

**GOVT. OF INDIA  
MINISTRY OF COMMUNICATION**

**DEPARTMENT OF POSTS  
OFFICE OF THE CHIEF POST MASTER GENERAL  
CHHATTISGARH CIRCLE, RAIPUR-492001**

Notification No.STA II-49/Driver/Recruitment/2021-22  
Dated at Raipur 10-6-2022

**Subject: Notification for recruitment of Staff Car Driver (Ordinary Grade) in Chhattisgarh Circle in the Department of Posts.**

Applications are invited from Indian Nationals in the Proforma (Annexure-I) for Direct Recruitment of Staff Car Driver (Ordinary Grade) (General Central Service, Group 'C', Non—Gazetted, Non—Ministerial) [Circle Office-1,Raipur-04,Durg-02,Bilaspur-02,Raigarh-01], from Open Market, in Chhattisgarh Circle.

**2 Scale of Pay :**

Post	Scale of Pay
Staff Car Driver (Ordinary Grade)	Rs.19900 - Rs.63200 in Level - 2 as per Pay Matrix specified in Part A schedule of CCS (Revised Pay) Rules 2016 plus admissible allowances [Rs. 5200-20200(Pay Band-1) + Grade Pay Rs. 1900 under Pre-revised scale]

**3. Vacancies :** The category-wise break up of vacancies is as follows.

Division	Category						Horizontal adjustment of column 6
	1	2	3	4	5	6	
	UR	SC	ST	OBC	EWS	Total	Ex-SM
Bilaspur	01	-	01	-	-	2	-
Durg	01	-	01	-	-	2	-
Raigarh	-	-	-	-	01	1	-
Raipur	02	01	01	-	-	4	01
Circle Office	01	-	-	-	-	1	-
<b>Total</b>	<b>05</b>	<b>01</b>	<b>03</b>	<b>-</b>	<b>01</b>	<b>10</b>	<b>01</b>

- The candidate availing reservation must submit their caste certificate in the Prescribed format appended as Annexure II, III,&IV.
- Vacancy reserved for Ex-Servicemen(ESM) will be filled up from any category and then be adjusted horizontally against respective categories viz UR/EWS/SC/ST/OBC as the case may be depending upon the category to which the selected candidate belong to, that means the vacancy earmarked for Ex-Servicemen is included within the total vacancies.
- The Ex-Servicemen personnel must also submit their details in Annexure-V.

**4. Age limit :** Between 18 to 27 years.

For OBC candidate	Relaxable upto 3 years
For ST/SC candidate	Relaxable upto 5 years
For Government Servant	Up to age of 40 years
For Ex-servicemen	Relaxation upto 3 years after deducting military service rendered from the actual age.

shall be **11.07.2022**, the closing date for receipt of application forms.

5. Probation Period: The candidates selected will be on probation period of two years as per Rules.
6. Educational and other qualifications:
- Possession of a valid driving license for light & heavy motor vehicles.
  - Knowledge of Motor mechanism. (The candidate should be able to remove minor defects in vehicle).
  - Experience of driving in Light & Heavy motor vehicles at least for three years
  - Pass in 10<sup>th</sup> standard from a recognized Board or Institute.
7. Pattern and Syllabus for Trade test/Driving Test for appointment for the post of Staff Car Driver(Ordinary Grade) is as under
- (i) Trade test will be conducted in three (3) stages:

Stage- I	Test for knowledge of Motor Mechanism and Traffic Rules, signals and regulation. (Theory)
Stage - II	Test for knowledge of Motor Mechanism and Reversing Vehicle. (practical)
Stage - III	Test for Forward Driving

(ii) **Pattern of Examination**

Stage- I of Examination

Sl No.	Description	Paper I	Paper II	Paper III
1	Competitive or Qualifying	Competitive	Competitive	Competitive
2	Type of Question	Multiple choice	Multiple choice	Multiple choice
3	Maximum Marks	40	20	20
4	Duration	30 minutes	15 minutes	15 minutes
5	Language of Question Paper	English, Hindi	English, Hindi	English, Hindi
6	Language of Answer Paper	Not Applicable as Multiple Choice Questions	Not Applicable as Multiple Choice Questions	Not Applicable as Multiple Choice Questions
7	Minimum Qualifying Mark (Subject to reservation policy of Government)	(a) For SC/ST- 33% in each Paper (b) For OBC and EWS- 37% in each Paper (c) For Others- 40% <b>Note:</b> Relaxed standard shall be applicable only if reservation is available for a category in relevant mode of recruitment.		

