

A-12011/1/2019-ISC(A)
Government of India
Inter-State Council Secretariat
(Ministry of Home Affairs)

Vigyan Bhawan Annexe, New Delhi 110011
Dated 12th March, 2025.

To

Ms. Ikra Khan
Editor
Employment News, Publications Division
Ministry of Information & Broadcasting
Soochna Bhawan, CGO Complex
Lodhi Road
New Delhi 110 003

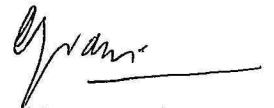
Subject :- Publication of an advertisement in Employment News for filling up one post of Staff Car Driver (Ordinary) in Inter-State Council Secretariat (Ministry of Home Affairs) on direct recruitment basis.

Madam,

One post of Staff Car Driver (ordinary) in this Secretariat in Pay Level 2 (₹ -19900-63200/-) of the Pay Matrix Table of 7th CPC is required to be filled up through an advertisement to be published in the Employment News. A copy of the advertisement is enclosed.

2. It is requested that an estimate for publication of the same in the Employment News may be sent to this Secretariat immediately to enable us to take further action.

Yours faithfully,



(Dinesh Changrani)

Under Secretary to the Govt. of India
Phone: 23063719

Encl: As above.

No. A-12011/1/2019-ISC(A)
Government of India
Inter-State Council Secretariat
(Ministry of Home Affairs)

Employment Notice

Inter-State Council Secretariat, Ministry of Home Affairs invites applications for the post of Staff Car Driver (Ordinary) (GCS, Group 'C' Non-Gazetted, Non-Ministerial) in the Pay Level-2 (19900-63200) of the Pay Matrix of 7th CPC on direct recruitment basis.

2. For details of the post, terms & conditions and the prescribed proforma, please visit this Secretariat's website i.e. (<http://interstatecouncil.gov.in>). Applications complete in all respects should reach the undersigned within 45 days of publication of this Employment Notice. However, selection will be done as prescribed in the Recruitment Rules for the above post.


(Dinesh Changrani)
Under Secretary to the Govt. of India
Tele No. 23063719

F.No.A-12011/1/2019-ISC
Government of India
Ministry of Home Affairs
Inter-State Council Secretariat

Vigyan Bhawan Annexe, New Delhi.

Dated the 12th March, 2025

Eligibility Criteria / Terms & Conditions based on the approved Recruitment Rules pertaining to this Secretariat for appointment to the one (1) post of Staff Car Driver in Ordinary Grade in Inter State Council Secretariat by direct recruitment basis.

1. Pay Scale: (Ordinary Grade) Group 'C' Non Gazetted, Non- Ministerial in the Pay Level-2 (₹ 19900-63200) as per recommendations of 7th CPC.
2. Educational Qualification: Matriculation or equivalent from any Government recognized Institute / Board / Organization.
3. Age limit: 18-25 Years (Relaxable for Government Servant upto forty years in accordance with the instructions or orders issued by the Central Government).
4. Possession of a valid driving license for motor cars and having experience of driving a motor car for at least 3 years with the knowledge of motor mechanism (the candidate should be able to remove minor defects in vehicle).
5. The crucial date for determining the age limit shall be the closing date for receipt of application.
6. Candidates should apply in the prescribed proforma only. Application in any other format will not be accepted.
7. Candidates must send the application properly sealed in an envelope to "The Under Secretary (Admn.), Inter-State Council Secretariat, Ministry of Home Affairs, Vigyan Bhawan Annexe, New Delhi-110011", through ordinary post / by hand. Candidates are requested to super-scribe the words, "Application for the post of Staff Car Driver" on the top of the envelope while sending the application form.
8. Applications should reach the undersigned within 45 days of publication of this Employment Notice.
9. A copy of the following duly self attested documents/certificates must be attached with the application form:
 - i. Matriculation or equivalent certificate clearly indicating date of birth.
 - ii. SC/ST/OBC certificate, if applicable.
 - iii. NOC in original from their present employer in case of Government Servant.

Note:- Original certificates should not be sent with the application. They should be produced at the time of verification of documents.

10. Incomplete / ineligible application will be deemed to be invalid and shall be summarily rejected without intimation to the candidate. Applicants, therefore, must read the advertisement carefully before applying.

11. The employer has the right to cancel or modify this notification without assigning any reason thereof.
12. Canvassing in any form will disqualify the candidate. No inquiry or correspondence will be entertained in this regard.
13. No TA/DA is admissible.
14. The decision of the Appointing Authority shall be final.
15. The recruitment process can be cancelled/postponed /suspended/ terminated without any prior notice / reason at any stage.


(Dinesh Changrani)

Under Secretary to the Govt. of India
Phone: 23063719

**Inter State Council Secretariat
Vigyan Bhawan Annexe**

Application for the post of Staff Car Driver in Inter-State Council Secretariat

1. Name of Applicant
2. Father's Name
3. Employment Registration No. (if applicable)
4. (a) Ex. S/Man Service No. (if any)
(b) Date of enrollment/Date of Discharge (if any)
5. Residential Address with phone / mobile number
6. Date of Birth
7. Experience as a driver (LMV commercial or light)*
8. Experience in removing minor defects of
Vehicle (Yes/No)
9. Educational qualifications with Percentage/Grade
10. Nationality
11. Category (General/SC/ST/OBC)
12. Driver's license number and its validity
13. Date of assurance of license & Issuing authority.
14. Whether there is any endorsement on
issuance for traffic violence
15. Whether any criminal case was ever
initiated or pending against him in any
Court of Law?
16. Any offence under Motor Vehicle Act
under trial in a court?
17. Aadhaar Card No.

Note: Attach documents in support of Sr. No. 4,6,7,8,11 and 16.

DECLARATION

I do hereby declare that the particulars furnished herein are true and complete as per my knowledge. I have never been convicted by any Court of Law. In case any information furnished above is found false, incomplete or incorrect, my offer of appointment and / or services will be terminated.

Signature

Place:

Date: