



केन्द्रीय सतर्कता आयोग  
CENTRAL VIGILANCE COMMISSION



सतर्कता भवन, जी.पी.ओ. कॉम्प्लेक्स,  
ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023  
Satarkta Bhawan, G.P.O. Complex,  
Block A, INA, New Delhi-10023  
02/02/23-Admn.  
सं./No.....

दिनांक / Dated..... 02.04.2025.....

To,

All Ministries/Departments of Government of India  
& Directorate General of Resettlement, D/o Ex-Servicemen Welfare (M/o Defence).

**Subject: Extension of last date of receiving applications for appointment to the post of Staff Car Driver (Ordinary Grade) in the Commission on deputation/re-employment basis -Reg.**

Sir/Madam,

This has reference to Commission's Vacancy Circular of even number dated 08.01.2025 inviting applications for appointment to the post of Staff Car Driver (Ordinary Grade) in the Commission on deputation/re-employment basis.

2. The last date of receiving applications for above post through proper channel is extended up to **15<sup>th</sup> May, 2025**. All other terms and conditions prescribed in the said vacancy circular dated 08.01.2025 will remain unchanged/same.

3. This issues with the approval of the Competent Authority.

Yours faithfully,

(P. Vamsi Rama Krishna)  
Under Secretary (Admn.)

**No.02/02/23-Admn.**  
**केन्द्रीय सतर्कता आयोग / Central Vigilance Commission**

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सतर्कता भवन, खंड-A,  
जी पी ओ कॉम्प्लेक्स, INA,  
नई दिल्ली -110023.  
दिनांक : 08.01.2025

To,

All Ministries/Departments of Government of India  
& Directorate General of Resettlement, D/o Ex-Servicemen Welfare (M/o Defence).

**Subject: Appointment to the post of Staff Car Driver (Ordinary Grade) in the Commission on deputation/re-employment basis -Reg.**

Sir/Madam,

The Central Vigilance Commission intends to appoint 01 official to the post of Staff Car Driver (Ordinary Grade) on deputation/re-employment basis. In addition to basic pay, the post will carry all other allowances as admissible under the Government of India rules.

2. Interested persons from various Ministries/departments desirous to be considered for appointment on deputation basis/re-employment basis on this post may apply in the prescribed proforma given at **Annexure-I** through proper channel to the Under Secretary (Admn), Central Vigilance Commission, Satarkta Bhawan, Block-A, GPO Complex, INA, New Delhi-110023 [Tel No. 011-24651014 & Email- pvr.krishna@nic.in]. The detailed particulars of the post are mentioned in **Annexure-I**. The appointment will be made on deputation basis as per DoP&T's O.M. No. 6/8/2009-Estt(Pay II) dated 17.06.2010, as amended from time to time.

3. It is requested that wide publicity may be given amongst officials working under your administrative control. Applications of candidates who can be relieved immediately upon their selection may please be sent to this office within 30 days of issuance of this vacancy circular with following details:-

- a. Application in the enclosed proforma (**Annexure-II**).
- b. Attested copies of the ACRs/APARs for the last five years.
- c. Certification that no disciplinary case is either contemplated or pending against the official.
- d. Vigilance Clearance certificate.

4. This notice is simultaneously being published on the Commission's website (www.cvc.gov.in) also.

  
(Prashant Kumar Singh)  
Officer on Special Duty (Admn.)

**Encl. As above**

Eligibility Conditions for Staff Car Driver (Ordinary Grade)

**1. Name of the Post: Staff Car Driver (Ordinary Grade)**

1.	No of Post(s)	01*
2.	Classification	Group 'C' Non-Gazetted
3.	Level in Pay Matrix	Level 2 in the pay matrix
4.	Method of recruitment	By deputation or re-employment basis: <b>(a) Deputation</b> Officials holding the post of Despatch Rider on regular basis or regular Group C employees having pay in level-1 in the pay matrix in the Ministries of the Central Government who fulfill the necessary qualifications as mentioned in Para 5 below. <b>(b) Deputation or re-employment for Armed Forces Personnel:</b> 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 in para 5 below shall also be considered. Such person 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.
5.	Education essential and other qualifications	<b>Essential:-</b> (a) Pass in 10 <sup>th</sup> standard or equivalent from a recognized Board or University; (b) Possession of a valid driving license for motor cars; (c) Knowledge of motor mechanism (the candidate should be able to remove minor defects in vehicle); (d) Experience of driving motor car for at least three years in a Government Office/PSU/Statutory /Autonomous Organizations/Recognized Institution. <b>Desirable:-</b> (a) Three years' service as Home Guard/Civil Volunteer.
6.	Period of deputation	Ordinarily not exceeding 3 years
7.	Place of posting	The place of posting is New Delhi. However, the post carries the liability to serve any part of India.

\*Vacancy is subject to change. It may increase or decrease as per requirement.

**APPLICATION FOR THE POST OF STAFF CAR DRIVER (ORDINARY GRADE) IN THE  
CENTRAL VIGILANCE COMMISSION.**

1. Name :
2. D.o.B. & Age :
3. Whether SC/ST/OBC :
4. Educational Qualification :  
(enclose a self certified copy)
5. Permanent post held :
  - a. Name of Service :
  - b. Designation and name of office :
  - c. Scale of pay and classification :
6. Present post held, if different from 5 above :
  - a. Designation and name of office :
  - b. Scale of pay and classification :
  - c. Present basic pay :
7. Full postal address, Tel No./Mobile No. :  
e-mail of the applicant
8. Other qualifications :
  - i) Possessing a valid Driving License : Yes/No  
(enclose copy)
  - ii) Knowledge of motor mechanism : Yes/No  
(enclose a copy)
9. Whether the applicant possesses :  
requisite experience for the post
10. Additional information, if any, which :  
the applicant likes to furnish in support  
of his suitability for the post. Enclose  
a separate sheet, if the space insufficient.
11. Any other remarks :
10. Designation of the Controlling Authority with:  
full postal address, Tel No./Mobile No., email

Signature :  
Date :  
Place :



**(Certificate by the Employer/Head of Office/forwarding Authority)**

Name of the Ministry :

Department :

No. :

Date :

1. "Certified that, the particulars given above are true and have been verified from the office records."
2. The applicant, if selected, will be relieved immediately,
3. It is certified that no vigilance case is pending or being contemplated against Shri/Smt./Ms.....and is/her integrity is certified.
4. \*No major/minor penalty has been imposed on him/her during the last 10 years. A list of major/minor penalties imposed on him/her during the last 10 years is enclosed.

(Signature of the Competent Authority)  
Full address with Phone Number and Official Seal

*\*Strike out which is not applicable.*