Stage-II of Examination

SN	Description	Paper I	Paper II	Paper III	Paper IV
1	Competitive or Qualifying	Competitive	Competitive	Competitive	Competitive
2	Type of Question	Practical	Practical	Practical	Practical
3	Maximum Marks	10	10	40	20
4	Duration	20 minutes	20 minutes	5 to 10 minutes as per track length	5 to 10 minutes as per track length
5	Language of Question Paper	Not Applicable	Not Applicable	Not Applicable	Not Applicable



6	Language of Answer Paper	Not Applicable	Not Applicable	Not Applicable	Not Applicable
7	Minimum Qualifying Mark (Subject to reservation policy of Government)	(a) For SC/ST- 33% in each Paper (b) For OBC and EWS- 37% in each Paper (c) For Others- 40% <b>Note:</b> Relaxed standard shall be applicable only if reservation is available for a category in relevant mode of recruitment			

### Stage-III of Examination

S N.	Description	Paper I	Paper II
1	Competitive or Qualifying	Competitive	Competitive
2	Type of Question	Practical	Practical
3	Weightage of Marks for components of syllabus	As per Syllabus	As per Syllabus
4	Maximum Marks	40	20
5	Duration	5 to 8 minutes to drive 2 Kms depend on track	5 to 8 minutes to drive 2 Kms depend on track
6	Language of Question Paper	Not Applicable	Not Applicable
7	Language of Answer Paper	Not Applicable	Not Applicable
8	Minimum Qualifying Mark (Subject to reservation policy of Government)	(a) For SC/ST- 33% in each Paper (b) For OBC and EWS- 37% in each Paper (c) For Others- 40% <b>Note:</b> Relaxed standard shall be applicable only if reservation is available for a category in relevant mode of recruitment	

### Syllabus of Examination:

#### Stage I

Knowledge of Motor Mechanism and Traffic rules, signals and regulation (Theory) (60 minutes, Total-80 marks)	
Paper I [Maximum Marks-40]	Trouble Shooting minor vehicle defects
Paper II [Maximum Marks-20]	Traffic Rules and Regulations
Paper III [Maximum Marks-20]	Recognition of traffic signals Recognition of hand signals & road markings

#### Stage II

Knowledge of Motor Mechanism and Reversing Vehicle (Practical) (50-60 minutes, Total-80 marks)	
Paper I [Maximum Marks-10]	Identification of defects, Carry out minor repairs handled by drivers
Paper II [Maximum Marks-10]	Changing of wheels, Inflation of wheels correctly
Paper III [Maximum Marks-40]	Heavy Motor Vehicle Reversing
Paper IV [Maximum Marks-20]	Light Motor Vehicle Reversing

### Stage III

Forward Driving (Practical) (Total-60 marks)			
Paper I [Max Marks-40]	Heavy Motor Vehicle Driving	Synchro Speed & Gear	15 marks
		Synchro Clutch & Accelerator	15 marks
		Control of Vehicle and Steering	10 marks
Paper II [Max Marks-20]	Light Motor Vehicle Driving	Synchro Speed & Gear	07 marks
		Synchro Clutch & Accelerator	07 marks
		Control of Vehicle and Steering	06 marks

### 8. Criteria for Selection:

- Complete process of examination shall be an elimination process. Candidates qualifying in all papers of previous stage are eligible to appear for test in the next stage i.e. candidates qualifying in each paper of Stage-I are eligible to appear for test in Stage-II and thereafter, candidates qualifying in each paper of Stage-II are eligible to appear for test in Stage-III. This vis-a-vis implies that if any of the candidates does not qualify any paper of a particular stage, he/she shall not qualify for the next stage. Only such candidates qualified in all papers of each stage viz Stage-I, Stage-II and Stage-III shall be considered while preparing the final merit list.
- Final merit list of the qualified candidates shall be prepared by calculation of final marks in the following manner:

