



भारत एक परिवार एक भविष्य
ONE EARTH • ONE FAMILY • ONE FUTURE



Government of India
Ministry of Communications,
Department of Posts,
O/o The Manager, Mail Motor Service,
Chandigarh – 160017.
Email id- mmschandigarh.pb@indiapost.gov.in
Contact number- 0172-2727458, 0172-2711849

Ref.No.B-2/MMS/M.V Mechanic/2022-23

Date: 15.03.2023

APPLICATIONS ARE INVITED FOR THE VACANCY YEAR 2022 FROM THE ELIGIBLE INDIAN CITIZEN FOR THE POST OF SKILLED ARTISAN(M.V MECHANIC) UNDER DIRECT RECRUITMENT

Last date for receipt of application is **ONE MONTH FROM DATE OF ISSUE OF NOTIFICATION IN EMPLOYMENT NEWSPAPER.**

Name of POSTS	No. of Vacancies	Break Up
Skilled Artisan (M.V. Mechanic)	01	UR

“The vacancy notified is subject to change and the issuing authority reserves rights to modify/cancel the notification without assigning any reason there to”

SCALE OF PAY FOR SKILLED ARTISAN (M.V.MECHANIC):Rs. 19900/- to 63200/- (Level 2 in the pay matrix as per 7th CPC) + admissible allowances.

1. ELIGIBILITY

a) **Age limit for direct recruits :**

18 to 30 years as on 01.07.2023 for UR, for Government Servants up to 40 years in accordance with the instructions or orders issued by Central Government.

b) **Educational & Other qualifications for direct recruits:**

i. A certificate in the respective trade from any Technical Institution recognized by Govt. **OR** VIII Std passed with experience of **ONE** year in the respective trade.

ii. Candidate who applies for the trade of M.V. Mechanic should possess a valid Driving License (HMV) to drive any vehicle in service in order to test it.

2. METHOD OF SELECTION

Selection of Skilled Artisan (M.V Mechanic) shall be made from amongst the candidates possessing the requisite qualifications, by means of Competitive Trade Test on the basis of syllabus in the respective trade enclosed as Annexure I. The Date, venue & duration etc will be informed to the eligible candidates along with Hall Permits.

3. INSTRUCTIONS TO CANDIDATES

1. Application on plain paper in the prescribed format should be filled in by the candidate either in English/Hindi correctly and completely, duly signed by the Candidate.

(Handwritten signature)

2. One passport size photograph should be affixed at the place meant for the purpose on the application and should be duly self attested. Along with the application form an Indian Postal Order for Rs.100/- from any Post office should be enclosed as application fee. The applications will be scrutinized as per the eligibility criteria and eligible applicants will be issued hall permit for trade test. The application fees collected from the applicants will not be refunded. Further, the **eligible candidates** should pay Rs.400/- as Examination fee (for trade test) in the form of Indian Postal Order on getting hall permit and attend Trade test along with the payment receipt. The candidates' belonging to SC/ST/Women employees are exempted from the payment of application/examination fee.
3. Application will be liable for rejection also due to following reasons:
 - The applications should be sent through Speed Post / Registered Post only.
 - Unsigned/without self attested photograph/without application fee(excluding exempted category).
 - Not possessing the requisite qualification / Experience from non-recognized Institutions and without proper address details/invalid period.
 - Without proper self attested copies of certificates.
 - Under aged / over aged candidates.
 - Incomplete or not submitted in prescribed format and Application received after due date.
 - Mutilated or damaged applications/ documents etc.,
 - Applications without required information/attachments/Community as per the notification will be summarily rejected without intimation.
 - Experience certificate without full address & Pin code.
 - Any other issue which is not as per notification.
4. Original certificates should not be sent along with the application.
5. No correspondence of any nature will be entertained.
6. Application must be signed by the Candidate and accompanied with :
 - Photocopies of the following certificates self attested by the candidate
 - Age Proof
 - Educational Qualification
 - Technical Qualification
 - Driving License/License Extract
 - Trade experience of post
 - Government Servant should submit valid proof of service in parent Govt. Department for availing age relaxation as per orders issued by Government of India.
7. The application should be addressed to the office of "**The Manager, Mail Motor Service, GPO building, Sector 17D, Chandigarh-160017**" and should be sent through Speed post / Registered post only. Applications received by any other means will be rejected. The candidate should superscribe on the envelope specifically as "Application for the post of Skilled Artisan in trade M.V Mechanic"
8. The last date of receipt of application is ONE MONTH FROM DATE OF NOTIFICATION IN EMPLOYMENT NEWSPAPER. Application(s) without complete information or without copies of desired certificates or the application(s) enclosing copy/copies of the certificate(s) without self attestation will be rejected straight way without any notice or information.


Manager (Group-A),
Mail Motor Service,
Chandigarh, 160017.

Copy to:-

1. CEPT, Mysore for publication of notification in website of Department Of Posts.

FORMAT OF APPLICATION FOR SKILLED ARTISAN (M.V MECHANIC)

(Registered / Speed Post only)

1.	Name of Post Applied for :						PHOTO DULY SELF ATTESTED
2.	Name of the Candidate (IN CAPITAL LETTERS):						
3.	Category of community to which the candidate belongs to (Tick whichever is applicable)	UR	SC	ST	OBC	EWS	
4.	Details of Application fee	Payment details (IPO number)			Whether exempted as SC / ST / Women		
5.	Father's name						
6.	Address for communication						
7.	Religion / Nationality						
8.	Date of Birth						
9.	Age as on 01.7.2023	YY:	MM:	DAYS:			
10.	Educational Qualification	Name of School _____					
		Year of Passing _____					
11.	Details of Technical Education (I.T.I)	Name of technical Institute _____					
		Trade- _____ Year of Passing _____					
12.	Details of technical experience in the respective trade						
	a. Name of the Organization with address :						
	b. Period of Experience :						
13.	Details of Driving License						
	License No :						
	Date of issue of LMV :			Validity of LMV :			
	Date of issue of HMV :			Validity of HMV :			
Date:							
Place:		Signature of candidate					

SYLLABUS FOR TRADE TEST OF THE TRADESMEN SKILLED.

MOTOR VEHICLE MECHANICS (SKILLED)

1. The candidate must be able to drive any vehicle in service in order to test it, and should possess a driving licence.
2. He must be able to:
 - a) use micrometer, vernier and dial gauges and have working knowledge of the clearances allowed in I.C. engines generally.
 - b) fit new pistons and rings, connecting rods and big end bearing.
 - c) dismantle, overhaul and reassemble clutches.
 - d) overhaul and carburettors in use in vehicles.
 - e) diagnose quickly and correctly and rectify any normal running faults.
 - f) remove and replace any major assembly of the common vehicle using the tools available and have a working knowledge of the methods of slinging assemblies.
 - g) tune an engine.
3. He must have a good knowledge of all electrical equipment of vehicles and be able to locate and rectify faults not requiring the services of a skilled Motor Vehicle electrician.