



6(4)/2020-Estt./161
केन्द्रीय प्रशासनिक अधिकरण
CENTRAL ADMINISTRATIVE TRIBUNAL
गुवाहाटी न्यायपीठ, गुवाहाटी
GUWAHATI BENCH, GUWAHATI



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राजगढ़ रोड, भौंगागढ़/Rajgarh Road, Bhangagarh,
गुवाहाटी-781005/Guwahati – 781005
दिनांक/ Date: 06.09.2023

Recruitment Notice

Sub: Filling up of one post of Staff Car Driver (Ordinary Grade), Group 'C' in Central Administrative Tribunal, Guwahati Bench, Guwahati on regular basis through **DIRECT RECRUITMENT**.

The post of Staff Car Driver (Ordinary Grade) carries All India Service Liability (AISL) i.e., the candidate may be asked to serve anywhere in the country at a later stage.

ADVERTISEMENT NO.6 (4)/2020-Estt./161

Closing date and time for receipt of offline applications	05:00 PM on the 45 th day counting from the date of publication of this Recruitment Notice in the Employment News
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1. Offline Applications are invited from eligible candidates for the post of Staff Car Driver (Ordinary Grade) in Central Administrative Tribunal, Guwahati Bench, Guwahati. Only those Applications which are received in this Bench till 05:00 pm on or before 45th day of the publication of this Recruitment Notice in the Employment News and found in order shall be accepted. Candidates are advised to go through the Recruitment Notice carefully before applying for the post and ensure that they fulfill all the eligibility criteria like Age-Limit/ Essential Qualifications (EQs)/ Experience/ Category, etc. as indicated in this Notice. Candidature of candidates not meeting the eligibility conditions will be cancelled at any stage of the recruitment process without any notice. Candidature of Applicants shall be purely PROVISIONAL at all stages of the recruitment process.

1.1. All information relating to this recruitment right from the status of application upto the selection including calling of candidates for the Written Test and Skill Test will be made available on the website of Central Administrative Tribunal i.e., <https://cgat.nic.in>.

1.2. Candidates are advised to visit the website of CAT regularly for the latest information in respect of various stages of recruitment process.

2. Details/Description of post is given at **Annexure-I** of this Recruitment Notice.

2.1 The vacancy has been advertised by the Central Administrative Tribunal, Guwahati Bench as per the directions of the Central Administrative Tribunal, Principal Bench, New Delhi.

2.2 This office will not be responsible for withdrawal/alteration of the vacancy at any stage of the recruitment process.

3. Nationality/Citizenship

Candidates must be the citizen of India.

4. Conditions on seeking age-relaxation, reservation, etc.

4.1 For OBC, SC/ST, EWS applicants: Since, the vacancy is meant for Unreserved/Ex-Servicemen, the applications of the candidates not belonging to the Ex-Servicemen category will not be considered.

4.2 For Persons with Benchmark Disabilities (PwBD) [OH/ HH/ VH/ Others] Applicants: *The post is not suitable for persons with Benchmark Disabilities.*

4.3. Age-Limit (As on closing date of application):

4.3.1. Age limit for the post of Staff Car Driver is 18 to 27 years.

4.3.2. Relaxation in Upper age-limit: Relaxation in upper Age-limit is admissible in the case of employees of the Central Government or State Government or Supreme Court or High courts and the District Courts including employees of the Central Administrative Tribunal upto the age of 40 years.

With respect to Ex-Serviceman relaxation of age and other concessions will be provided in accordance with orders issued by the Central Government from time to time in this regard.

4.3.3. Proof for Date of Birth: The Date of Birth as recorded in the Matriculation/ Secondary Examination Certificate or an equivalent certificate only will be accepted by the Tribunal for determining the age eligibility and no subsequent request for its change will be considered or granted.

Note: Since, the vacancy is reserved for Unreserved/Ex-Servicemen; no claim for age relaxation other than the relaxation as stated above is admissible.

