

Recruitment Notice For Civilian Motor Driver (ORD GDE)

1. Applications are invited by 5011 ASC BN (MT) for the post of Civilian Motor Driver (Ord Grade) from Indian National eligible candidates:-

Category	No of Post	Age limit as on closing date	Qualification	Pay Scale
General	02 (Two)	18 to 27 years	or equivalent. (b) Must possess a civil driving licence for driving heavy vehicles and 02 yrs experience on driving vehicles.	(a) Minimum Matriculation Rs. 5200-20200/- + G.P. Rs. 1900 + allowances as admissible to Central Govt Employees.

2. **Age limit for Ex-servicemen.** Service rendered in Army/Navy/Air Force shall be deducted from actual age and resultant age should not exceed the maximum age limit i.e. 25 years prescribed for the post by more than three years.

3. Candidates fulfilling above conditions may submit their applications as per the format given below and attach the following documents alongwith the application:-

(a) Affixing two passport size photographs duly attested by Gazetted officer one on right hand corner of application and one on Acknowledgment Card.

(b) Attested copies of following certificate:-

(i) Education qualification certificates.

(ii) Birth Certificate.

(iii) Discharge certificate for Ex-Servicemen where applicable.

4. Candidates will enclose a self addressed envelope affixing postal stamps of Rs. 22/- required for registered cover for return of acknowledgement card so as to reach (Commanding Officer, 5011 ASC Bn (MT), Pin-905011, C/o 56 APO) by 1600hrs **on 20 May 2011**. The covering letter envelop should be marked with "**Application for the post of Civil Motor Driver(ORD GDE)**". No application will be entertained after closing date i.e. 20 May 2011.

5. Test/Interview will be held at 5011 ASC Bn (MT) on dates mentioned in acknowledgement Card Applicants should report to 5011 ASC an (MT) on date and time of test/Interview as mentioned in the Acknowledgment Card. No separate letter except acknowledgment card will be issued.

6. The individual should be in possession of acknowledgement card sent by this unit and all original documents for verification at the time of interview. No individual who are not in possession of acknowledgement card will be entertained.

7. The number of candidates to be called for interview will be restricted to 10 times of number of vacancies. A bench mark percentage will be fixed for the same depending on the number of likely applicants.

8. Note:-

(a) Please note that incomplete applications without affixing photograph or without enclosing attested copies of educational certificate/showing date of birth and caste certificate (as applicable) or if applicant is found overage on last date of receipt of application as indicated above will be rejected and candidate will not be entertained for interview.

(b) Candidates must ensure that no column is left blank or wrongly filled. Applications not filled correctly are liable to be rejected and the onus of such rejection would be on the candidate himself. The unit administration will not entertain any claim after such rejection. The application format be typed on A4 side paper and forwarded to this unit.

(c) No application will be accepted in person by hand or through any representative. The application must be posted to the addressee (address in para-4) under registered cover. The unit will not be responsible for any kind of postal delay.

(d) No TA/DA for the test/interview will be paid. Candidate will make their own boarding and lodging arrangement for test/interview.

(e) Unit will not be responsible to pay any damages in case of injury/death of a candidate during the physical test.

- (f) Any dispute with regard to the recruitment will be subject to the Courts having jurisdiction in Jalandhar City.
 (g) Merely fulfilling the basic selection criteria does not automatically entitle a person to be called for test/interview.
 (h) All India liability. Candidates can be transfer at any where in India.
 (j) Individual should not be overage i.e. above 27 years as on 01 Jul 2011.

Regn No _____
 (for office use only)

Application for the post of Civilian Motor Driver (ORD GDE) IN 2011 ASC BN (MT)

1. Post applied for : _____
2. Name of the candidate (in block letter) : _____
3. Father's Name: _____
4. Date of Birth (attach copy of Birth Certificate duly attested) : _____
5. Age as on last date prescribed For receipt of applications : Yrs _____ Months _____ Days _____
6. Correspondence Address : _____
7. Permanent address : _____
8. Category (SC/OBC/Gen) : _____ (attach certificate in case of SC/ST/OBC)
9. Educational Qualification : _____ (attach Education certificate duly attested).
10. Any other qualification/experience : _____
 (attach copy of experience certificate duly attested).
11. Category for which applied : _____ (attach proof copy duly attested)
 (UR/SC/ST/OBC/Ex-serviceman)
12. Technical Training /Experience : _____ (attach copy of experience certificate duly attested)
13. Domicile : _____ (attach copy duly attested)
14. Whether registered with any Employment Exchange (Yes/No)
 (If Yes, mention registration No and 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 : (Signature of the candidate)

For Office Record Only

1. Received on :
2. Accepted/Rejected :
3. Reason for rejection: Under age/Overage/Documents incomplete/Any other reason to be specified :
4. Index No: _____ date of test/interview _____

Regn No _____
 (for office use only)

**Acknowledgement Card
 (For Office Use Only)**

- Post: _____
1. Name : _____
 2. Father's Name : _____
 3. Correspondence Address : _____
 4. This admission card is for the post of : _____
 5. Which category to belong : _____

For Official Use

6. Registration No/Index No : _____
7. Date of Test : _____
8. Time of Test : _____
9. Place of Test/Interview : 5011 ASC Bn (MT)

Note :- Please bring your all Original certificates also.
 (Signature of controlling officer)
 (with office stamp)

Affix recent passport size photograph dully attested by a Gezeted Officer
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