

**GOVERNMENT OF INDIA, MINISTRY OF DEFENCE**

**752 TPT COY ASC (CIV GT) TYPE 'A'**

**RECRUITMENT NOTICE**

Applications are invited from eligible Male Indian National to fill up following vacancies :-

Ser No	Name of post	Pay scale of the post	Educational Qualification Required	Category				Total posts
				UR	SC	ST	OB C	
(a)	Civilian Motor Driver (Ordinary Grade)	Pay Band -1 Rs. 5200-20200 with Grade Pay of Rs. 1900/-	(a) Matriculation pass or equivalent from a recognized Board/Institute.  (b) Must possess the Civilian Driving Licence for Heavy Vehicles and have two years experience of driving such vehicles.	01	01	01	-	03

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**APPLICATION FOR THE POST OF CMD (OG) IN**  
**752 TPT COY ASC (CIV GT) TYPE 'A', PIN 900449, C/O 56 APO**

Paste photograph  
duly attested by a  
Gazetted Officer

1.	Post applied for	
2.	Name of the Candidate (IN BLOCK LETTERS)	
3.	Father's Name	
4.	Date of Birth (Att copy of birth certificate duly attested)	/ /
5.	Age as on last date prescribed for receipt of application	Years Months Days
6.	Address for correspondence	House No/Name
		Street/Village
		Post Office
		Tehsil
		District
		State
		PIN Code
7.	Permanent Address	Contact No (Mob)
		House No/Name
		Street/Village
		Post Office
		Police Station
		Tehsil
		District
8.	Caste (Attach Certificate in case of SC/ST/OBC)	State
		PIN Code
9.	Education Qualification (Attach education certificate duly attested)	Contact No (Mob)
10.	Any other qualification/experience (Attach copy of experience certificate duly attested)	
11.	Category for which applied (Attach copy duly attested)	Gen/OBC/SC/ST
12.	Technical Training/Experience	
13.	Domicile (Attach copy duly attested)	
14.	Whether registered with any Employment Exchange	ST/SC/Gen (UR)
		Yes/No. If yes, mention - Registration No : Name of Employment Exchange
15. I hereby certify that above particulars mentioned in the application are correct and true to the best of my knowledge and belief, if particulars mentioned by me are found false at any stage then I shall be liable to be terminated without any notice		

Dated :  
candidate)

(Signature of

**FOR OFFICIAL RECORD ONLY**

1.	Received on	
2.	Accepted/Rejected	
3.	Reason for rejection : Underage/Overage/Incomplete documents/Any other reason to be specified	
4.	Index No	
5.	Date of Test	

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**ACKNOWLEDGEMENT CARD**

**Post :**

Paste photograph  
(Similar to one on  
application)

1.	Name		
2.	Father's Name		
3.	Address for correspondence (To be filled same as per Column 6 of application form)	House No/Name	
		Street/Village	
		Post Office	
		Tehsil	
		District	
		State	
		PIN Code	
	Contact No (Mob)		
4.	Index No		
5.	Date and Time of Written Test/Skill Test		
6.	Venue of Written Test/Skill Test		

**(Signature of Controlling Officer)**



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## GENERAL INSTRUCTIONS

1. **Age limit.**
    - (a) 18 to 27 yrs for Gen candidates for the post of Civilian Motor Driver (Ordinary Grade).
    - (b) Age relaxation is admissible to SC/ST candidates apply against SC/ST upto 05 yrs.
  
  2. All posts are temporary but likely to be permanent under Min of Def office after a probation period of two years.
  
  3. Candidates after selection will be subject to All India Service Liability Rules, Field Service Rules and Army Act 1950.
  
  4. Selection will be subject to written test, skill test, medical fitness, verification of character and antecedents and SC/ST and OBC (belonging/not belonging to creamy layer) status, from appropriate civil authorities.
  
  5. Applications invited on A4 size papers only as per the format given at Appendix below. While sending the applications, the candidates are required to superscribe on the top of envelope **"APPLICATION FOR THE POST OF CMD (OG) ST/SC/UNRESERVED"**. The copies of certificates regarding caste status, educational qualifications, experience and date of birth must be attached duly attested by a Class One Gazetted Officer. **Certificate/documents which are in language other than in Hindi or English, should be translated into Hindi or English by Govt approved translator duly attested be enclosed along with the attested copies of originals.** A self addressed envelope size 12 cms x 27 cms duly affixed with Rs. 25/- postage stamp be sent along with the application.
  