4.4. Instructions for Ex-Servicemen (ESM) Applicants:

4.4.1 ESM applicants seeking, age-relaxation and reservation, etc. shall invariably submit, the requisite Certificate as per Format at **Annexure-II**, wherever applicable, from Competent Authority and also submit a Declaration as per Format at **Annexure-III**, as and when called for by the Tribunal or at the time of Document Verification, otherwise their claims for age-relaxation, reservation etc. shall not be considered.

4.4.2. Ex-Servicemen who have already secured employment in civil side under Central Government in Group “C” posts on regular basis after availing of the benefits of reservation given to ex-servicemen for their re-employment are not eligible for reservation in ESM category. However, he/ she can avail of the benefit of reservation as ex-serviceman for subsequent employment if he/ she immediately after joining civil employment, given self-declaration/ undertaking to the concerned employer about the date-wise details of applications for various vacancies for which he/ she had applied for before joining the initial civil employment as mentioned in the OM No. 36034/1/2014-Estt (Res) dated 14th August 2014 issued by DoP&T.

4.4.3. Age-relaxation and reservation is not admissible to sons, daughters and dependents of Ex-Servicemen. Therefore, such candidates should not indicate their category as ex-servicemen.

5. Process of certification and format of certificates:

5.1 Candidates who wish to be considered against reserved vacancies or seeking age relaxation must submit requisite certificate from the competent authority, in the prescribed format when such certificates are sought by the Tribunal at the time of document verification. Otherwise, their claim for Ex-Servicemen category will not be entertained and their candidature will be cancelled. The formats of the certificates are same as required for applying for any civil post in Government of India. Certificates in any other format are liable to be rejected.

5.2 Candidates are cautioned that they must ensure that they belong to the category as filled in the application form and are able to prove the same by furnishing the requisite certificate from the competent authority when such certificates are sought by the Tribunal at the time of document verification, failing which their candidature will be cancelled. If a candidate is rejected for non-furnishing of the requisite certificate in support of the ESM category filled in the application form, the candidate will be solely responsible for the same and the Tribunal will not have any responsibility. Any grievance received in this regard in any form like Post, Fax, Email, by hand, etc. shall not be entertained by the Tribunal and will be summarily rejected. For example, candidate X filled ESM in his application form. However, during document verification by the Tribunal, he is unable to produce the valid certificates. In such scenario, candidature of X will be cancelled by the Tribunal.

5.3 Candidates may also note that in respect of the above, their candidature will remain provisional till the veracity of the relevant documents is verified by the

Appointing Authority. Candidates are cautioned that they will be debarred from the examinations conducted by the Tribunal in case they fraudulently claim ESM status or avail any other benefit.

6. Crucial date for Essential Qualification (EQ) and Age Limit:

6.1. Essential Qualifications (EQs) & Age Limit:

Essential:-

- (i) Possessing a valid Driving Licence for Motor Car;
- (ii) Knowledge of Motor Mechanics;
- (iii) Experience of driving a Motor Car for at least three years;
- (iv) Pass in Matriculation or equivalent

Desirable:-

Three years' service as Home Guard or Civil Volunteers.

6.2. The Crucial date for determining of age- The crucial date for determining the age limit shall be closing date for receipt of applications from candidates in India.

6.3. Before applying for the post, the candidates must ensure that they possess the Essential Qualifications including Experience wherever it is prescribed as Essential Qualification and also meet the age-limit as on the crucial date mentioned in Para 6.2 above.

6.4. The post of Staff Car Driver (Ordinary Grade) requires experience; such experience must be acquired by the candidates after the issuance of Valid Driving Licence for Motor Car as specified. Further, internship, training, etc. gained in the course of acquiring an educational qualification will not be counted as experience.

6.5. The applicants must fill the Essential Qualification column of the offline Application Form and also shall submit self-attested copy of relevant certificates in support of their claim of possession of Experience from the Competent Authority alongwith application form, failing which their candidature shall be rejected.

6.6. Selection will be strictly as per Recruitment Rules of the post i.e. The Central Administrative Tribunal (Group 'C' Posts) Recruitment Rules, 2015. It may be noted by the candidates that, it is the responsibility of the candidates to submit the necessary Documents/ Certificates (Order/ Letter with Number & Date) in support of equivalence, issued by the Government of India/ State Government or by the Competent Authority, as mentioned in the notice, from which he obtained the Educational Qualification, Driving Licence and Experience for driving Motor Car as required, failing which his application shall be rejected.