N	Particulars of Trade Test	Maximum Marks	% of weightage of maximum marks to be taken into account	Weightage in 100 Marks
1	Qualified candidates marks obtained in Stage-I	80	25%	20
2	Qualified candidates marks obtained in Stage-II	80	40%	32
3	Qualified candidates marks obtained in Stage-III	60	80%	48
Total Marks				100

- After arranging the candidates in order of merit as at above, number of candidates to be declared successful shall be equal to the number of vacancies in each category.
- In the event of any vacancy notified for recruitment remains unfilled due to non-joining of selected candidate, the next candidate in the merit list shall be considered for appointment. However, appointment of such candidate shall be only on the ground of declining offer of appointment and no waitlist or approved panel shall be maintained.

**Note: The date and venue of the tests will be intimated separately to the eligible candidates. No intimation will be sent in respect of other applicants who are not eligible.**

### 9. Disqualification: No person,-

- who, has entered into or contracted a marriage with a person having a spouse living; or
- who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this Rule.



#### 10. Disclaimer:

- (i) The Department of Posts reserves the right to cancel this recruitment process without assigning any reason.
- (ii) The vacancies notified are subject to change without assigning any reason and Department reserves the right to cancel the recruitment.

#### 11. Special instructions to the candidates

- (iii) The candidate should fill up all the fields of the application form.
- (iv) No column should be left blank.
- (v) One envelope should contain one application only.
- (vi) The application complete in all respect should be sent through SPEEDPOST/REGISTERED POST only. Those sent through other means, private couriers by unregistered post and given by hand shall not be accepted/will be rejected.
- (v) Applications received after due date will not be entertained under any circumstances. Incomplete, unsigned applications or applications without the required Annexures will be rejected summarily and no correspondence in the matter will be made with the applicant.
- (vi) Application received without proof of date of birth will be rejected straightway.
- (vii) No allowances and expenses will be paid for attending the test and the candidates will have to bear the cost.
- (viii) Self-attested copies of all documents, viz. (i) date of birth certificate, (ii) educational qualifications, (iii) Driving Experience Certificate (iv) Driving license (v) Caste certificate, if any, etc. should invariably accompany the signed application form.
- (ix) The documents / marks lists / certificates submitted at a later date will not be entertained. ORIGINAL CERTIFICATES should not be submitted. The selected candidates should produce relevant original certificates only at the time when it is called for.
- (x) Community Certificate for SC/ST/OBC/EWS in the prescribed form issued from the competent authority is to be submitted. Certificates submitted in any other form or from authorities not competent to issue the same will not be accepted/will be rejected.
- (xi) The candidates on appointment shall be liable for posting at any place in Chhattisgarh Circle.
- (xii) Further, self-attested latest colored passport size photograph, shall also be pasted on the application form in the space provided for the purpose Additional Photo to be pinned to the application form.
- (xii) The Department reserves the right either to revise the number of vacancies or to cancel the recruitment, if so warranted.
- (xiv) No correspondence in person, e-mail, telephone etc. will be made.
- (xv) Failure to comply with instructions / conditions prescribed in the notification, the application will be rejected and no intimation will be served. No communication in this regard will be entertained.

#### 12. Application fee:

The candidates shall have to pay Application fee of Rs.100/- (Rs. One hundred only) through e-payment in the name of **CPMG CHHATTISGARH (E-Biller ID 70138 )** at any of the computerized post office in India using Challan Form by **11.07.2022** **Fee once paid shall not be refunded.** Fee paid through any other mode will not be accepted and such application will be summarily rejected. The last date of receipt of application at O/o Chief Postmaster General Chhattisgarh Circle, Raipur-492001 is **11.07.2022**

