

GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)

No.A.12019/2011/DP&AR/CC2

Puducherry, dt.: 6-3-2012

NOTIFICATION

Applications are invited from the eligible Indian Citizens who are native / residents of Union Territory of Puducherry, for recruitment to the following Driver posts :- .

Name of the post and Pay structure	Total Number of vacancies	Reservation on vertical basis							Reservation on horizontal basis	
		General	SC	MBC	BCM	OBC	EBC	BT	XSM	MSP
Driver (LMV) Grade-III PB1:Rs.5,200-20,200 with Grade pay Rs.1,900	37	20	6	7	--	4	--	--	4	2
Driver (HMV) Grade-III PB1:Rs.5,200-20,200 with Grade pay Rs.1,900	9	6	1	1	--	1	--	--	1	--
Tractor Driver Grade-III PB1:Rs.5,200-20,200 with Grade pay Rs.1,900	5	3	1	1	--	--	--	--	--	--

Note :- 1. Abbreviations : SC – Scheduled Caste, MBC- Most Backward Classes, BCM – Backward Class Muslims, OBC- Other Backward Classes, EBC- Extreme Backward Classes, BT- Backward Tribe, XSM – Ex-Serviceman and MSP – Meritorious Sports Person

2. The vacancies notified are existing as well as anticipated. However, Government reserves the right either to enhance or to reduce the number of vacancies notified depending upon the actual and future requirements and also to cancel the recruitment process. No interim enquiries will be entertained.
3. The selection for the vacancy reserved for Meritorious Sports Person will be made on the basis of their achievements in the sports as per the instructions in **Part-II of General Instructions**. However, they may participate in the direct recruitment along with other candidates to avail the job opportunity, in that case, they will not be considered for the vacancy reserved for Meritorious Sports Person but for other reserved vacancies as the case may be



Qualification for eligibility :

Category	Educational and other qualifications
Driver (LMV) Grade-III	(i) Should have passed X Standard or its equivalent; (ii) Should possess a valid LMV Driving Licence; (iii) Should pass the competency test in- (a) Driving; (b) Traffic Regulation; (c) Location of faults and carrying-out of minor running repairs including change of wheels conducted by this Administration; and (iv) Experience of driving motor car for at least 3 years.
Driver (HMV) Grade-III	(i) Should have passed X Standard or its equivalent; (ii) Should possess a valid HMV Driving Licence; (iii) Should pass the competency test in- (a) Driving; (b) Traffic Regulation; (c) Location of faults and carrying-out of minor running repairs including change of wheels conducted by this Administration; and (iv) Experience of driving heavy vehicle for at least 3 years.
Tractor Driver Grade-III	(i) Should have passed X Standard or its equivalent; (ii) Should possess a valid Tractor Driving Licence with an endorsement for driving with a trailer; (iii) Should pass the competency test in- (a) Driving; (b) Traffic Regulation; (c) Location of faults and carrying-out of minor running repairs including change of wheels conducted by this Administration; and (iv) Experience of driving Tractor for at least 3 years.

Age limit :

Between 18 and 32 years as on **16-04-2012** which is the last date of receipt of applications. Age limit is relaxable for SC, MBC OBC, Ex-servicemen, MSP and In-service officials as detailed below :

Category	Relaxation of upper age limit
MBC/OBC	3 years
SC	5 years
Ex-servicemen	Length of service in Armed Forces of Indian Union plus 3 years
Meritorious Sports Person	5 years
In-service officials	Relaxable for Government servants upto 40 years in accordance with the instructions or orders issued by Central Government, provided such Government servants are working for not less than 3 years in posts which are in the same line or allied cadres and where a relationship can be established that the services rendered by them in the Department will be useful for efficient discharge of duties in the post for which selection is made.