7. How to apply:

7.1 Application must be submitted in offline mode only to The Deputy Registrar, Central Administrative Tribunal, Guwahati Bench, Rajgarh Road, Bhangagarh, Guwahati, Assam-781005 through post or by-hand.

7.2. Closing date for submission of offline applications is 05:00 PM on the 45th day counting from the date of publication of this Recruitment Notice in the Employment News.

7.3. Candidates are advised in their own interest to submit offline applications much before the closing date and not to wait till the last date to avoid the possibility of not reaching of the application to CAT, Guwahati Bench due to any unforeseen circumstances.

7.4. The Tribunal does not accept any responsibility for the candidates not being able to submit their applications within the last date on account of any reason or for any other reason beyond the control of the Tribunal.

7.5. Candidates should apply only once for the post.

7.6. The information furnished by the candidates in their applications will be verified by the Tribunal with reference to the original documents during the Document Verification. During verification of documents, if it is found that any information furnished by the candidate in the application is wrong/misleading; his candidature will be rejected forthwith. The candidates should ensure that they have furnished correct information in the application form.

7.7 In the Application Form, candidates are required to paste their recent color passport size photograph. The photograph should be without cap, without spectacles and frontal view of the face should be visible. Applications with poor quality, miniature and blurred photographs/side facing photographs will be rejected. If the proper photograph is not pasted by a candidate, his candidature will be cancelled. Candidates are required to put their signature in the application form.

7.8 Candidates already employed in Central/State Govt. Departments/Supreme Court/High Courts/District Courts/CAT must submit their applications in prescribed proforma through proper channel.

7.9 candidates are required to attach one extra photo with the application form for the purpose of issuance of admit card for the examination/test.

7.10 Candidates are advised to fill their correct and active e-mail addresses and mobile number in the application as correspondence may be made by the Tribunal through e-mail/ SMS.

7.11 Admit card for written examination/Driving Test will be issued by post/through e-mail.

8. Application Fee: There is no application fee.

9. Centre of Examination

9.1 The details of the Exam Centre is as follows:

SI. No.	Name of the Exam	Examination Centre
1.	Written Test	Central Administrative Tribunal, Guwahati Bench, Rajgarh Road, Bhangagarh, Guwahati, Assam-781005
2.	Driving Test	Will be informed in due course

9.2. The Tribunal reserves the right to divert candidates to some other Centre to take the examination.

10. SCHEME OF EXAMINATION:

10.1. The details of subjects, marks and number of questions for the Preliminary Test/Objective Type (Written) Test will be as given below:-

The Preliminary Test/Objective Type (Written) Test will consists of one paper having 100 questions from General Intelligence, General Knowledge, General Mathematics, Driving Symbols; Traffic Signs/Road Sense; Basic Driving Rules like lane driving, overtaking procedure, road-map reading, and Knowledge of Basic Motor Mechanics, i.e. Tyre Pressure, Battery Water Level, Quantity & Grade of Oils to be used, Coolant, Tension of Belts/Hose Pipes etc.

Qualifying Marks in the Preliminary Test/Objection Type (Written) Test will be 60% of the maximum marks of the Exam. There will be **negative marking of 1/3rd marks for each wrong answer.**

10.2 *The duration of written exam will be of 02.00 hours.*

10.3 The question paper will be bi-lingual. i.e. Hindi and English.

10.4 The candidates qualifying the Preliminary Test/Written Test will be called for Skill Test/Driving Test. Date and examination center of the Skill Test/Driving Test will be informed to the candidates later.

10.5 Qualifying Marks for Skill Test/Driving Test will be 60% of the maximum marks of the Test.

10.6. The final merit list will be prepared in respect of the qualified candidates by giving 40% weightage to the marks obtained in the Preliminary Test/Written Test and 60% weightage to the marks obtained in the Skill Test/Driving Test.

