

No. DFSS/4/50/2018
Government of India
Ministry of Home Affairs
Directorate of Forensic Science Services

CIRCULAR

It is proposed to fill up one post of Staff Car Driver (Group 'C' Non - Gazetted, Non - Ministerial) in Level - 2 of Pay Matrix (pre - revised pay band PB-1 Rs.5,200 - 20,200/- with Grade Pay Rs.1,900/-) in the Directorate of Forensic Science Services, New Delhi on deputation / absorption basis

2. The eligibility conditions, experience and job requirements for the post are mentioned in Annexure - I enclosed. The maximum age limit for appointment on deputation shall be not exceeding 56 years as on the closing date for receipt of applications.
3. The pay of official, selected for appointment on deputation / absorption, and various other conditions will be governed in accordance with the orders/ instructions issued in this regard from time to time by the Government of India.
4. The applications in the prescribed proforma in Annexure - II enclosed, in respect of suitable, eligible and willing officials, who can be relieved immediately, if selected, may please be sent, along with up-to-date ACRs / APARs of last five years, photocopies duly attested by an officer not below the rank of Under Secretary to Govt. of India, and as also the certificate endorsed at Annexure - II duly signed by the Competent Authority. The duly completed applications must reach at the following address within a period of 30 days from the date of publication of this Circular:

The Senior Scientific Officer Gr. - I (FS),
Directorate of Forensic Science Services,
Block No. - 9, Floor - 8,
CGO Complex, Lodhi Road,
New Delhi - 110 003.

5. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.
6. Applications received after the last date or without the required documents will not be entertained.

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ANNEXURE - I

1. Name of the Post: Staff Car Driver.
2. Number of posts 01 post.
3. Scale of Pay : Level – 02 of Pay Matrix.
(pre – revised Pay Band PB-1, Rs.5200 – 20200/- with Grade Pay of Rs.1900/-).
4. Eligibility : Persons holding similar or analogous post under the Central or State Government and possessing the following qualifications:

Essential:

- i) Possession of a valid driving license for heavy duty vehicles or light duty vehicles, with five years experience.

Desirable:

- i) A pass in the 10th standard or equivalent.

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ANNEXURE – II

Applications for appointment to the one post of Staff Car Driver (Group 'C' Non - Gazetted, Non – Ministerial) on deputation / absorption basis in the Directorate of Forensic Science Services, New Delhi.

1. Name & Address :
(in Block Letters)
2. Date of Birth :
3. Date of retirement under Central/
Govt. Rules. :
4. Educational Qualification :
5. Present post held & the date from :
which held and its scale of pay
6. Nature of present employment :
i.e. ad hoc or temporary or permanent
7. Additional information, if any, which you
would like to mention in support of your
suitability for the post. Enclose a separate
sheet, if the space is insufficient.
8. Whether belong to SC / ST.
9. Whether Ex-serviceman or not.
10. Remarks.

(Signature of applicant)

Address:

Date:

Certificate to be given by Head of Office of the applicant

1. It is certified that the particulars furnished by the officer are correct.
2. It is certified that no disciplinary / vigilance case is pending or contemplated against the applicant and he is clear from the vigilance angle.
3. His integrity is certified.
4. It is certified that no major or minor penalties have been imposed on the officer during the last 10 years.

(Head of Office)