### 13. Procedure for payment of application fee:

- Challan form available with the notification may be downloaded from India post website [www.indiapost.gov.in](http://www.indiapost.gov.in) or Chhattisgarh Postal Circle website [www.cgpost.gov.in](http://www.cgpost.gov.in) and fees be paid at any Post Office through e-payment. The Post Office shall retain one copy of Challan form & Candidate will get Chief PMG Chhattisgarh Circle's copy & Candidate's copy.
- While paying the fees candidate should enter (Candidate Name, address and fees amount paid, Description, name of payment office)
- Original receipt generated by Post Office, should be pasted on application form, while candidate may retain candidate's copy for future reference

**Note: Women/SC/ST candidates are exempted from payment of application fee.**


### 14 HOW TO APPLY:

The eligible candidates may submit their applications only in the prescribed format in Annexure-I, affixing their recent passport size photograph, duly filled in along with enclosures in an envelope superscribed as **"APPLICATION FOR RECRUITMENT TO THE POST OF STAFF CAR DRIVER (ORDINARY GRADE) IN CHHATISGARH CIRCLE"** addressed to the "Assistant Director(Staff), O/o the Chief Postmaster General, Chhattisgarh Circle, Raipur-492001" so as to reach on or before the last date **i.e. by SPEED POST/REGISTERED POST ONLY**. Application sent through private courier, unregistered post, ordinary mail, other means and by hand will not be accepted.

The application form can be downloaded from the website [www.cgpost.gov.in](http://www.cgpost.gov.in) or <https://www.indiapost.gov.in> under the link **"Recruitment of Staff Car Driver (Ordinary Grade) in Chhattisgarh Circle"**.

#### Enclosures/Annexures

- 1) Application form. [Annexure I]
- 2) Format of EWS/SC/ST/OBC Certificate. [Annexure II to IV]
- 3) Additional form for Ex-servicemen [Annexure V]

  
 Asstt Director(Staff)  
 O/o Chief Postmaster General  
 Chhattisgarh Circle, Raipur-492001



## ANNEXURE-I

Application form for Recruitment of  
Staff Car Driver (Ordinary Grade) in  
Chhattisgarh Circle

Affix self attested recent  
passport size  
photograph

Also pin one spare  
photograph

1. Name of the candidate(in block letters) : .....
2. Aadhar no. : .....
3. Father's/spouse Name : .....
4. Present Postal Address : .....  
.....
5. Contact/mobile No.(Mandatory) : .....
6. Community (GEN/OBC/SC/EWS) : .....
7. Whether Caste certificate attached : .....  
To avail reservation
8. Date of Birth(As per Matriculation certificate) : .....(DD-MM-YYYY)
9. Age as on : .....  
The Closing date for receipt of application : .....
10. Length of Service rendered by Ex-servicemen: .....
11. Nationality : .....
12. Gender : .....
13. E-mail id, if any : .....

14. Educational Qualification : (Copies of detailed marks certificate should be attached)

S.NO.	Examination passed	Year of passing	Marks obtained	Total marks	% age of Marks	Name of the board/university
1	Matriculation/10th					

15. Driving license no. : .....
- Particulars of Issuing Authority. : .....
- Date of issue of Light Motor Vehicle [LMV] : .....
- License and its validity : .....
- Date of issue of heavy motor vehicle [HMV] : .....
- License and its validity : .....

NOTE: License copy enclosed should match the details and their renewals, if details are not available on license, then enclose self-attested copy of Driving license extract showing all details of license endorsement.

- 16 Driving Experience [Light Motor Vehicle] : Period from.....to.....  
 Name of Institution/Firms etc. : .....  
 Driving Experience [Heavy Motor Vehicle] : Period from.....to.....  
 Name of Institution/Firms etc. : .....  
 17 Any other relevant information : .....  
 18 Particular of fee paid:

Details of application fee paid, name of the post offices, Receipt No. & date	Paste original receipt here
1. Fee paid: .....	
2. Name of the Post Office: .....	
3. Receipt No: .....	
4. Date of Payment: .....	

19. List of documents attached (Self-attested/attested by the Government Officer):

- i. ....
- ii. ....
- iii. ....
- iv. ....
- v. ....
- vi. ....
- vii. ....
- viii. ....
- ix. ....
- x. ....