11. Admission to the Examination:

11.1. All candidates who apply in response to this advertisement by the closing date and time and whose applications are found to be in order after scrutiny and are provisionally accepted by the Tribunal as per the terms and conditions of this Notice of Examination will be called for appearing in the Written Test. Subsequently, candidates qualified in written examination will be called for Skill Test/Drive Test.

11.2. The Tribunal will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of Written Examination and, therefore, candidature will be accepted only provisionally. The candidates are advised to go through the requirements of educational qualification, experience, age; physical and medical standards etc. as per the requirements of the Post and satisfy themselves that they are eligible for the post.

11.3. List of provisionally accepted and rejected applications, Date and Venue of Written Test, Document Verification will be uploaded on the website of the Tribunal. Therefore, candidates are advised to visit the website of Tribunal regularly for updates and information about the examination.

11.4. If any candidate does not find his/ her detail on the website of the Tribunal, one week before the date of examination, he/ she must immediately contact the Tribunal with proof of having submitted his/ her application. Failure to do so will deprive him/ her of any claim for consideration.

11.5. Candidate must write his/ her registered Email-ID and Mobile Number along with his/ her name, while addressing any communication to the Tribunal. Communication from the candidate not furnishing these particulars shall not be entertained.

11.6. It is mandatory to carry Original valid Photo-ID proof such as: Aadhaar Card/ Printout of E-Aadhaar, Voter's ID Card, Driving License, PAN Card, Passport, Employer ID Card (Govt./ PSU/ Private), etc., Ex-Serviceman Discharge Book issued by Ministry of Defence, Any other photo bearing valid ID card issued by the Central/State Government, having the Date of Birth as mentioned in the application form, failing which they will not be allowed entry in the examination,

11.7. If Photo Identity Card does not have the Date of Birth then the candidate must carry an additional original certificate in proof of their Date of Birth. In case of mismatch in the Date of Birth mentioned in the Application and photo ID/ Certificate brought in support of Date of Birth, the candidate will not be allowed to appear in the examination.

11.8. Applications with blurred photograph and/ or signature will be rejected. Also, Photographs with cap, spectacles, goggles, poor quality, miniature, side facing will be rejected.

12. DOCUMENTS VERIFICATION:

12.1 All the candidates qualified in written Examination are required to appear for Document Verification as per the requirement. No request from the candidates for change of venue of Document Verification will be entertained by the Tribunal.

12.2. Candidates will be called for Document Verification through e-mail, letter by post and notice in this regard will be uploaded on the website of the Tribunal. Therefore, candidates are advised to check the website of the Tribunal regularly.

12.3. Candidates have to bring one original Photo ID Proof as listed at Para 11.7 above while appearing for the Document Verification.

12.4. At the time of Document Verification, candidates will have to produce original documents like:

12.4.1. Matriculation Certificate.

12.4.2. Valid Driving license for motor car.

12.4.3. Experience Certificate.

12.4.4. Relevant Certificate, if seeking any age relaxation.

12.4.5. Requisite Certificate for Ex-Servicemen (ESM):

12.4.5.1. Serving Defence Personnel Certificate as per Annexure-II, if applicable.

12.4.5.2. Undertaking as per Annexure-III.

12.4.5.3. Discharge Certificate, if discharged from the Armed Forces,

12.4.6. No Objection Certificate, in case already employed in Government/ Government undertakings.

12.4.7. Any other document specified in the Notice for Document Verification.

13. Selection Procedure:

13.1 Recruitment to post of Staff Car Driver (Ordinary Grade) will be made through two stages of examination, Written Test and Skill/Driving Test.

13.2 All candidates whose application is received in response to this advertisement by the closing date and time and found to be in order and are provisionally accepted by the Tribunal as per the terms and conditions of this Notice of Examination, will be called for appearing in the Written Test by the Tribunal.

13.3. Candidates scoring less than cut-off marks of 60% will not be considered for the next stage of recruitment.

13.4. Skill Test/Driving Test will be conducted from amongst the candidates whose hard copies of documents are received and found in order at Scrutiny stage, by the Tribunal.

