No intimation will be sent in respect of other applicants who are not eligible.**

(2)

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

1. Photocopies of the following certificates which are **self attested**

1) Age Proof, 2) Educational Qualification as indicated at SI no.1(b)(iv) ,3) Driving Experience Certificates as indicated at SI No.1(b)(iii), 4) SC/ST/OBC/ESM Certificate issued by Competent Authority in the prescribed format for appointment to posts under the Government of India, 5) Driving License as indicated at 1(b)(i).

2. 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 should be sent in an envelope superscripting the post applied for addressed to **"Manager, MMS Ernakulam, O/O SRM RMS 'EK' Division, 5th floor, Ernakulam Head Postoffice Building, Hospital Road, Kochi -682011"** either by Speed Post/Registered Post only. The last date of receipt of application is on or before 30.10.2018. Applications received by ordinary post and by other means will be rejected. Incomplete/Unsigned applications are liable to be rejected. Application(s) without complete information or without copies of Certificates or the application(s) or the application(s) enclosing copy/copies of the certificate(s) without due attestation will be rejected straight way without any notice or information. Applications received after due date will be summarily rejected. No allowances and expenses will be paid for attending the test and the candidates will have to bear at their own cost. The vacancy notified is subject to change without assigning any reasons and the Department reserves the right to cancel the recruitment if so warranted. The requisite details with regard to age limit, eligibility qualification/experience, application format and other terms and conditions are available in the website: 'www.indiapost.gov.in'


Manager
Mail Motor Service Ernakulam
Kochi – 682016.

Application should be submitted in the following format:

(Registered/Speed Post)

PHOTO Attested by
Gazetted officer

- 1.Full Name (in block letters) :
- 2.Father's full name :
- 3.Post Applied for :
- 4.Permanent Address :
- 5.Address for correspondence with Pincode:
- 6.Citizenship : Indian/Others
- 7.Date of Birth(By Christian era):
(in the format day –month–year)
- 8.Age as on closing date of receipt of application(as on 30.10.2018):
- 9.Reservation Category :
(Mention proper community out of UR/SC/ ST/OBC)
- 10.Category : ESM/Others (Tick)
(ESM : Ex –Serviceman)
- 11.Educational Qualification :
- 12.Particulars of issue of Driving License with details of validity: (LMV & HMV separately)
Date of issue of Driving Licence :LMV:.....Validity :.....
Date of issue of Driving Licence :HMV:.....Validity :.....
13. Driving Experience Period in LMV : FromTo.....
Name of Institution/Firms etc:
14. Driving Experience Period in HMV : FromTo.....
Name of Institution/Firms etc:
- 15.Home Guard Service : FromTo.....
- 16.Any other relevant information :.....

Date :

Place:

Signature of Candidate

List of documents attached with due attestation

1)Age Proof 2)Educational Qualification 3)Driving Experience Certificate 4)SC/ST/OBC/ESM