

Filling of 01 vacancy of Staff Car Driver in (Ordinary Grade) General Central Service Group 'C' Non Gazzettted/Non-Ministerial in Pay Level-2 of the pay matrix table of 7th CPC, in Public Grievances Commission, GNCTD, on deputation, absorption basis.

From : PUBLIC GRIEVANCES COMMISSION <pgcdelhi@nic.in>

Fri, Jun 21, 2024 03:24 PM

Subject : Filling of 01 vacancy of Staff Car Driver in (Ordinary Grade) General Central Service Group 'C' Non Gazzettted/Non-Ministerial in Pay Level-2 of the pay matrix table of 7th CPC, in Public Grievances Commission, GNCTD, on deputation, absorption basis.

1 attachment

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Please find the attachments.

for

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GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
PUBLIC GRIEVANCES COMMISSION

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F.3(707)/PGC/Estt./2022/RR/SCD/ 1651 - 1655

Dated: 21/6/24

To
All Heads of the Department
Govt. of NCT of Delhi,
New Delhi

Sub:- Filling of 01 vacancy of Staff Car Driver in (Ordinary Grade) General Central Service Group 'C', Non-Gazetted/Non-Ministerial in Pay Level-2 of the pay matrix table of 7th CPC, in Public Grievances Commission, GNCTD, on deputation, absorption basis

Sir/Madam,

I am directed to inform that it is proposed to fill up one vacancy of Staff Car Driver (Ordinary Grade) (General Central Service Group 'C', Non-Gazetted/Non-Ministerial in Pay Level-2 of Rs. 19900-63200 of the pay matrix table of 7th CPC) in Public Grievances Commission, GNCTD, on deputation, absorption basis failing which by direct recruitment.

Eligibility conditions:

Deputation/Absorption:

- (i) Holding analogous post on a regular basis in the parent cadre or department
Or
- (ii) From amongst Group C employees in Level-1 (18000-56900/-) in Pay Matrix with three years of regular service in the office where vacancy arises failing which from Group C employees in Level-1 (18000-56900/-) in Pay Matrix with three years of regular service in Central Government/State Government/UT territories and on the basis of a driving test to assess the competence to drive motor cars.

Period of Deputation:

The period of deputation including the period of deputation in another ex-cadre post held immediately preceeding this appointment in the same or some other organisation/Department of the Central Government/State Government/UT territories shall ordinarily not exceed three years.

Age Limit:

The maximum age limit for appointment by deputation/absorption shall be Not Exceeding 56 years as on the closing date of receipt of applications.

Qualification:

- 1. Pass in 10th Standard
- 2. Possession of a valid Driving License for Motor Cars.
- 3. Knowledge of Motor mechanism The candidate should be able to remove minor defects in Vehicle).
- 4. Experience of Driving a Motor Car for at least three years.

Desirable:

Three years' service as Home Guard/Civil Volunteers.

- (a) Qualifications are relaxable at the discretion of the Competent Authority in the case of candidates otherwise well qualified.
- (b) The qualification(s) regarding experience is relaxable at the discretion of the Competent Authority in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are likely to be available to fill up the vacancy reserved for them.

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Skill Test:

Driving test to assess the proficiency/competence of the candidate would be conducted in coordination with the Transport Deptt., GNCTD, as per the existing guidances and pattern on the subject.

Period of probation:

Two years for re-employed candidates.

How to apply:

Applications duly filled up in the prescribed proforma (Annexure I) by the eligible candidates whose service can be spared immediately on selection along with following certificates issued by the Competent Authority shall be sent to this office.

- (i) Integrity Certificate to be forwarded by the employer (Annexure-II).
- (ii) List of Major/Minor Penalties imposed during last 10 years. If no penalty, a NIL report shall be furnished (Annexure-III).
- (iii) Vigilance Clearance Certificate (Annexure-IV).
- (iv) Attested copies of ACR for the last 05 years (attested on each page).
- (v) Valid driving licence for driving LMV attested by a Gazetted Officer along with certificate of driving experience.
- (vi) Xth Pass/Matriculation certificate attested by a Gazetted Officer.
- (vii) Self attested coloured passport size photograph shall be placed in the space provided for the purpose and 03 extra photographs to be pinned/stappled with the application form.

The required documents as mentioned above along with the documents in support of qualification and experience shall be furnished to the Deputy Secretary (Admn.) of Public Grievances Commission, M-Block, Vikas Bhawan, I.P. Estate, New Delhi, through proper channel **within 60 days of issue of this letter.** Applications received through any other mode would not be accepted in any case and would be rejected.

Also, the applications not forwarded through proper channel and without requisite certificates and necessary documents or received after the last date would not be entertained.

The candidates who apply for the above mentioned post would not be allowed to withdraw his application.

Encl: As above

Yours faithfully

(KAMAL DEEP)

DEPUTY SECRETARY (ADMN.)

Copy for information:

1. P.S. to ACS (A.R.), Administrative Reforms Deptt., GNCTD.
2. P.S. to Secretary (P.G.C.).
3. Section Officer (IT), P.G.C., should upload this letter along with annexures on the website of P.G.C.
4. Guard file.