  6. The lower/upper age limits prescribed for the posts i.e. cut off date will be 21 days from the date of publication of this advertisement i.e. the last date of receipt of application by the appointing authority.
  
  7. Applications duly completed in all respects be sent by Registered Post to OC 752 Tpt Coy ASC (Civ GT) Type 'A', PIN 900449, C/O 56 APO **within 21 days** (Twenty one days) from the date of publication of this advertisement. Application after due date will not (WILL NOT) be entertained/accepted. No application will be accepted in person by hand or through any representative.
  
  8. Before applying for the post, the candidates should ensure that he fulfills the eligibility and other criteria. Recruitment authorities would be free to reject any application not fulfilling the requisite criteria, at any stage of recruitment, and if erroneously appointed, such candidates shall be liable to termination from service.
  
  9. Date and time and place of test will be mentioned in the Acknowledgement Card. No separate letter except Acknowledgement Card will be issued.
  
  10. Department will not (WILL NOT) be responsible for any postal delay.
  
  11. No (NO) travelling allowance will be admissible for the test. Candidates will make their own boarding/lodging arrangement for test.
  
  12. Unit will not be responsible to pay any damages in case of injury/details of candidate during physical test.
  
  13. The Candidates should be in possession of Acknowledgement Card sent by this unit and all original certificates in support of age, educational qualification, experience, caste and registration certificate from their local Employment Exchange if names already registered with them at the time of test/interview. Individuals who are not in possession of Acknowledgement Card will not be entertained.
  
  14. Candidates living with more than one spouse or married another spouse while the first spouse is alive are not eligible to apply.
  
  15. Candidates already employed in Central/State Govt Offices/PSU should submit their application through proper channel duly submitting service certificate and "No Objection Certificate" from the employer.
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16. One self addressed envelope along with one Passport size photograph without wearing cap & goggles/coloured glasses should be enclosed with the name and fathers name written on reverse required to be bring by short listed candidates at the time of reporting for tests. The photograph should be similar to the one on application.

17. If the number of candidates fulfilling the requisite minimum educational qualifications, age, etc is too large, considering the number of posts to be filled up, further screening will be done to limit the number of candidates to those with higher percentage of marks in the prescribed minimum educational qualification without giving any weightage to higher qualifications, if possessed by the candidates. Since the applications may be short-listed, mere fulfillment of essential qualifications and experience does not vest any right in a candidate for being called for Tests. All applications received will be scrutinized/screened and Selection Committee/Board of Officers will organize a written test and skilled test for short listed candidates to be called for test. This unit/Board of Officers reserves the right to call for Test only those candidates who in its opinion are likely to be suitable and will not entertain any correspondence in this regard.

18. Only shortlisted candidates will be called for the test (as per standard of minimum qualifications prescribed in recruitment rules). Candidates will be short listed at each stage of selection procedure. Date & Time of test will be intimated by post separately to the eligible candidates.

19. Medium of writing in application form and tests etc will be Hindi or English only.

20. A select panel equal to the number of vacancies notified and based on the performance of candidates in tests will be drawn up. All the candidates on the select panel will be offered an appointment subject to medical fitness test, Police verification, Education and Caste certificate verification before actual appointments. The reserve panel will be operated strictly as per merit only in case a candidate from the select panel refuses appointment or is disqualified. The reserve panel will not be operated for any subsequent recruitment i.e. additional vacancies in the same year or next year.

21. Incomplete applications are liable to be rejected.

22. The recruitment process can be cancelled/suspended/postponed without assigning any specific reasons. The decision of appointing authority will be final and no (NO) appeal will be entertained

23. 752 Tpt Coy ASC (Civ GT) reserves the right to withdraw the vacancies and terminate the appointment during the period of probation without assigning any reasons.

**WARNING**

All the candidates are warned to be careful from the self styled agents and also requested to report to the OC 752 Tpt Coy ASC (Civ GT) against any malpractice seen/observed by them.

Case No- 315/Rect/ST/2

Dated 13 Aug 2016

(Sandeep Goswami)  
Lt Col  
Officer Commanding

daup 10602/11/0037/1617