

RECRUITMENT RULES FOR STAFF CAR DRIVER (ORDINARY GRADE) IN DGCI&S

Name of Post.	No. of post	Classification	Level in the pay matrix	Whether selection post or non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits.
1	2	3	4	5	6	7
STAFF CAR DRIVER (ordinary grade)	1 * (2017)	General Central Service (Group 'C') Non-gazetted. Non-Ministerial	Level – 2 in the pay matrix Rs. 5200-20200/-	Not applicable	Between 18 and 25* years (Relaxable for Govt. Servants upto 40 years in accordance with the instructions or Orders issued by the Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahul & Spiti District and Pangti Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands of Lakshadweep). *If the 'direct recruitment is to be made by "direct open competitive Examination, the age limit would 18-27 years.	Essential (i) Possession of a valid driving license for motor car; (ii) Knowledge of motor mechanism (The candidate should be able to remove minor defects in vehicle), (iii) Experience of driving a motor car for at least 3 years; (iv) Pass in 10 th standard. Desirable (1) 3 years service as Home Guard /Civil volunteers. Note 1:- The qualification regarding experience is relaxable at the discretion of the competent authority. Note 2:- In the case of candidates belonging to the Scheduled Castes or Scheduled Tribes if at any stage of selection the competent authority is of the opinion that the sufficient number of candidates with requisite experience is not likely to be available to fill up the vacancy reserved for them.

- Subject to variation dependent on workload.

Whether age & educational qualifications prescribed for direct recruits will apply in the case of promotees.	Period of probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods.	In case of Recruitment by Promotion/ Deputation/Absorption, grades from which Promotion/ Deputation/Transfer to be made.	If a Departmental Promotion Committee exists what is the composition?	Circumstances in which the Union Public Service Commission is to be consulted to making recruitment.
8	9	10	11	12	13
Not Applicable	Two years for direct recruits or reemployed	Deputation/Absorption failing which by direct recruitment. For Armed Forces personnel: Deputation/re-employment	<p><u>Deputation/Absorption</u> From amongst the regular Dispatch Rider (Group C) and Group C employees in Level 1 of pay Matrix in the Directorate General of Commercial Intelligence & Statistics who possess valid Driving Licence for Motor Cars on the basis of a Driving test to assess the competence to drive Motor cars failing which from officials holding the post of Dispatch Rider on regular basis or regular Group C employees in Level 1 of pay Matrix in other Ministries of the Central Government who fulfill the necessary qualifications as mentioned in column 7.</p> <p><u>Deputation/re-employment for Armed Forces Personnel :</u> 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 upto the date on which they are due for release from the Armed Forces; thereafter they may be continued on re-employment.</p> <p><u>Note:</u> 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/Department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation/ absorption shall be 'Not exceeding 56 years' as on the closing date of receipt of applications.</p>	Group C Departmental Confirmation Committee for considering confirmation cases <ol style="list-style-type: none"> 1. Director General/ Head of the Department - Chairman 2. Director/Joint Director – Member 3. Deputy Director (Administration)/ or an officer entrusted to do the work of Deputy Director (Administration) - Member. 4. An Officer of appropriate status of any other office – Outside Member 	Not Applicable

(Subhajit Roy)
Deputy Director/Head of Office