

**No. A-12011/13/2005-Estt.**  
**Government of India**  
**Ministry of Consumer Affairs, Food & Public Distribution**  
**Department of Consumer Affairs**

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Krishi Bhawan, New Delhi  
Dated the 30<sup>th</sup> November, 2023

**CIRCULAR**

**Subject: Filling up of two (02) posts of Staff Car Driver (Ordinary Grade) (General Central Service, Group 'C', Non-Gazetted, Non-Ministerial) in Level 2 of the Pay Matrix (Rs. 19900-63200/-) in the Department of Consumer Affairs.**

Department of Consumer Affairs invites applications for filling up of the two posts of Staff Car Driver (Ordinary Grade) in this Department in Level 2 of Pay Matrix from the following:

- (i) **On deputation/absorption basis:** From the officials holding the post of Dispatch Rider on regular basis **or** regular Group C employees in Level 1 of Pay Matrix in the Central Government who fulfill the necessary qualifications.
- (ii) **On deputation/re-employment basis:** From the Armed Forces Personnel who are due to retire or who are to be transferred to reserve within a period of one year and having the requisite experience and qualifications.

2. The eligibility conditions are detailed in **Annexure-I**. Eligible and desirous candidates, in good health, may submit their applications (completed in all respects) in the format prescribed at **Annexure-II** along with relevant documents **through proper channel** by email at [soestt-ca@gov.in](mailto:soestt-ca@gov.in) or to the '**Under Secretary (Estt.), Department of Consumer Affairs, Room No. 374-A, Krishi Bhawan, New Delhi-110001**'. The last date for receipt of Application in this Department is **29.12.2023 (Friday)**. Applications received with incomplete information or received beyond the closing date will not be considered.

Encl.: As above.



**(Bal Krishna Thakur)**

**Under Secretary to the Government of India**

**To,**

1. Under Secretary, CS.I Division, DoPT, Lok Nayak Bhawan, New Delhi with a request to upload this Circular on website of DoPT for wide publicity.
2. Joint Secretary (Estt.), Department of Defence, Room No. 198A, South Block, New Delhi.
3. Director General, Directorate General Resettlement, Department of Ex-Servicemen Welfare, West Block-IV, R. K. Puram, New Delhi-110066.
4. NIC Cell with request to upload this circular on the website of this Department.
5. E-office notice board.
6. US (NTH) with request to circulate the vacancies among all eligible employees of NTH.
7. Director (LM) (I/C) with request to circulate the vacancies among all eligible employees of Directorate of LM (IILM and all RRSLs).

**Eligibility conditions for appointment to the post of Staff Car Driver (Ordinary Grade) in the Department of Consumer Affairs**

**Essential:**

- (i) Possession of a valid driving license for motor cars;
- (ii) Knowledge of motor mechanism (candidate should be able to remove minor defects in vehicle);
- (iii) Experience of driving a motor car for at least three years; and
- (iv) Pass in 10<sup>th</sup> Standard.

**Desirable:**

Three years' service as Home Guard/Civil Defence Volunteer.

**For Armed Forces Personnel:**

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

**Note:** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or Department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation or absorption shall be 'Not exceeding 56 years' as on the closing date of receipt of applications.

**PROFORMA**

- 1. Name**
- 2. Father's Name**
- 3. Date of Birth**
- 4. Present Post Held  
(including place of posting)**
- 5. Level in the Pay Matrix of the Post Held**
- 6. Educational Qualification**
- 7. Residential Address**
- 8. Whether holding permanent Driving  
License and the date up to which it is valid  
(copy to be attached)**
- 9. Experience (if any), documentary proof  
to be attached**
- 10. Whether belongs to SC/ST/OBC/EWS  
(copy of certificate to be attached)**
- 11. Contact Number & Email ID**

**Signature of the Applicant**

**Date:**

**Place:**