

Department of Posts, India
Office of the Manager, Mail Motor Service, GPO Campus, Patna-800001

No.: MMS/A15/R/Staff/Ch-I

Dated at Patna the 16/12/2023

APPLICATIONS ARE INVITED FROM THE ELIGIBLE INDIAN CITIZENS FOR THE POST OF MOTOR VEHICLE MECHANIC

Post	Vacancies	Break-up					
		UR	OBC	SC	ST	EWS	ESM
Motor Vehicle Mechanic (General Central Service, Group-C, Non-Gazetted, Non-Ministerial)	01	01	---	---	---	---	---

"The vacancies notified are subject to change and the issuing authority reserves right to modify/cancel the notification without assigning any reason there to".

Scale of pay of Motor Vehicle Mechanic : Rs. 19,900/- (Level-2 in the pay matrix as per 7th CPC)
Period of Probation : One year for direct recruits.
Last Date of Receipt of Application : **On or Before 30/01/2024 by 1700 Hrs.**

• **1. Eligibility Criteria:**

(a) Age Limit for direct recruits:

18 to 30 years as on 01/07/2023 for UR, for Government Servants up to 40 years in accordance with the instructions or orders issued by Central Government and for ExServiceman up to a maximum of 3 years after deduction of the Military Service rendered from the actual age.

(b) Educational & other qualifications for direct recruits:

- i. A Certificate in the Motor Vehicle Mechanic trade from any Technical Institution recognized by the Govt. OR VIII Std. passed with experience of one year in the Motor Vehicle Mechanic trade.
- ii. The Candidate who applies for the post of Motor Vehicle Mechanic should possess a valid Driving Licence (HMV) to drive any vehicle in service in order to test it.

2. METHOD OF SELECTION:-

Selection of Motor Vehicle Mechanic shall be made from, amongst the candidates possessing the requisite qualifications and valid driving licence by means of Competitive Trade Test. The date and venue of the test with syllabus will along with the hall permits. No intimation will be sent in respect of other applicants who are not eligible.

3. Application must be signed by the candidate and accompanied with:-

- I. Photocopies of the following certificates duly self-attested by the candidate.
 - (a) Photograph of candidate should be affixed at the place meant for the purpose on the application and should be duly attested.
 - (b) Age proof.
 - (c) Educational Qualification as indicated at Sl. No. 1 (b) (i).
 - (d) Technical Qualification as indicated at Sl. No. 1 (b) (i).
 - (e) Driving Licence as indicated at Sl. No. 1 (b) (ii).
 - (f) Trade experience of Motor Vehicle Mechanic trade.

- II. The original documents/Certificates should not be sent along with application.
- III. Along with the application form an Indian Postal Order for Rs.100/- or for the same amount an UCR to be taken, in any of the Post Office should be enclosed towards application fee. The application without the application fee will be rejected. All the candidates should pay Rs. 100/- towards application fees. Further the short listed candidates only should pay Rs.400/- (Rs. Four hundred only) as examination fee (for Trade Test) in the form of Indian Postal Order (or) UCR, in any of the Post office on receipt of Hall Permits from this office.
- IV. Two copies of recent passport size photographs self-attested by the candidate. One should be pasted in the application form and other should be attached with the application form.

The applications along with the requisite enclosures should be sent in an appropriate size of thick paper envelope clearly inscribing on the cover as "Application for the post of Motor Vehicle Mechanic (Direct Recruitment) at Office of the Manager, Mail Motor Service, Patna-800001 through speed post/Register Post only and addressed to "Manager, Mail Motor Service, GPO Campus, Patna-800001". Applications sent by any other means will be rejected.

The last date of receipt of application is on or before 30/01/2024 by 1700 Hrs. Applications without complete information or without requisite document duly self-attested will be rejected straight away without any notice or information. No TA-DA will be paid to the candidate for attending the prescribed trade test. The requisite details with regards to age limit, eligibility qualification, experience, application format and other terms & conditions are available on the website 'www.indiapost.gov.in'.

Encl: Format of Application


Manager (Group-'A')
Mail Motor Service
Patna-800001
Tel. No.: 0612-2222338
Email Id: mms34048@gmail.com

Registered/Speed Post only

Passport size photograph duly self-attested

Format of Application

(APPLICATION FOR RECRUITMENT OF MOTOR VEHICLE MECHANIC FOR INDIAN CITIZENS ONLY)

1. Name of Candidate: (In block letters)											
2. Father's Name:											
3. Post applied for:											
4. Permanent address with Pin code:											
5. Address for correspondence with Pin code:											
6. Email id:											
7. Citizenship:											
8. Date of birth (By Christian Era):											
9. Age as on 01/07/2023											
10. Community (Tick ✓)	<input type="checkbox"/> UR	<input type="checkbox"/> OBC	<input type="checkbox"/> SC	<input type="checkbox"/> ST	<input type="checkbox"/> EWS						
11. Details of Educational Qualification (Details of VIII th standard)	Name of School					Year of Passing					
12. Details of Technical Education	Name of College			Year of Passing			Name of University				
13. Issue of Driving Licence details with validity (HMV)	Issued on		HMV		Valid						
(Licence copy enclosed should match the details & their renewals. If details are not available on Licence then enclose self-attested copy of Driving Licence Extract. Showing all details of Licence endorsement.)											
14. Details of technical experience in the Motor Vehicle Mechanic Trade	Name of the organization/institute with full address					Period of Experience					
						From	To				

I hereby declare that the information provided above is True, Valid and Authentic in my best of Knowledge.

Date:

Place:

Signature of applicant

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Encl: List of documents attached duly self-attested

- (a) Age proof.
- (b) Educational Qualification as indicated at Sl. No. 1 (b) (i).
- (c) Technical Qualification as indicated at Sl. No. 1 (b) (i).
- (d) Driving Licence as indicated at Sl. No. 1 (b) (ii).
- (e) Trade experience of Motor Vehicle Mechanic trade.

Format of Envelope

Speed Post/Registered Post

Application for the post of Motor Vehicle Mechanic (Direct Recruitment) at O/o the Manager, MMS, Patna

From:

To,

Manager
Mail Motor Service
GPO Campus, Patna-800001