13.5. The information furnished by the candidates in their applications will be verified by the Tribunal with their original documents before the Skill Test/Driving Test. During verification of documents, if it is found that any information furnished by the candidate in the application form is wrong/misleading; his candidature will be rejected forthwith. No appeal or representation against such rejection of candidature will be entertained. The candidates should ensure that they have furnished correct information in the application form.

13.6. Scores/ Marks of all the candidates including selected will only be disclosed/ made available on the website of the Tribunal at the time of declaration of Final Result.

13.7. Success in the examination confers no right of appointment unless Government is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the service/ post.

13.8. The candidates applying for the examination should ensure that they fulfill all the eligibility conditions for admission to the examination. Their admission at all stages of the examination will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If, on verification, at any time before or after the Skill Test/Driving Test, it is found that they do not fulfill any of the eligibility conditions, their candidature for the examination will be cancelled.

13.9. Though, the selection to the post of Staff Car Driver (Ordinary Grade) is being made for CAT, Guwahati Bench, the post of Staff Car Driver (Ordinary Grade) carries All India Transfer liability.

14. Resolution of Tie-Cases:

In the event of tie in the scores of candidates in the Total marks, such cases will be resolved by applying following criteria, one after another, till the tie is resolved:

- i. Date of Birth, with older candidates placed higher.
- ii. Alphabetical order of names.

15. Reasons for Rejection / Cancellation of Application / Candidature:-

15.1. Applications/ candidature of applicants are liable to be cancelled/ rejected at any stage of the recruitment process in the event of all or any of the following:

15.1.1. Applications being incomplete.

15.1.2. Application without clear photograph (miniature photograph/side facing photograph/ photographs with goggles /photographs with spectacles/ photographs with caps /no photographs/blurred photographs etc.) and legible signature.

15.1.3. Under-aged /over aged candidates.

15.1.4. Non-forwarding of self-attested legible copies of all the relevant certificates/ documents issued by the competent authority, in support of the information given in their Application Form about their educational qualifications, experiences, percentage of marks obtained, proof of age, proof of ESM category, with the application.

15.1.5. Not having the requisite educational qualification, experience and age as on the closing date for receipt of applications from candidates in India.

15.1.6. Incorrect information or misrepresentation or suppression of material facts.

15.1.7. For carrying prohibitive items to the Examination premises/ Hall.

15.1.8. Non-production of original certificates at the time of Document Verification.

15.1.9. Indulging in any of the malpractices listed at Para-21 of the Notice of the Examination.

15.1.10. Candidates who are found in an inebriated condition in the Examination Hall.

15.1.11. Any other irregularity.

16. Penalty/Debarment of candidates for Malpractices:-

If candidates are found to indulge at any stage in any of the malpractices listed below during the conduct of examination, their candidature for this examination will be cancelled and they will be debarred.

1. Taking away any examination related material Question paper, Rough Sheets, Answer Sheet etc. from the examination hall or passing it on to unauthorized persons during the conduct of examination.
2. Leaving the Examination Venue uninformed during the Examination.
3. Misbehaving, intimidating or threatening in any manner with the examination functionaries" i.e. Supervisor, Invigilator, Security Guard or Tribunal's representatives etc.

4. Obstruct the conduct of examination/ instigate other candidates not to take the examination.
5. Making statements which are incorrect or false, suppressing material information, submitting fabricated documents.
6. Obtaining support/ influence for his/ her candidature by any irregular or improper means in connection with his/ her candidature.
7. Possession of Mobile Phone in “switched on” or “switched off” mode.
8. Damaging examination related infrastructure/ equipments.
9. Appearing in the examination with forged Admit Card, identity proof, etc.
10. Possession of fire arms/ weapons during the examination.
11. Assault, use of force, causing bodily harm in any manner to the examination functionaries’*i.e.* Supervisor, Invigilator, Security Guard or Tribunal’s representatives etc.
12. Using unfair means in the examination hall like copying from unauthorized sources such as written material on any paper or body parts.
13. Possession of Bluetooth Devices, spy cameras, and any other electronic gadgets in the examination hall.
14. Impersonate/ procuring impersonation by any person.
15. Taking snapshots, making videos of question papers or examination material, etc.