Declaration:

I,.....here by declare that all the information/ statements made in this application are true and correct to the best of my knowledge and belief. Nothing has been concealed there from. I understand that in the event of suppression of material facts, misinformation, concealment of any information or found false or incorrect or ineligible at a later stage, I am liable to be punished; my appointment will be terminated and my claim for recruitment will stand forfeited. I also understand that in the event of any failure to complete pre-appointment formalities/ training for whatsoever reasons, my selection is liable to be cancelled. I also understand that in the event of contravention of extant Rules, my application will be rejected summarily by the Department. I undertake that I have not submitted any other application for this POST.

Place:

[Signature of candidate]

Date:

**(Mandatory for candidate claiming benefits under EWS/SC/ST/OBC category)**

Declaration

I .....understand that my selection is liable to be cancelled, if it is found later on that I have availed benefits relating to EWS/SC/ST/OBC community for which I am not entitled.

Place:

[Signature of candidate]

Date:

Copy to be retained by the concerned Post Office

e-Payment



Challan for application fee for recruitment to the post of staff car driver(ordinary grade) in Chhattisgarh circle

Not to be deposited after 11.07.2022

National e-biller id: 70138

e-Biller name: CPMG Chhattisgarh

Details of the Candidate (to be filled by the candidate)

Registration no : 70138

Name of the candidate: .....

Address : .....

Description :

Name of Payment Office :

Feepaid:Rs100,-(Rs. one hundred only)

Date of Deposit:.....

Signature of Candidate

Signature of PA with  
stamp of Post Office

\* Fee receiving branch should handover both the CPMG, Chhattisgarh Circle, Raipur copy and the candidate's copy to the remitter duly signed.

Copy to be sent to CPMG, Chhattisgarh Circle, Raipur  
along with application

e-Payment



Challan for application fee for recruitment to the post of staff car driver(ordinary grade) in Chhattisgarh circle

Not to be deposited after 11.07.2022

National e-biller id: 70138

e-Biller name: CPMG Chhattisgarh

Details of the Candidate (to be filled by the candidate)

Registration no : 70138

Name of the candidate: .....

Address : .....

Description :

Name of Payment Office:

Feepaid:Rs100,-(Rs. one hundred only)

Date of Deposit:.....

Signature of Candidate

Signature of PA with  
stamp of Post Office

\* Fee receiving branch should handover both the CPMG, Chhattisgarh Circle, Raipur copy and the candidate's copy to the remitter duly signed.

Copy to be retained by the candidate

e-Payment



Challan for application fee for recruitment to the post of staff car driver(ordinary grade) in Chhattisgarh circle

Not to be deposited after 11.07.2022

National e-biller id: 70138

e-Biller name: CPMG Chhattisgarh

Details of the Candidate (to be filled by the candidate)

Registration no : 70138

Name of the candidate: .....

Address : .....

Description :

Name of Payment office:

Feepaid:Rs100,-(Rs. one hundred only)

Date of Deposit:.....

Signature of Candidate

Signature of PA with  
stamp of Post Office

\* Fee receiving branch should handover both the CPMG, Chhattisgarh Circle, Raipur copy and the candidate's copy to the remitter duly signed.



## ANNEXURE-II

Government of India  
(Name & Address of the authority issuing the certificate)

## INCOME &amp; ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. \_\_\_\_\_

Date: \_\_\_\_\_

VALID FOR THE YEAR \_\_\_\_\_

This is to certify that Shri/Smt./Kumari \_\_\_\_\_ son/daughter/wife of \_\_\_\_\_ permanent resident of \_\_\_\_\_ Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_ District \_\_\_\_\_ in the state/union Territory \_\_\_\_\_ Pin Code \_\_\_\_\_ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income\* of his/her 'family'\*\* is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year-\_\_\_\_\_. His/her family does not own or possesses any of the following assets\*\*\*:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari \_\_\_\_\_ belongs to the \_\_\_\_\_ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Recent passport  
size attested  
photograph of  
the applicant

\*Note1: Income covered all sources i.e. salary, agriculture, business, profession etc.

\*\*Note 2: The term "Family" for this purpose includes the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

\*\*\*Note 3: The property held by a family in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.



