

No. 11/2/2019-Admn. II
Government of India
Ministry of Information and Broadcasting
Press Information Bureau

716, 'A' wing, Shastri Bhawan
New Delhi-01, dated: 14.01.2025

CIRCULAR

Subject:-Filling up of the post of Staff Car Driver (Ordinary Grade) on deputation basis at PIB, New Delhi.

It is proposed to fill up a post of Staff Car Driver (Ordinary Grade) on deputation basis for a period of three years in PIB (Hq.) possessing valid Driving License for motor cars. The pay level and eligibility conditions of the post, as per the existing RRs, are as follows:-

1. Name of the post : Staff Car Driver (Ordinary Grade) (Group 'C', Non-Gazetted)
2. No. of post : One (1).
3. Level in the Pay Matrix: Level 2 (Rs. 19,900-63,200).
4. Eligibility condition:

Essential	Desirable
<ol style="list-style-type: none">1. Possession of a valid driving license for motor cars;2. Knowledge of motor mechanism3. Experience of driving a motor car for at least three years;4. Pass in 10th standard.5. The maximum age limit for appointment shall be not exceeding fifty-six year as on the closing date of receipt of applications.	<ol style="list-style-type: none">1. Three years service as Home Guard or Civil Volunteers

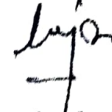
2. The applicants will be required to undergo a driving test and then will be screened by the DPC for recommendation.

3. The candidate appointed to the post will be on deputation and will be entitled to draw deputation (duty) allowance as per Department of Personnel's O.M. No. 2/22(B)/2008-Estt (Pay-II), dated 03/09/2008 as amended from time to time or as per Department of Personnel's O.M. No. 6/8/2009-Estt (Pay-II), dated 17/06/2010 and OM No. 2/11/2017-Estt.(Pay-II) dated 24.11.2017.

4. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization / department shall ordinarily not exceed three years.

5. Application of eligible and willing officials in the proforma given as Annexure-A along with the prescribed certificates by the Head of Office/ Forwarding Authority may be sent through proper channel to the **undersigned within a period of 30 days from the date of publication of this circular in the Employment News.**

6. **The applications complete in all aspects should reach Shri Brajesh Godra, Joint Director(Admn.), Room No. 716, Press Information Bureau, Ministry of Information & Broadcasting, A-wing Shastri Bhawan, New Delhi-110001.** Applications received after the expiry of the prescribed period and/or found to be incomplete in any manner will not be considered for selection to the post. Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.



(Brajesh Godra)
Joint Director (Admn.)
Tel.: 23383648

To

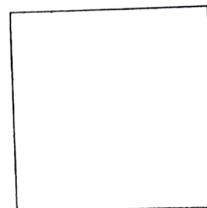
1. All Ministries/Departments under Central Government.
2. All Media Units of M/o I&B.
3. CBC with the request to get the advertisement published in the next issue of "Employment News" under intimation to this Department.

ANNEXURE-A

APPLICATION FOR THE POST OF STAFF CAR DRIVER (ORDINARY GRADE) IN PRESS
INFORMATION BUREAU

1. Name and Designation :
2. Date of Birth :
3. Official Address with Contact details :
4. Educational Qualification :
5. Details of Service in chronological order

Photo



Sl. No	Name of the office	Category	Period		Whether Regular/Adhoc/Deputation/Others	Pay Level of Pay Matrix
			From	To		

6. Driving experience :
 - a. Driving License no. (enclose a copy of Driving License)
 - b. Date of issuance of motor car Driving License
7. Do you have the knowledge of motor mechanism :
8. Whether belong to reserved category (if yes, then indicate SC/ST) :
9. Please state clearly whether in the light of Entries given above, you meet the requirement of the post. :
10. Any other relevant Information :
11. Contact No. :

DECLARATION

I hereby declare that all the statement made in the application is 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/ appointment may be cancelled/ terminated without issuing any notice.

Signature of Applicant

Date:

Countersigned by Head of Department/Office

CERTIFICATE

(To be furnished by the Employer/ Head of Office/ Forwarding Authority)

The information/ details provided in the above application by are true and correct as per the facts available on records. He/she possesses educational qualification and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

i) There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt.....

ii) His/ Her integrity is certified.

iii) His/ Her CR Dossier in original is enclosed/ photocopies of the ACRs for the last 5 years duly attested by an office of the rank of Under Secretary of the Govt. of India or above are enclosed.

iv) No major/ minor penalties have been imposed on him/her during the last 10 years/ list of major/minor penalties imposed on him/her during the last 10 years is enclosed.

Place:

Date:

**Signature and Name
of Head of Officer with office seal
Phone No.**