

IMMEDIATE

No. 2-3/2013-FIU-IND
Ministry of Finance
Department of Revenue
Financial Intelligence Unit

6th Floor, Hotel Samrat
Chanakya Puri, New Delhi -110021
dated the 28 Nov 2013

CIRCULAR

Subject: Filling up the post of Staff Car Driver in the grade of Rs. 5200-20200 Grade pay Rs.2400 in the Ministry of Finance, Financial Intelligence Unit – India, on deputation/Absorption basis.

The undersigned is directed to state that it is proposed to fill up One post of Staff Car Driver in the Financial Intelligence Unit – India, Ministry of Finance in the pay scale of Rs. 2500-20200 Grade pay Rs.2400 on **deputation/Absorption** basis. The eligibility conditions for the recruitment to the post of Staff Car Driver are detailed in Annexure – I.


2. It is requested that the application (in duplicate) from the eligible and willing official may be forwarded in the prescribed Proforma, to the Financial Intelligence Unit- India latest by 15.01.2014 alongwith the following documents:-

(a) ACR/APAR dossiers containing ACR/APAR for the last five years. In case of photocopies of ACR/APAR dossiers, it should be duly attested by an officer not below the rank of Under Secretary to the Govt. of India.

(b) Vigilance / Disciplinary clearance.

3. Application received incomplete, otherwise than through proper channel and without the above-mentioned documents and after due date will not be entertained. Further, the candidate who applies for the post will not be allowed to withdraw their candidature subsequently.




(SD. SHARMA)
Dy Director (Admn.)

Copy to:

1. All Ministries/ Departments of Govt. of India
2. O/o. the J.S. (Trg.) & CAO (CAO-P-1), Ministry of Defence, E-Block Hutments, N Delhi
3. All department of Ministry of Finance
4. HIC – for Hindi Version
5. All Division/ Sections of Department of Revenue/ DEA/ Expenditure as per list of R&I.
6. Notice Board

Eligibility conditions for filling up the post of Staff Car Driver in the Financial Intelligence Unit – India, Ministry of Finance, on deputation/Absorption basis.

Employee of the Central Government:-

- (i) Matriculation or equivalent pass from a recognized Board.
- (ii) Possessing of a valid driving license for motor cars.
- (iii) Three years experience in driving a motor car.
- (iv) Knowledge of motor mechanism (The candidate should be able to remove minor-defects in vehicle).

Desirable:

- (i) 3 years' service as Home Guard/ Civil Volunteers.

Note: The qualification regarding experience is relaxable at the discretion of the competent authority in the case of candidates belonging to the Scheduled Castes or Scheduled Tribes if at any stage of selection the competent authority is of the opinion that the sufficient number of candidates with requisite experience are not likely to be available to fill up the vacancy reserved for them.

Deputation/ Absorption

From amongst the regular Dispatch Rider and Multi-tasking Staff (Group C) in the Department of Revenue who possess valid Driving License for Motor Cars on the basis of a Driving Test to assess the competence to drive Motor Cars failing which from officials holding the post of Dispatch Rider on regular basis or regular Group C employees in other Ministries of the Central Government who fulfill the necessary qualifications as mentioned in column 7.

For Ex-Servicemen

Deputation / re-employment

The Armed Forces Personnel due to retire or who are to be transferred to reserve within a period of one year and having the requisite experience and qualifications prescribed shall also be considered. Such persons would be given deputation terms upto the date on which they are due for release from the Armed Forces; thereafter they may be continued on re-employment.

Note : Period of deputation including period of deputation in another ex- cadre post held immediately preceding this appointment in the same or some other organization / department of the Central Government shall ordinarily not to exceed three years.

PROFORMA**APPLICATION FOR THE POST OF STAFF CAR DRIVER ON DEPUTATION/ABSORPTION BASIS IN THE FINANCIAL INTELLIGENCE**

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| 1. | Name | |
| 2. | Post Applied for | |
| 3. | a) Present post held (whether regular, ad-hoc or on deputation basis). b) If present on deputation, please indicate designation of the post held in the parent office/cadre and scale of pay of that post along with the present basic in that grade. | |
| 4. | Present Pay Band and Grade Pay (also mention basic pay) | |
| 5. | Date of getting the present scale on regular basis. | |
| 6. | Date of birth | |
| 7. | Date of entry in government service | |
| 8. | Date of retirement | |
| 9. | Office address | |
| 10. | Phone & FAX number with STD code | |
| 11. | E.mail address | |
| 12. | Education Qualifications | |
| 13. | Post held since entry into govt. service | |
| 14. | Whether educational and other qualifications required for the post are satisfied ? (if any qualification has been treated as equivalent to the one prescribed in the rules, state the Authority for the same) | |
| 15. | Nature of present employment i.e. ad-hoc or Temporary or quashi-permanent or permanent | |
| 16. | In case the present employment is held on Deputation basis, please state: (a) The date of initial appointment (b) Period of appointment on deputation (c) Name of the parent office/ Orgn. To which belong. | |
| 17. | Additional details about present employment (a) Central Government | |
| 18. | Whether belongs to SC/ST | |
| 19. | Additional information, if any | |

Signature of the candidate

Service particulars given by the applicant are verified with reference to service records and found to be correct.

Signature with seal of the Competent Authority