

**DEPARTMENT OF POSTS: INDIA**  
**O/O THE SENIOR MANAGER, MAIL MOTOR SERVICES, KOLKATA-700015**  
**APPLICATIONS ARE INVITED FROM ELIGIBLE INDIAN CITIZENS FOR THE FOLLOWING POSTS**  
**(Vacancies of 2015-16, 2016-17, 2017-18)**

POSTS		NUMBER	RESERVATION
Skilled Artisan	Motor Vehicle Mechanic	8	05 (five) posts are reserved as following (SC-2, ST-1, OBC-2) and 14 posts are unreserved. 02 posts are reserved for Ex-Serviceman (ESM) and these posts will be filled up from any category and then will be adjusted horizontally against respective categories
	Motor Vehicle Electrician	4	
	Blacksmith	2	
	Tyreman	2	
	Painter	1	
	Upholsterer	1	
	Carpenter & Joiner	1	

**LAST DATE FOR RECEIPT OF APPLICATION:** 60 (sixty) days from the date of publication of advertisement in Employment News upto 17.00 hrs.

Scale of Pay: Level 2 of Pay Matrix (Pre-revised PB-1 Rs 5200-20200/- + GP Rs. 1900/-)

**ELIGIBILITY**

- 1) Age Limit: 18 to 30 yrs as on 01.07.18 (Relaxable 5 yrs for SC/ST, 3 Yrs. for OBC, for Ex-Serviceman up to a maximum of 3 yrs [8(5+3) years for SC/ST, 6(3+3) years for OBC] after deduction of the Military Service rendered from the actual age as on 01.07.2018.
- 2) A certificate in the respective Trade from any technical Institution recognized by the Govt. OR VIII Standard Passed with the experience of one year in the respective trade.
- 3) Candidates who apply for the post of MV Mechanic should possess a valid Driving License to drive heavy vehicles

**Method of Selection:** Selection of Skilled Artisan shall be made from amongst the candidates possessing the requisite qualifications and valid driving licence (only for MV Mechanic) by means of Competitive Trade Test. The date and venue of the tests will be intimated separately to the eligible candidates. **No communication will be entertained with respect to rejected applications.**

**Application should be submitted giving the following bio-data.**

- 1) Name (In Block Letters)
- 2) Father's Name
- 3) Citizenship
- 4) Post applied for
- 5) Permanent Address
- 6) Address for correspondence
- 7) Date of Birth
- 8) Age as on 01.07.2018 (in years, months, days)
- 9) Community
- 10) Educational Qualification
- 11) Technical Qualification/ITI certificate
- 12) Technical Experience
- 13) Driving Licence (in case of MV Mechanic only)
- 14) Details of last employment if any
- 15) Any other relevant information

**Application must be signed by the candidate and accompanied with -**

- 1) Self Attested Photocopies of the following certificates: (i) Educational qualification (ii) Technical qualification (iii) Proof of Age (iv) SC/ST/OBC/ ESM certificate issued by Competent Authority (v) Driving licence (in case of MV Mechanic) (vi) Technical Experience (vii) Copy of Citizenship certificate/Permanent Residential Certificate or any certificate issued by State/Central Govt. to show Indian Citizenship (viii) Proof relating to last employment if any.
- 2) Two self attested copies of recent passport size photographs. One should be pasted in the application form and the other should be attached with the application form.

Applications for the posts should be sent in separate envelope and the candidate should superscribe the post applied for on the envelope which should be addressed and sent to '**The Senior Manager, Mail Motor Services, 139, Belegkata Road, Kolkata-700015**' through Speed Post/Registered Post only (**Applications received by other means will be rejected**). Applications without complete information or without self-attested copies of certificates will be rejected straightway without any notice or information.

**Senior Manager**  
Mail Motor Services, Kolkata-700015