

MSE-10/Rectt. Of Skilled Artisans/2018-19/ 54  
Government of India  
Ministry of Communications & Information Technology,  
Department of Posts,  
(Mail Motor Service)

Office of the Manager,  
Mail Motor Service, GPO Compound,  
Civil Lines, Nagpur-440001  
Dated 07/08/2018

**Applications are invited from the eligible Indian citizens for the following post.**

Post : (Skilled Artisan) General Central service Gr.-C, Non-Gazetted, Non-Ministerial	NUMBER	BREAK-UP				
		SC	ST	OBC	UR	Total
1) Tin Smith	01	Nil	Nil	01	Nil	01
2) Welder	01	Nil	Nil	Nil	01	01

Scale of Pay of Skilled Artisans: Rs. 19,900/ (Pay Matrix Level-02 of 7<sup>th</sup> CPC)

Last Date of Receipt of Applications: On or Before 29/09/2018 by 17.00 hrs.

**1. ELIGIBILITY**

(a) **Age Limit:** 18 to 30 years as on 01.07.2018 (Relaxable 5 years for SC/ST, 3 years for OBC, for Government servants upto 35 years in accordance with the instruction or orders issued by the Central Government).

(b) **Educational and other qualifications:** A certificate in the respective trade from any Technical Institution recognized by the Govt. OR VIII Std. Passed with experience of one year in the respective trade.

(c) **Period of Probation** : Two years

(d) **Method of recruitment** : Direct recruitment.

**2. SELECTION**

Selection will be made from amongst the candidates possessing the requisite qualifications by means of Competitive Trade Test. The date and venue of the test with syllabus will be intimated separately to the eligible candidates. **No intimation will be sent in respect of other applicants who are not eligible.**

**Application must be signed by candidate and accompanied with:**

1. Photocopies of the following certificates duly attested by Gazetted officer/Self attested. (i) Educational Qualification, (ii) Technical Qualification, (iii) Proof of age, (iv) Caste Certificate (ST/SC/OBC Certificate issued by the Competent Authority), (v) Technical Experience, (vi) Citizen Certificate, (viii) Address proof, (ix) Photo Id proof, (x) Declaration stating that the information provided is the valid, true and authentic. Application without desired Bio-data/Information/Enclosures will be summarily rejected.
2. Two copies of recent passport size photographs attested by Gazetted Officer. One should be pasted on the application form and the other should be attached with the application form.

The separate application should be sent for each post in separate envelopes and the candidate should send in an appropriate size of thick paper envelope clearly inscribing on the cover as "**Application for the post of Tin Smith/Welder at MMS, Nagpur**" through Speed Post/Register Post only and addressed to "**The Manager (Group-A), Mail Motor Services, GPO Compound, Civil Lines, Nagpur - 440001**". Application sent by courier or any other transmission will not be entertained/considered. Application without complete information or without requisite document duly attested by Gazetted officer/self attested will be rejected straight way without any notice or information. No TA-DA will be paid for test. Candidate will be selected on the basis of qualification, experience & skill test and merely possessing minimum qualification will not vest any right to the candidate to call for test.

Encl.: Format of Application

  
Manager (Group-A),

Phone: 0712-2561477, 2561744,

E-mail Id:mmsnagpur2014@gmail.com,

mmsnagpur.mh@indiapost.gov.in

Copy to,

1. PMG, Nagpur Region, Nagpur.
2. ADPS (Rectt), O/O CPMG, Mah. Circle, Mumbai.
3. ADPS (Tech), O/O CPMG, Mah. Circle, Mumbai- To upload notification on official website of Maharashtra Circle.

Application should be submitted giving the following bio-data.

Passport Size  
Photograph duly  
attested by  
gazetted Officer

**Application for the post of \_\_\_\_\_.**

Sr. No.	Details/Description				
i.	Full name (in block letters)				
ii.	Fathers' Full name				
iii.	Post applied for				
iv.	Permanent Address				
v.	Address for correspondence				
vi.	Email-ID				
vii.	Citizenship/Nationality				
viii.	Date of birth (in figures & words)	Date	Month	Year	In words-
ix.	Age as on 01.07.2018.				
x.	Community/Category (Gen/SC/ST/OBC etc.)				
xi.	Details of education qualification				
xii.	Technical qualification/ITI Certificate				
xiii.	Technical Experience				
xiv.	Any other relevant information				

I hereby declare that the information provided is true, valid and authentic.

Date:

Signature of applicant

**Format of Envelop**

<b>Speed Post/Registered Post</b>	
<u>Application for the post of Tin Smith/Welder (Skilled Artisans) at MMS, Nagpur</u>	
From:	To, The Manager (Group-A), Mail Motor Service, GPO Compound, Civil Lines, Nagpur (MS)-440001.