Eligibility of Daily Rated Drivers engaged by Govt. Departments:

As per the provision made in the Recruitment Rules, the existing Daily Rated Drivers engaged by Government Departments as on the date of notification of the respective recruitment rules (i.e. as on 31-12-2010) and possessing the educational qualification of X Standard or its equivalent as indicated above may submit their duly filled in applications through proper channel within the due date i.e. on or before 5.45 p.m. on 16-04-2012 for consideration along with the open candidates for direct recruitment.

Nativity / Residence / Community Certificate :

Those who are native of Union Territory of Puducherry and residents by continuous residence in the Union Territory for the last 5 years immediately preceding the date of this notification only are eligible to apply for the posts. The candidates selected for the Main Test will be required to produce Nativity Certificate/Residence Certificate and Community Certificate in respect of reserved categories (SC/MBC/OBC) issued by an Officer of the Department of Revenue and Disaster Management not below the rank of Deputy Tahsildar. The Certificates should have been issued within one year from the date of publication of this Notification.

Method of Selection :

The vacancies in the above posts will be filled through a **Preliminary Test** and **Main Test** as indicated below :

(A) Preliminary Test (100 marks):-

This Test will be conducted in -

- (a) Driving;
- (b) Traffic Regulation;
- (c) Location of faults and carrying-out of minor running repairs including change of wheels conducted by this Administration

The **Preliminary Test** will consist of

- (i) an objective type **Written Test** for a duration of 1 hour on traffic regulations, vehicle maintenance, etc. : 20 marks
 - (ii) **Skill Test** : 80 marks
- 100 marks

Note: It is compulsory to attend both the **Written Test & Skill Test** of the Preliminary Test failing which the candidates will not be considered for short-listing for Main Test.

(B) Main Test (100 marks) :-

Based on the performance in the said **Preliminary Test** candidates will be shortlisted in the ratio of 1 : 3 to the number of vacancies to be filled. The short-listed candidates only will be allowed to participate in the **Main Test** in -

- (a) Driving;
- (b) Traffic Regulation;
- (c) Location of faults and carrying-out of minor running repairs including change of wheels conducted by this Administration

Based on the performance in the **Main Test**, the candidates will be selected on merit for the posts of Driver Grade-III (LMV/HMV/Tractor) as the case may be and according to the category/rule of reservation.

How to apply ?

Candidates fulfilling the eligibility criteria as mentioned above shall download the application form along with the Admission Card from the website <http://dpar.puducherry.gov.in> and submit the duly filled in application to the Under Secretary, Department of Personnel & Administrative Reforms (Personnel Wing), Puducherry 605 001.

Applicants wish to apply for more than one category of Driver post will have to submit only a single application with a specific indication by putting a (✓) mark against the relevant box provided in the prescribed application form.

No Certificates are needed to be furnished along with application.

Note : Based on the performance in Preliminary Test (Written Test and Skill Test), the candidates will be short-listed for the Main Test and they will be required to produce the following original documents along with the 1 set of attested copies of the same documents for verification by this Department before allowing them to attend the Main Test :-

- (1) Birth Certificate
- (2) Nativity / Residence Certificate
- (3) Educational Qualification
- (4) Driving Licence
- (5) Community Certificate i.e. OBC/MBC/SC
- (6) Category Certificate i.e. XSM obtained from the competent authority
- (7) Certificate of experience in driving motor car/heavy vehicle/tractor as the case may be.

Last date of receipt of application :

The applicants should submit the duly filled in application to the below mentioned address **on or before 5:45 p.m. on 16-04-2012 by Registered Post with Acknowledgment Due duly superscribing on the Cover as "Application for the post of Driver" :-**

**The Under Secretary to Government (Personnel),
Department of Personnel and Administrative Reforms (Personnel Wing)
Chief Secretariat,
Puducherry – 605 001.**

The applicants working in Government Departments/Offices should forward their duly filled in application through their respective Head of Department/Office within the due date i.e. on or before 5.45 p.m. on 16-04-2012 to the above mentioned address.

Date and Venue of Tests

The date and venue of the said Tests will be intimated to the candidates in due course.

