

Government of India

Central Ground Water Board

Ministry of Jal Shakti

Department of Water Resources

River Development and

Ganga Rejuvenation

Central Region, Nagpur- 440001

Regional Director, Central Ground Water Board, Ministry of Jal Shakti, Department of Water Resources, River Development and Ganga Rejuvenation, Central Region, N.S. Building, Opp. Old VCA, Civil Lines, Nagpur-440001 invites applications for recruitment of **26 posts of Staff Car Driver (Ordinary Grade)** Group-'C' (Ministerial, Non-Gazetted), temporary but likely to continue in Central Ground Water, Ministry of Jal Shakti, Department of Water Resources, River Development and Ganga Rejuvenation, Government of India. Applications may be submitted in an envelope super scribing **"APPLICATION FOR THE POST OF STAFF CAR DRIVER (ORDINARY GRADE), GROUP-'C' (MINISTERIAL, NON-GAZETTED)"** Post addressed to the Regional Director on the above address by registered / speed post to reach **on or before 30 days of publication date of advertisement**. The eligibility and other details are mentioned below:-

S. No.	Details of Posts	Description of Post
1.	Name of Post	Staff Car Driver (Ordinary Grade)
2.	Number of Post	Category
		UR
		EWS
		OBC
		SC
		26 Posts
3.	Classification	General Central Service Group-C (Non-Gazetted, Ministerial)
4.	Level in the Pay Matrix	Level-2 (Rs. 19,900) in the Pay Matrix
5.	Whether selection post/non selection post	Non-Selection
6.	Age Limit	Between 18 to 27 years (Relaxable for Government servants upto 40 years in accordance with the instructions or orders issued by the Central Government) Note 1: The crucial date for determining the age limit shall be the closing date for receipt of application from candidates in India (and not for those in Assam, Meghalaya, Manipur, Nagaland, Arunachal Pradesh, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti Division and Pangi Sub-division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep).
7.	Educational and other qualification/ experience required for direct recruits	(i) Matriculation from a recognised Board. (ii) possess driving licence for Heavy vehicle; (iii) three years experience of driving Heavy Vehicle; (iv) knowledge of motor mechanism; and (v) ability to read and write Hindi or English language and numbers.
8.	Method of recruitment whether by direct or by promotion or deputation or absorption and percentage of vacancies to be filled by various method.	Direct Recruitment (as per the relevant Recruitment Rules).
9.	In case of recruitment by promotion or deputation or absorption grade from which promotion or deputation or absorption is to be made.	Not applicable
10.	Place of work	Anywhere in India
11.	Period of Probation	02 (Two) years
12.	Regular or temporary	Post is temporary but likely to continue
13.	Last date of receipt of application	The envelope containing the application should be marked /super scribed as "APPLICATION FOR THE POST OF STAFF CAR DRIVER (ORDINARY GRADE), GROUP-'C' (MINISTERIAL, NON-GAZETTED)" Post addressed to the Regional Director on the above address by registered / speed post to reach on or before 30 days of publication date of advertisement up to 17:00 hours . Application received after the due and time will not be accepted and are liable to be summarily rejected. This office is not responsible for any postal delay.
14.	How to apply	Interested candidates who fulfil the above requirements and are willing to serve anywhere in India may apply. If already in Government Service may apply through proper channel in the specimen format given below

		along with attested photocopies of certificates in proof of age, caste certificate, qualification, experience, driving licence etc. It should be ensured that application is complete in all respects should be sent to the office of the Regional Director, CGWB, Central Region, N.S. Building, Opp. Old VCA, Civil Lines, Nagpur-440001 by speed/registered post and the envelope containing the application should be marked as "APPLICATION FOR THE POST OF STAFF CAR DRIVER (ORDINARY GRADE)" . In case where grading is indicated in alphabet (viz A,B,C,etc,) the applicants should furnish the percentage of marks, calculation details which is given on the reverse side of the marks sheet.
15.	Other Information	Applications which are incomplete/illegible/unsigned/not supported with requisite documents received after due date or otherwise deficient in any manner will be out rightly rejected. Mere fulfilling the minimum prescribed qualifications and experience will not vest any right in candidate being called for interview. A screening Committee will scrutinize all the applications received for the post and only short-listed candidates will be called for the interview/trade test. The decision of the Screening Committee will be final. No correspondence whatsoever will be entertained in this regard to the recruitment of the post at any stage. The exact date and time of interview/trade test etc. will be communicated to the short-listed candidates separately. The Organization will not be responsible for postal delay in receipt of the application. Candidates already employed in Central/ State/Public Sector, Undertakings should submit their application through proper channel by obtaining NO OBJECTION CERTIFICATE from their Employer.

- Note:**
- Vacancies may be increased or decreased on sole discretion of CGWB.
 - Mere selection will not confirm any right of candidate for appointment.
 - The Regional Director/Central Headquarter, CGWB reserves the right to cancel the recruitment at any stage without assigning any reason.
 - Addendum/corrigendum, if any, issued in relation to this advertisement will be published only on CGWB website. Candidates are therefore advised to visit the website frequently for updates regarding the recruitment.
 - Application format is given herewith.

(N.Varadaraj)
REGIONAL DIRECTOR
CGWB, CR, NAGPUR

FORMAT OF APPLICATION

Affix Recent
Passport
size
photo

1.	Application for the Post	Staff Car Driver (Ordinary Grade)
2.	Full Name (in BLOCK LETTERS)	
3.	Father's Name	
4.	Date of Birth	
5.	Sex	
6.	Category (UR/OBC/SC/ST/EWS/ExSM)	
7.	Nationality	
8.	Permanent Address	
9.	Address for correspondence	
10.	Educational and other Qualifications:- Matriculation from (i) Matriculation from a recognised Board, (ii) possess driving licence for Heavy vehicle; (iii) three years experience of driving Heavy Vehicle; (iv) knowledge of motor mechanism; and (v) ability to read and write Hindi or English language and numbers	
11.	Employment Exchange Registration No. Date and place of registration, if any.	
12.	Whether ready to serve anywhere in India (Yes/ No)	
13.	List of enclosures (Self attested copies of all certificates should be enclosed. a. Educational qualification (Marks card of Matriculation) b. Driving Licence for Heavy Vehicle c. Experience Certificate of driving heavy vehicle d. Proof of Date of Birth e. Caste Certificate (If applicable) f. Employment registration card g. Any other details	

DECLARATION

I do hereby declare that all the statement made in the application by me in this form are true, complete and correct to the best of my knowledge and belief. In the event of any information being found to be false or incorrect or ineligibility being detected at any stage, my candidature or appointment may be cancelled or terminated without notice.

Place:

Date:

CBC 45103/12/0001/2223

Signature of Applicant
EN 17/74