

WEB CIRCULATION

F.No. A-42011/11/2024-Admn.
Government of India
Ministry of Youth Affairs & Sports
Shastri Bhawan, Dr. R. P. Road, New Delhi-11001

Dated the 29th May, 2024

ADVERTISEMENT NOTICE

Subject: - Notice inviting applications from the retired Staff Car Drivers from Central Government/State Govt/Ex-Servicemen/Para-Military Forces etc. for rendering services as Staff Car Driver in the Ministry of Youth Affairs and Sports - regarding.

Ministry of Youth Affairs & Sports (MYAS) invites applications from eligible and desirous persons retired as Staff Car Driver from Central Government/State Govt/Ex-Servicemen/Para-Military Forces etc. for rendering service as Staff Car Driver in the Ministry of Youth Affairs and Sports for a period of one year on full time contractual basis as per details given below:-

1.	Nature of Post	Retd. Staff Car Driver
2.	Requirement	One (1)
3.	Initial Period of engagement	One year
4.	Eligibility criterion	Essential: (i) Educational Qualification: Class 10 or equivalent (ii) Persons retired as Staff Car Driver from Central Government/State Govt/Ex-Servicemen/Para-Military Forces etc. (iii) minimum 5 years driving experience. (iv) Possession of valid Driving License for motor cars (v) Knowledge of motor mechanism (should be able to remove minor defects in vehicle)
5.	Age Eligibility	Not more than 64 years as on the date of advertisement
6.	Allowances	Retd. Staff Car Driver shall not be entitled to any kind of allowance or accommodation facility, eg., Dearness Allowance, Residential Accommodation, Personal Staff, CGHS, Medical Reimbursement, etc.



7.	TA/DA	<ul style="list-style-type: none"> No TA/DA shall be admissible As per D/o Expenditure's OM No. 3-25/2020-E.IIIA dated 09.12.2020, Transport allowance for the purpose of commuting between residence and the place of work shall be allowed not exceeding the rate applicable to appointee at the time of retirement.
8.	Drawal of Pension	The retired Staff Car Driver shall continue to draw pension and the dearness relief on pension during the period of his engagement as per extant rules. His/her engagement as Retd. Staff Car Driver shall not be considered as a case of re-employment.
9.	Working Hours	Normal Office timings: 09:00 AM to 05:30 PM. May have to devote more time than usual to meet the exigencies of work. Marking Biometric Attendance is mandatory.
10.	Remuneration	A fixed monthly amount will be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount so fixed shall remain unchanged for the term of the contract. There will be no annual increment / percentage increase during the contract period.
11.	Leave	Retd. Staff Car Driver shall be eligible for Paid leave of Absence at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a Calendar year shall not be allowed. No remuneration for period of absence in excess of the admissible leave will be paid.
12.	Tax deduction at source	TDS admissible shall be deducted from the monthly remuneration of the Retd. Staff Car Driver. A TDS certificate shall be issued by the concerned DDO on demand.
13.	Confidentiality of data and documents	Retd. Staff Car Driver shall not utilize or publish or disclose or part with, to a third party, any data or statistics or proceedings or information gathered during the course of the engagement in the office, without the express written consent of Ministry. The Retd. Staff Car Driver shall sign an agreement of confidentiality with the Government of India to this effect which shall contain a clause on Ethics and Integrity.
14.	Conflict of Interest	Retd. Staff Car Driver shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of Government. Retd. Staff Car Driver would not be permitted to take up any other assignment during the period of engagement with this Ministry of Youth Affairs & Sports.
15.	Medical Fitness	The selected Retd. Staff Car Driver will also submit a medical fitness certificate from authorized Govt. Hospital at the time of joining.

Rajiv

16.	Other terms of Engagement	<p>The engagement will be on hire and fire basis which is purely dependent on their work performance and will be governed by D/o Expenditure's OM No. 3-25/2020-E.IIIA dated 09.12.2020.</p> <p>Ministry of Youth Affairs and Sports may terminate the services of the Retd. Staff Car Driver, if</p> <p>(i) The Retd. Staff Car Driver is unable to accomplish the assigned work</p> <p>(ii) Quality of the accomplished work is not to the satisfaction of MYAS</p> <p>(iii) The Retd. Staff Car Driver is found lacking in honesty and integrity</p> <p>(iv) The requirement of Retd. Staff Car Driver for the work assigned ceased to exist</p> <p>(v) The undertaking given by the candidate is found to be false.</p> <p>The services can be terminated by giving fifteen days' notice in writing either side. The termination will be without prejudice to either party's rights accrued before termination.</p>
17.	How to apply	<p>The applications in the prescribed proforma along with the following documents shall be sent on email ID: adm.n.yas@nic.in or via post to below address:</p> <p>The Under Secretary (Admn.), Room No 43 Outside, Shastri Bhawan, New Delhi -110001.</p> <p>bearing the subject "Application for Retd. Staff Car Driver in Ministry of Youth Affairs & Sports" and attaching the following documents in single pdf only</p> <ol style="list-style-type: none"> i. Copy of PPO ii. Last Pay Certificate iii. Identity Proof iv. Address Proof v. Bank Details vi. Valid Driving License for motor cars <p>The final selection will be done by the Selection Committee constituted for this purpose. The decision of the Selection Committee on selection of candidates will be final.</p>
18.	Last date of receipt of application	14 days from the date of issue of this circular on the website of Ministry of Youth Affairs & Sports.



2. After shortlisting of applications, candidates have to go through the Trade Test/Driving Test at Airport Authority of India, Central Electrical & Mechanical Workshop, Safdarjung Airport, New Delhi - 110003 for considering their applications for further engagement.

3. The terms and conditions of engagement of the Retd. Staff Car Driver would be guided by the Office Memorandum No. 3-25/2020-E.IIIA dated 09.12.2020 of Department of Expenditure and as indicated in this Notice.

4. The above engagement is purely on temporary and contractual basis. The selected candidate will not have any right to seek regularization in any post in this Ministry.



(Rajiv Kumar Singh)

Under Secretary to the Govt. of India

Tel. 23380625

To

1. NIC, MYAS with a request to upload this circular on the website of the Ministry.
2. Guard File.

PROFORMA

Application for hiring of Retired Staff Car Drivers on Contract basis in Ministry of Youth Affairs & Sports

1.	Post Applied For	Retired Staff Car Driver (Contractual)
2.	Name in full (Block Letter)	
3.	Educational Qualification	
4.	Complete Residential Address	
5.	Telephone / Mobile No.	
6.	Email ID	
7.	Details of Past Experience (Chronologically)	

* Additional relevant information, if any, in support of suitability for the engagement, separate sheet, if necessary may be attached.

Place :

Date:

Signature of the applicant

Enclosure:

- I. Copy of PPO
- II. Last Pay Certificate
- III. Identity Proof
- IV. Address Proof
- V. Bank Details
- VI. Valid Driving License for Motor Cars