GENERAL INSTRUCTIONS TO THE CANDIDATES

PART-I

1. The application should be filled in neatly and legibly in block letters using a ball point pen without any overwriting / erasures.
2. Applicants wish to apply for more than one category of Driver post will have to submit only a single application with a specific indication by putting(✓) mark against the relevant box provided in the prescribed application form.
3. **No certificates (original / attested copies)** required to be sent along with the application.
4. The recent passport size photograph of the candidate affixed in the application and the admission card should be got attested by a Gazetted Officer.
5. Candidates will be provisionally admitted for appearing in the Preliminary Test based on the particulars given in their application.
6. The objective type Written Test will be held in Puducherry, Karaikal, Mahe and Yanam regions of Union Territory of Puducherry. The question paper will be in bi-lingual i.e. in English and in any one of the regional languages namely, Tamil or Telugu or Malayalam. Therefore, the applicants should indicate the choice of the language in which they prefer to write the Written Test, in the application.
7. Applications received after the due date/incomplete applications will be summarily rejected.
8. Selection will be strictly on the basis of merit in the Preliminary Test & Main Test.
9. The decision of the Government as to the eligibility or otherwise of a candidate for admission to the Test shall be final.
10. Success in the Preliminary Test and Main Test confers no right to appointment. The appointment is subject to verification of age, educational qualification /driving licence/residence/community and any other special category claimed by the individual and also verification of character and antecedents and physical fitness.
11. No correspondence will be entertained with regard to the recruitment process.
12. Change of address, if any, after submission of application should be intimated to the Department or otherwise the department will not be responsible for any delay / non-delivery of communication.
13. No request for change of Examination Centre for Preliminary Test and Main Test will be entertained.
14. No T.A./D.A. will be paid for attending the Preliminary Test and Main Test.

PART – II**Criteria for selection of candidate against Meritorious Sports Person reservation quota:-**

1. The selection will be made only in the order of preference based on the performance, winning of medals / securing of places upto 3rd place as provided in the Office Memorandum No.14034/1/95 – Estt.(D), dated 4-5-1995 of the Ministry of Personnel, Public Grievances and Pension (DoP&T), Government of India, New Delhi and the amendments made from time to time as extracted below :-

- (a) First preference to those candidates who have represented the country in an international competition with the clearance of the Department of Youth Affairs and Sports.
- (b) Next preference may be given to those who have represented a State / Union Territory in the Senior or Junior level National Championships organized by the National Sports Federations recognized by Department of Youth Affairs and Sports or National Games organized by Indian Olympics Association and have won medals or positions upto 3rd place. Between the candidates participating in Senior and Junior National Championships/Games, the candidates having participated and won medal in Senior National Championship should given preference.
- (c) Next preference may be given to those, who have represented a University in an Inter-University Competition conducted by Association of Indian Universities / Inter-University Sports Board and have won medals or positions upto 3rd place in finals.
- (d) Next preference may be given to those who have represented the State Schools in the National Sports / Games for Schools conducted by the All India School Games Federation and have won medals or positions upto 3rd place.
- (e) Next preference may be given to those who have been awarded National Award in physical efficiency under National Physical Efficiency Drive.
- (f) Next preference may be given to those who represented a State / Union Territory / University / State School Teams at the level mentioned in categories (b) to (d) but could not win a medal or position, in the same order of preference.

2. Candidates shortlisted in the Preliminary Test, who are to be considered against the Meritorious Sports Quota should submit the required Certificates in the relevant forms (as prescribed in Appendix-3) duly obtained from an authority (as indicated in Appendix-2) as mentioned in the Office Memorandum referred above, before attending the Main Test. A copy of the said Office Memorandum alongwith Appendix-2 and Appendix-3 are available in this Department's Official Website <http://dpar.puducherry.gov.in> for reference.



(GIDDI MRUTHYUNJAYA DURGA RAO)
UNDER SECRETARY TO GOVERNMENT (PERSONNEL)