**FORMAT OF SCHEDULED CASTES OR SCHEDULED TRIBES CERTIFICATE**

(the format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India)

This is to certify that Shri/Shrimati/Kumari\* \_\_\_\_\_ son/daughter of \_\_\_\_\_ of village/town/\* \_\_\_\_\_ in District/Division \* \_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_ belongs to the Caste/Tribes \_\_\_\_\_ which is recognized as a Scheduled Castes/Scheduled Tribes\* under:-

The Constitution (Scheduled Castes) order, 1950 \_\_\_\_\_

The Constitution (Scheduled Tribes) order, 1950 \_\_\_\_\_

The Constitution (Scheduled Castes) Union Territories order, 1951 \* \_\_\_\_\_

The Constitution (Scheduled Tribes) Union Territories order, 1951\* \_\_\_\_\_

(As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Re-organization Act, 1966, the State of Himachal Pradesh Act 1970, the North - Eastern Areas (Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976, the State of Mizoram Act, 1986, the State of Arunachal Pradesh, Act, 1986 and the Goa, Daman and Diu (Re-organization) Act, 1987).

@The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956 \_\_\_\_\_

@The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes order (Amendment Act), 1976.

@The Constitution (Dadra and Nagar Haveli) Scheduled Castes order 1962.

@The Constitution (Dadra and Nagar Haveli) Scheduled Tribes order 1962.

@The Constitution (Pondicherry) Scheduled Castes Order 1964

@The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967

@The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968

@The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968

@The Constitution (Nagaland) Scheduled Tribes Order, 1970

@The Constitution (Sikkim) Scheduled Castes Order 1978

@The Constitution (Sikkim) Scheduled Tribes Order 1978

@The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989

@The Constitution (SC) orders (Amendment) Act, 1990

@The Constitution (ST) orders (Amendment) Ordinance 1991

@The Constitution (ST) orders (Second Amendment) Act, 1991

@The Constitution (ST) orders (Amendment) Ordinance 1996

@The Scheduled Caste and Scheduled Tribe Orders (Amendment) Act 2002.

@The Constitution (Scheduled Caste) Orders (Amendment) Act 2002.

@The Constitution (Scheduled Caste and Scheduled Tribe) Orders (Amendment) Act 2002.

@The Constitution (Scheduled Caste) Order (Amendment) Act 2007.

% 2. Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration to another.

This certificate is issued on the basis of the Scheduled Castes/ Scheduled tribes certificate issued to Shri/Shrimati \_\_\_\_\_ Father/mother \_\_\_\_\_ of Shri/Srimati/Kumari\* \_\_\_\_\_ of village/town\* \_\_\_\_\_ in \_\_\_\_\_ District/Division\*



1-15

\_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_  
who belong to the \_\_\_\_\_ Caste/Tribe which is recognized as  
a Scheduled Caste/Scheduled Tribe in the State/Union Territory\* issued by  
the \_\_\_\_\_ dated \_\_\_\_\_.

%3. Shri/Shrimati/Kumari \_\_\_\_\_ and /or \*his/her family  
ordinarily reside(s) in village/town\* \_\_\_\_\_ of  
\_\_\_\_\_ District/Division\* \_\_\_\_\_ of the State/Union Territory of  
\_\_\_\_\_.

Place : \_\_\_\_\_  
Date : \_\_\_\_\_

Signature \_\_\_\_\_  
\*\*Designation \_\_\_\_\_  
(with seal of office)  
State / Union Territory\*

\* Please delete the words which are not applicable

@ Please quote specific presidential order

% Delete the paragraph which is not applicable.

**NOTE:** The term ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

**\*\* List of authorities empowered to issue Scheduled Caste/ Scheduled Tribe Certificates:**

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy. Collector/ 1<sup>st</sup> Class Stipendiary Magistrate/ +Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.  
+ (not below of the rank of 1<sup>st</sup> Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub-Divisional Officers of the area where the candidate and/or his family normally resides.
- (v) Administrator / Secretary to Administrator / Development Officer (Lakshadweep).

