

No. B-3/17/XV/2020(Part File)  
Government of India,  
Ministry of Communications  
Department of Posts  
(O/o the Senior Manager, Mail Motor Service, New Delhi)

Delhi Dated 14.10.2021

APPLICATIONS ARE INVITED FROM THE ELIGIBLE INDIAN CITIZEN FOR THE FOLLOWING POSTS

Sl No.	NAME OF POSTS	No of Vacancies	BREAK-UP				
			UR	SC	ST	OBC	EWS
1	Motor Vehicle Mechanic (Skilled)	06*	02	01	01	01	01
2	Motor Vehicle Electrician (Skilled)	02	01	-	-	01	-
3	Tyreman (Skilled)	03	02	-	-	01	-
4	Painter (Skilled)	02	01	01	-	-	-
5	Fitter (Skilled)	02	01	-	-	01	-
6	Copper & Tin Smith (Skilled)	01	01	-	-	-	-
7	Upholster (Skilled)	01	01	-	-	-	-
Total		17	09	02	01	04	01

\*One post of M.V. Mechanic is reserved for Ex-Serviceman (ESM) & will be filled up from any category and then be adjusted horizontally against respective categories viz UR/SC/ST/OBC/EWS as the case may be depending upon the category to which the selected candidate belongs to, that means the vacancy earmarked for Ex-'serviceman is included within the total vacancies of Motor Vehicle Mechanic.

SCALE OF PAY FOR SKILLED ARTISANS : Rs, 19900 to 63200 (Level 2 in the pay Matrix as per 7<sup>th</sup> CPC)  
LAST DATE FOR RECEIPT OF APPLICATION : **On or before 11.12.2021 by 17.00 Hours.**

1 **ELIGIBILITY:**

a) **Age Limit for direct recruits:**

18 to 30 years as on 01.07.2021 (Relaxable 5 years for SC/ST, 3 years for OBC (Non Creamy Layer), for Government Servants upto 35 years in accordance with the instructions or orders issued by Central Government and for Ex- Serviceman upto a maximum of 3 years [08 ( 3+ 5 ) years for SC/ST and 06 (3+3) years for OBC, after deduction of the Military Service rendered from the actual age]. The caste/category certificate submitted in the prescribed format for appointment to posts under the Government of India will be considered for availing relaxation under SC/ST/OBC/EWS/ESM.

b) **Educational & Other qualifications for direct recruits:**

- (i) A Certificate in the respective trade from any Technical Institution recognized by the Govt. OR VIII Std. passed with experience of one year in the respective trade.
- (ii) Candidate who apply for the post of Motor Vehicle Mechanic should possess a valid Driving License to drive Heavy Vehicles.

- c) Period of Probation : One Year  
d) Method of recruitment : Direct Recruitment.

2. **METHOD OF SELECTION:**

Selection of Skilled Artisans shall be made from, amongst the candidates possessing the requisite qualifications and valid driving license (only for Motor Vehicle Mechanic) by means of Competitive Trade Test. The date and venue of the test with syllabus will be intimated separately to the eligible candidates at their correspondence address. No intimation will be sent in respect of other applicants who are not eligible.

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**Application should be submitted giving the following bio-data:**

- (i) Full name (in block letters) (ii) Father's full name (in block letters) (iii) Post Applied for & Trade (iv) Permanent Address (v) Address for correspondence with Pin code (vi) Citizenship :Indian/Others (vii) Date of Birth (By Christian Era) (viii) Age as on 01.07.2021 in format:- Years- Months- Days (ix) Reservation Category :UR/SC/ST/OBC/EWS/ESM (x) Educational Qualification (xi) Technical Qualification (xii) Trade Experience (xiii) Issue of Driving License (HMV) details with validity (in case of M.V. Mechanic only) (xiv) Any other relevant information (xv) Self attested photo by the candidate.

**Application must be signed by the candidate and accompanied with-**

1. Photocopies of the following certificates self attested by the candidate.
  - i) Age proof.
  - ii) Educational Qualification as indicated at SI 1(b)(i).
  - iii) Technical Qualification.
  - iv) Driving License (HMV) in case of M.V. Mechanic.
  - v) SC/ST/OBC/EWS/ESM/etc. certificate issued by Competent Authority in the prescribed format.
  - vi) Experience certificate of respective trade.
  - vii) Address proof & Photo ID proof etc.
  - viii) Other Backward Classes (non creamy layer) certificate if any.
  
2. Two copies of recent passport size photographs self attested by the candidate. One should be pasted in the application form and the other should be attached with the application form.

The separate application should be sent for each Trade Post in separate envelop and the candidate should superscribe the post applied for on the envelop & Application, which should be addressed to "**The Senior Manager , Mail Motor Service, C-121, Naraina Industrial Area phase-I, Naraina, New Delhi -110028 and should be sent through Speed Post/Registered Post only.** Applications received by other means will be rejected and one application for multiple trades will also be rejected.

The last date of receipt of application is on or before **11.12.2021** by 17.00 Hours. Application(s) without complete information or without copies of desired certificates or the applications(s) enclosing copy/ copies of the certificate(s) **without self attestation will be rejected straight way** without any notice or information.

The application format and requisite details with regard to age limit, eligibility, qualification/experience and other terms and condition are available on the website:- "**www.indiapost.gov.in**".

**Encl : Format of Application**

  
Senior Manager  
Mail Motor Service, New Delhi-110028





**APPLICATION FORM FOR THE POST OF .....**  
**(DIRECT RECRUITMENT AT MAIL MOTOR SERVICE, NEW DELHI-110028)**

Passport size  
 photograph duly  
 attested by self to be  
 pasted here.

1	Full name (In Block letters)				
2	Father's full name (In Block letters)				
3	Post applied for				
4	Permanent Address with pin code				
5	Correspondence Address with pin code				
6	Nationality/Citizenship				
7	Date of Birth (in figures & Words) (Proof to be enclosed)	Date	Month	Year	In words-
8	Age as on 01.07.2021				
9	Community / Category (UR/SC/ST/OBC/EWS/ESM/etc.)				
10	If ESM, mention Length of Service	Years _____	Months _____	Days _____	
11	Details of educational qualification				
12	Technical qualification				
13	Technical Experience				
14	Issue of Driving License details with Validity for Motor Vehicle Mechanic	HMV	Issued on	Valid upto	
15	Any other relevant information				

I hereby declare that the information provided is true to the best of my knowledge and I understand that my application can be rejected if any of the updation provided by me is found false.

Date :

Place :

Signature of applicant

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