17. Tribunal’s Decision Final:

The decision of the Tribunal in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centers and preparation of merit list, debarment for indulging in malpractices will be final and binding on the candidates and no enquiry/ correspondence will be entertained in this regard.

18. Jurisdiction of Courts/Tribunals:

Any dispute in regard to this recruitment will be subject to Courts/ Tribunals having jurisdiction at Guwahati.

19. Important Instructions to Candidates:

- (a) Before applying, candidates are advised to go through the instructions given in the notice of examination very carefully.

(b) The candidate must write his name and date of birth strictly as recorded in the matriculation/ secondary certificate. If any variation in the date of birth is observed at the time of entry in the examination venue, he/she shall not be allowed to appear in the examination. Further, if any variation in the name and date of birth is observed at the time of document verification, his/ her candidature will be cancelled.

(c) Candidates are advised in their own interest to submit offline applications much before the closing date and not to wait till the last date.

(d) The candidates are advised to go through the requirements of educational qualification, age, experience criteria etc. and satisfy themselves that they are eligible for the post. Copies of self-attested supporting documents must be attached with the application. At any stage of the recruitment process, if any claim made in the application is not found substantiated, the candidature will be cancelled and the Tribunal's decision shall be final.

20. No Person:

20.1. Who has entered into or contracted a marriage with a person having a spouse living;

or

20.2. who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service, Provided that Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing exempt any person from the operation of this rule.

21. Canvassing:

Canvassing in any form will disqualify the applicant.

22. Good Mental and Bodily Health of the Candidate:

A candidate must be in good mental and bodily health and free from any physical defect likely to interfere with the efficient discharge of his/ her duties as a Staff Car Driver. Candidate who, after such medical examination as may be prescribed by the competent authority, is found not to satisfy these requirements, will not be appointed. Only such candidates as are likely to be considered for appointment will be medically examined.

Annexure-I

Applications are, hereby, invited for 01 (one) post of Staff Car Driver (Ordinary Grade) in the Revised Pay Matrix at Level-2 of 7th CPC (corresponding to the Pre-Revised Pay Band of PB-1 (Rs. 5,200 – 20,200) with Grade Pay of Rs. 1,900/-), which is earmarked for UR/Ex-serviceman category.

The following are the conditions stipulate for the post of Staff Car Driver (Ordinary Grade):-

1.	Place of posting	:	Guwahati. However, the post of Staff Car Driver carries all India transfer liability.
2.	Eligibility criteria for the post of Staff Car Driver (Ordinary Grade):-		
	Age limit for direct recruits	:	Between 18 and 27 years, which is relaxable in the case of employees of the Central Government or State Government or Supreme Court or High courts and the District Courts including employees of the Central Administrative Tribunal upto the age of 40 years. (Relaxation of age and other concessions will be provided in accordance with orders issued by the Central Government from time to time in this regard). Note: The crucial date for determining the age limit shall be closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Laddakh Division of Jammu & Kashmir, Lahaul and Spiti district and Pangi Sub-Division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep).
	Educational and other qualifications required for direct recruits:		Essential:- (v) Possessing a valid Driving Licence for Motor Car; (vi) Knowledge of Motor Mechanics; (vii) Experience of driving a Motor Car for at least three years; (viii) Pass in Matriculation or equivalent. Desirable:- Three years' service as Home Guard or Civil Volunteers.
3.	Mode of Examination	:	(i) The Preliminary Test/Objection Type (Written) Test will be conducted in General Maths, GK, Current Affairs, Logical Reasoning, Driving Symbols and Simple RTA Rules for 100 marks with negative marking of 1/3 rd . Each Question will carry 1 mark. Minimum Qualifying Marks in the Preliminary Test/Objection Type (Written)

			<p>Test will be 60.</p> <p>(ii) The candidates qualifying the Preliminary Test/Written Test will be called for Skill Test/Driving Test.</p> <p>(iii) The final merit list will be prepared in respect of the qualified candidates by giving 40% weightage to the marks obtained in the Preliminary Test/Written Test and 60 % weightage to the marks obtained in the Skill Test/Driving Test.</p>
4.	Place of Examination	:	Guwahati