**NOTE:** ST candidates belonging to Tamil Nadu state should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

Ref no:- (O.M.NO.36012/6/88-Estt. (SCT) dated 24.4.1990 and OM No.36012/22/93-Estt(Res) dated 15.11.1993 & OM No. 36011/3/2009- Estt(Res) dated 02.09.2009)



**(FORMAT OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES  
APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA)**

This is to certify that Shri/Smt./Kumari \_\_\_\_\_  
son/daughter of \_\_\_\_\_ of village/ town  
\_\_\_\_\_ in District/Division \_\_\_\_\_ in  
the State/ Union Territory \_\_\_\_\_ belongs to the  
\_\_\_\_\_ community which is recognized as a backward  
class under the Government of India, Ministry of Social Justice and Empowerment's  
Resolution No. \_\_\_\_\_ dated \_\_\_\_\_ \*

Shri/Smt./Kumari \_\_\_\_\_ and/or his/her family ordinarily reside(s) in the  
\_\_\_\_\_ District/Division of the \_\_\_\_\_  
State/Union Territory. This is also to certify that he/she does not belong to the persons/sections  
(Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department  
of Personnel & Training O.M. No. 36012/22/93-Estt (SCT) dated 8.9.1993, O.M. No.  
36033/3/2004 - Estt (Res) dated 9<sup>th</sup> March, 2004, O.M. No. 36033/3/2004 – Estt. (Res) dated 14<sup>th</sup>  
October, 2008 and O.M. No. 36033/1/2013 – Estt. (Res) dated 27<sup>th</sup> May, 2013 \*\*.

Signature : \_\_\_\_\_

Designation : \_\_\_\_\_ \$

Dated: \_\_\_\_\_

Seal: \_\_\_\_\_

\* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

\*\* As amended from time to time.

\$ List of Authorities empowered to issue Other Backward Classes certificate will be the same as those empowered to issue Scheduled caste / Scheduled Tribe Certificates.

**Note:** The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.



## ANNEXURE V

## ADDITIONAL APPLICATION FORM FOR EX-SERVICEMEN

Please paste your  
photograph  
(passport size)  
in uniform

1. Personnel number, Rank and Name ---
2. Arm / Service ---
3. Father's Name ---
4. Dates of –
  - (a) Birth ---
  - (b) Enrolment ---
  - (c) Retirement/Discharge ---
5. Reasons for release / discharge ---
6. Medical Category ---
7. Award or Decoration ---
8. Home, District and State ---
9. Present address / Mailing address ---
10. Permanent address ---
11. Present profession / employment ---
12. Qualification – (Please attach attested copies  
Of mark sheets)

	Course	Year	Institution	Civil Equivalent
(a)	Civil (Educational)			
(b)	Military (Educational)			
(c)	Military (Professional)			

13. \*Languages known:
 

	Read	Write	Speak
(a) Indian ---	---	---	---
(b) Foreign ---	---	---	---
14. \*Character as assessed by Military  
Authorities ---
15. Extra-Curricular activities:
  - (a) Sports ---
  - (b) Literary ---
  - (c) Cultural / Art ---

\* Applicable where applications are not made directly.



16. Details of pay/pension/gratuity:
- |                                 |     |     |
|---------------------------------|-----|-----|
| (a) Last basic pay drawn        | --- | --- |
| (b) Total emoluments            | --- | --- |
| (c) Details of pension/gratuity | --- | --- |
17. Zilla Sainik Board/Employment  
Exchange (Registration No.)
- |  |     |     |
|--|-----|-----|
|  | --- | --- |
|--|-----|-----|
18. Job applied for
- |  |     |     |
|--|-----|-----|
|  | --- | --- |
|--|-----|-----|

(.....)

Signature

Name .....

Address .....

.....

.....

Date:

\* Countersigned



# छत्तीसगढ़ की सभी सरकारी नौकरी - वेकेंसी

School / College - Admission / Course / Training / Exam/ Result

एवं मेरिट लिस्ट की सबसे भरोसेमंद वेबसाइट

## MyVacancy.net

( माय वेकेंसी डॉट नेट )

Google में सर्च करें – **MyVacancy.net**

व्हाट्सअप ग्रुप से जुड़ने के लिए मैसेज करें

**7869381522**