

VACANCY NOTIFICATION

Applications are invited from the eligible candidates for filling up of the post of Light Vehicle Driver in the Directorate of Tribal Welfare, Port Blair. The number of post, scale of pay, eligibility criteria, etc. are given below:

1)	Name of post	Light Vehicle Driver
2)	No. of post	1 (one) Unreserved
3)	Pay band & Grade Pay	PB-1, Rs5200-20200 Grade Pay-Rs 1900/- (Group 'C'), Non-Gazetted, Non-Ministerial)
4)	Age limit	18-33 years NOTE: The crucial date for determining the age limit shall be the closing date for receipt of application/name from Applicant/Employment Exchange. The age limit is Relaxable upto 05 years for Govt. Servant & ST candidates and 03 years for OBC candidates in accordance with the instruction/orders issued by Govt. of India. Candidates belonging to the OBC of A & N Islands which are specified * by the A & N Administration's Notification No. 343/2005/ F.No. 8-3/2003-TW dated. 16-12-2005 and subsequent Circular No. 8- 3/2003-TW / 295 dated. 26-04-2006 are only eligible to apply against vacancies reserved for OBCs. The candidates should furnish OBC certificate duly issued by the Competent Revenue Authorities (not below the rank of Tehsildar) of A & N Administration in terms of Admn's Circular No. 8-3/2003-TW/ 242 dated. 30th March, 2006.
5)	Educational & other qualifications required for direct recruits	Essential: - a) Must have passed 10 th Std (Secondary School Examination) for a recognized Board/ Institution b) Should possess valid driving license of Light Motor Vehicle c) Must qualify Written/ Professional Test Desirable a) 3 years experience in driving Light Motor Vehicles b) Knowledge of Motor Mechanism and capable to locate and rectify the minor running repairs in the vehicle

6) Scheme of the Examination and Trade/ Professional Test.

All the candidates are required to appear in the written test conducted by Director of Tribal Welfare, A & N Administration. The successful candidates of the written test will be called for trade test/ professional test which will be conducted by the Directorate of Tribal Welfare, A & N Administration with the assistance of Directorate of Transport, A & N Administration. The written as well as trade/professional test will be conducted at Port Blair. There will be one question paper of the written examination of 80 marks having "Objective-Multiple-Choice-Type" questions of elementary nature which will judge the knowledge of a person who has studied atleast upto the 10th standard.

A list of selected candidates will be prepared and they will be called for the trade/professional test. There will be 20 marks assignment for trade/ professional test. The date of written examination and trade test will be intimated to the individual candidates by dispatching hall tickets and a general notice will also be published in "the Daily Telegrams/ Official Website of A & N Administration".

7) Selection of Candidates

Final selection for appointment to the post of LVD will be made on the basis of marks secured in the written examination subject to the candidates qualifying in the written examination as well as in the trade/professional test. On appointment to the post of LVD the official will be on probation for a period of Two years. Selected candidates may have to serve in any part of these islands.

8) Documents to be attached with the application

- (i) Two copies of a recent passport size photograph in addition to photograph pasted in the application. The candidate should write his name on the back side of the photograph.
- (ii) Two self addressed envelopes of 12cm X 25cm size.
- (iii) Copies of certificates regarding educational qualification, valid driving license and age of the candidates.
- (iv) Copies of documents in support of claim of Other Backward Class / Schedule Tribe issued by the Revenue Authorities of A & N Administration (not below the rank of Tehsildar) (*if age relaxation claimed being a candidate of ST/OBC*).

9) Last date of submission of application & How to apply

Completed application in the prescribed format (in the A-4 size paper) (See Annexure) duly filled in English or Hindi alongwith the copies of certificate should be sent to the "**Assistant Director (Admn), Andaman & Nicobar Administration, Port Blair - 744101**" latest by **10.08.2012 (Friday) (05:00 PM)**. Application received after the closing date will not be entertained under any circumstances. The Director of Tribal Welfare, Port Blair will not be responsible for the postal delay. The candidates already in Govt. employment must send their application through their respective Head of Office. The envelop containing the application must be superscribed in the bold letters as "**Application for recruitment to the post of 'Light Vehicle Driver'**".

10) Action against candidates found guilty of misconduct:

Before submitting application, the candidates must carefully read the eligibility conditions for the examination and satisfy himself that he fulfills all the eligibility criteria. Candidates are warned that they should not furnish any particulars that are false or suppress any material information while filling in the application form. Candidates are also warned that they should in no case attempt to alter or otherwise tamper with any entry in a document or the copy of certificates submitted by them nor should they submit a tampered/ fabricated document. If there is any inaccuracy or any discrepancy, an explanation regarding this discrepancy should be submitted.

11) General Information

- (i) The candidates are required to enclose only the copies of certificates with the application form. They must not send original certificate with their application form. The original certificate of the selected candidate will also be verified at the time of appointment.
- (ii) Application must be submitted in the prescribed format as given in the Annexure to this Vacancy Notice.
- (iii) Incomplete or un-signed applications are liable to be rejected/ cancelled. Application must be *legible* to read and understand.
- (iv) Passport size photo should be of good quality and must not be a Xerox of the original photo.
- (v) Candidates must write the papers in their own handwriting.
- (vi) In no circumstances, they will be allowed the help of a scribe to write the answer for them.
- (vii) Candidates should bring their own ball point pen, pencil, eraser, etc. in the Examination Hall.
- (viii) Candidates are not permitted to use any type of electronic device/gadget including calculator, mobile phone, etc. and therefore, they should not bring the same in the examination hall.
- (ix) Any dispute in regard to this recruitment will be subject to courts/ tribunals having jurisdiction over A & N Administration, Port Blair.

Assistant Director (Admn)

Annexure

Closing date for receipt of application: 10.8.12 (Friday)

Application for the post of "**Light Vehicle Driver**" in the Directorate of Tribal Welfare, Andaman & Nicobar Administration

Paste here a recent passport size photograph of applicant

1	Full Name of the applicant: (in block letters)	
2	(a) Name of father:	
	(b) Name of Mother:	
3	Gender (Male/Female)	
4	Postal address to which communication to be sent: (in block letter)	
5	Telephone / Mobile No.	
6	Permanent home address: (in block letter)	
7	Date of birth (in Christian era): Proof of age to be enclosed with the application.	
8	Age as on 31.7.2012Years.....MonthsDays
9	Educational Qualification	1) 2)
10	Experience (if any)	
11	Do you possess any of the Desirable qualification mentioned in the vacancy notice. If yes, give details	
12	Do you belong to OBC/ST category (for age relaxation only). A copy of relevant certificate issued by Revenue Authority of A&N Administration must be enclosed	
13	Nationality	
14	Marital status (married/ Unmarried)	
15	Are you a departmental candidate	
16	Any other information	

I do hereby declare that all the statements made in the application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any particular information given above being false or incorrect, my candidature for the post of Light Vehicle Driver is liable to be rejected or cancelled and in the event of any mis-statement or discrepancy in the particulars being detected after my appointment my services are liable to be terminated forthwith without any notice to me.

I have read the provisions in the Notice of the DTW, A & N Administration carefully and I hereby undertake to abide by them. I further declare that I fulfill all the conditions of eligibility regarding age limits, educational qualification etc. prescribed for admission to the examination.

Place:

Date:

Signature of the applicant
(Application not signed by the candidate will be rejected)