

Government of India
Ministry of Defence (DGQA)
Senior Quality Assurance Establishment
(Vehicles)

Hastings, Kolkata-700022

Applications are invited from Indian Nationals for the undermentioned post at Senior Quality Assurance Establishment (Vehicles), Hastings, Kolkata-700022.

Name of the Post	Details of reservation	Total
Civilian Motor Driver (OG)	UR-1	1

Note : The incumbent on recruitment will be on probation for 2 years.

Place of Work :

The Senior Quality Assurance Officer, Senior Quality Assurance Estt (Vehicles) Hastings, Kolkata - 700022 but the services are liable to be transferred to any DGQA Establishment throughout India.

Eligibility Conditions :

Qualifications i) Matriculation (10th Class pass) from any recognised Board.
ii) Professional skill in driving, knowledge of motor mechanics, general smartness and holding of valid permanent license for driving cars and heavy vehicles, with at least four years experience in driving.

Pay scale PB-1 5200-20200 + 1900 plus allowance as admissible to Central Government employees from time to time.

Age : Not exceeding 27 years (Relaxable for departmental candidates upto the age of 40 years in case of general candidates). The crucial date for determining the age limit shall be the closing date for receipt of applications from the candidates.

2. Application should be addressed to The Senior Quality Assurance Officer, SQAE (Vehicles) Hastings, Kolkata - 700022 and Candidates should super scribe the name of post applied for, advertisement No and date on the TOP of the envelope.

3. The application should reach within **21 days** from the date of advertisement in the Employment News.

4. General conditions applicable are given below :

(a) The applications must be submitted in the prescribed proforma duly typed or neatly handwritten in English/Hindi on a plain paper, along with attested copies of the relevant certificates. The experience certificates must contain period with dates, name of the post held, salary drawn and nature of work done.

(b) Candidates are required to submit a self-addressed envelope of size 25 cms x 10 cms with ` **23/- postage stamp affixed on it along with the application** for sending call letters by registered post.

(c) The selection of candidates will be based on Driving test and interview.

(d) The management reserves the right to shortlist on reasonable grounds.

(e) Candidates working in Government Offices/Public Sector Undertakings/ Autonomous Bodies should apply through proper channel and they should submit NOC along with a certificate from their Head of Establishment that "No Vigilance and/or disciplinary cases are pending or is being contemplated against him/her and he/she is not under currency of penalty".

(f) Incomplete or unsigned applications received without photographs or proper enclosures or received after due date will be summarily rejected.

(g) Photographs must be pasted on the application, hall ticket and must be duly attested by a Gazetted Officer.

(h) Canvassing in any form will be disqualification and candidature of such candidates is liable to be summarily rejected.

(i) The crucial date for determining the age and eligibility shall be closing/last date for receipt of the application.

(j) Date, venue and time of the written test/interview shall be intimated later.

(k) The applicant should not have more than one living wife at the time of appointment, if selected for the post.

Format of Application

Post applied for : CMD (OG)

Advertisement No. & Date

1. Name of the candidate (in block letters) :

2. Father's/Husband's name :

3. Whether SC/ST/OBC/PH/Ex-SM

(attach necessary certificate issued from competent authority/civil surgeon) :

4. Date of Birth (attach attested copy of the birth certificate) :

5. Nationality :

6. Academic/Technical Professional Qualification :

Name of School	Name of recognized University/Board of Examination	Examination passed	Division/Class obtained	Percentage of marks obtained

7. Experience, if any, details showing last pay drawn

Post held	Emoluments	From	To	Name & address of employer	Nature of work

8. Present postal address for communication

9. Permanent address

Declaration

I do hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found or incorrect detected before, or after test/interview, my candidature will stand cancelled and claims for the recruitment will stand forfeited.

Station :

Signature of the Applicant

Date

Encl : 1. Attested copies of Educational Qualification/Technical Qualification.

2. Attested copy of Date of Birth Certificate.

3. Self-addressed envelope with stampage of ` 23/-

4. Admit card in duplicate.

Admit Card for Recruitment to the Post of CMD (OG)

(On a separate sheet of paper in double space)

1 Name (in block letters)

2 Full address for communication

3 Date and Time of written test

4 Venue of Test

Affix passport size
photograph duly
attested by Gazetted
Officer

Signature of the Candidate

Note : Admit Card should be submitted in duplicate duly filled in S.No.1 to 2 by the applicant.

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