The duly filled in application in enclosed proforma along with attested copies of CR dossiers for the last five years (in case of employees of the Central Government or State Governments or Supreme Court or High Courts and District Courts or CAT, applying with age relaxation) and certificates of proof of age, education qualifications, driving license, certificate of Experience of driving a Motor Car for at least three years, knowledge of motor mechanics, etc. may be sent to, The Deputy Registrar, Central Administrative Tribunal, Rajgarh Road, Bhangarh, Guwahati, Assam-781005 within a period of 45 days from the date of the publication of this Recruitment Notice in the Employment News.

The application alongwith all attachments much reach to The Deputy Registrar, Central Administrative Tribunal, Rajgarh Road, Bhangarh, Guwahati, Assam-781005 till 05:00 PM on the 45th day counting from the date of advertisement of this Recruitment Notice in the Employment News. Applications received after the expiry of last date or otherwise found incomplete will not be entertained.

All the candidates are advised to visit the C.A.T Website (<https://cgat.gov.in/#/guwahati/vacancies>) for more detail terms and conditions of this Recruitment Notice and for updates of the examination and further process. Mere issuance of admit card or qualifying the Written Test/Skill Test does not confer any right upon the candidate to claim employment.

Encl: Application Proforma.

(Pinkesh Kumar)
Deputy Registrar

Application for the post of Staff Car Driver (Ordinary Grade) in Central Administrative Tribunal

1. Name in Full (Block letters) :
2. Father's/Spouse Name :
3. Date of Birth :
4. Complete Postal Address :

5. Mobile No. :
6. E-mail Id :
7. Whether belong to SC/ST/OBC :
8. Educational Qualification :
9. Experience Details :
10. In case of Central/State Govt.
Departments/Supreme Court/High
Courts/ District Courts/CAT employees :
 - a) Complete Postal Address of Department
in which working :
 - b) Designation of post held with date :
 - c) Pay Scale :
 - d) Pay Level & Cell :
 - e) Nature of appointment
(Temporary/Permanent) :
11. Other particulars, if any :

Please paste
passport size
photo here

(Signature of the Candidate)

Date:
Place:

Certificate to be furnished by the Head of Office

1. Service Particulars given above has been verified from the service record of the applicant and found correct.
2. Certified that no vigilance enquiry/Disciplinary case is pending or contemplated against the applicant.

Signature
Designation
Office Seal

Place:
Date:

Form of Certificate for serving Defence Personnel

I hereby certify that, according to the information available with me
(No.) _____ (Rank) _____
(Name) _____ is due to complete the specified term of his
engagement with the Armed Forces on the (Date) _____.

(Signature of Commanding Officer)

Office Seal

Place:

Date:

UNDERTAKING TO BE GIVEN BY THE EX-SERVICEMEN

I, bearing Roll No....., appearing for the Document Verification of the Staff Car Driver (Ordinary Grade) Examination, 2023 in Central Administrative Tribunal, Guwahati, do hereby undertake that:

(a) I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen Reemployment in Central Civil Services and Posts Rules, 1979, as amended from time to time.

(b) I have not joined the Government job on civil side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalized Banks, etc.) in Group ‘C’ and ‘D’ posts on regular basis after availing of the benefits of reservation given to ex-serviceman for reemployment; or

(c) I have availed the benefit of reservation as ex-serviceman for securing Government job on civil side. I have joined ason..... in the office of I hereby undertake that I have submitted the self-declaration/ undertaking to my current employer about date wise detail of the application for the above mentioned examination for which I had applied for before joining the present civil employment; or

(d) I have already availed the benefit of reservation as ex-serviceman for securing Government job on civil side. I have joined as on..... in the office of Therefore, I am not eligible for the benefit of reservation provided to ex-servicemen;

I hereby declare that the above statements are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage, my candidature/ appointment is liable to be cancelled/ terminated.

Signature:

Name:

Roll Number:

Date of appointment in Armed Forces:

Date of Discharge:

Last Unit/ Corps:

Mobile Number:

Email ID: