



EMPLOYEES' STATE INSURANCE CORPORATION

Ministry of Labour & Employment, Govt. of India

Regional Office: Janpath, Unit - IX, Bhubaneswar-751 022.

No. 44-A-12/16/1/2012-Adm-I

Date: 01.10.2012

Recruitment of Staff Car Driver

Applications in the prescribed format are invited for filling up **01 vacancy of Staff Car Driver** in Odisha Region of ESI Corporation in the Pay Band of Rs. 5200-20200/- & Grade Pay of Rs.1900/- plus other allowances admissible to Central Government employees. The break up of the vacancies is as under: -

01. Age Limit : Between 23-30 years as on **31.10.2012**

Age Relaxation :

- (a) 05 years in case of SC/ST candidates,
- (b) 03 years for Other Backward Classes.
- (c) In cases of Ex-servicemen, service rendered in Armed forces plus 03 years.
- (d) Relaxable in the case of ESIC employees to the extent of their service in the Corporation and Govt. servants as per rules.

02. Qualification :

A. Essential: Possessing a valid Driving Licence for Motor Cars. Knowledge of Motor Mechanics and experience of driving a Motor Car for atleast 05 years.

B. Desirable: Pass in 8th Standard.

3. Fee for examination :

A Demand Draft/Banker's Cheque drawn on State Bank of India for an amount as follows only in favour of Regional Director, ESI Corporation, Bhubaneswar, payable at Bhubaneswar

Sl.No.	Category	Examination fee	Postal charges	Total
01.	SC / ST / Departmental Candidate	Nil	Rs.25.00	Rs.25.00
02.	General/OBC	Rs. 100.00	Rs. 25.00	Rs. 125.00

- (i) Fee once paid will not be refunded under any circumstances.
- (ii) Demand Draft/Bankers Cheque should be drawn on State Bank of India on or after publication of the advertisement and payable at Bhubaneswar.
- (iii) Fee paid by any other mode, i.e., Postal Order/Cheque will not be accepted.

Candidate must write his name & address on the back of the Demand Draft/Bankers Cheque.

04. How to apply : Application in the prescribed form may be submitted in the envelope superscribed "**Application for the post of Staff Car Driver-2012**" at the following address.

Regional Director,
Regional Office, E.S.I. Corporation,
Panchdeep Bhawan, Po-Bhoinagar
Janpath, Unit-IX, Bhubaneswar-751022

The following documents should be attached with the application form :-

- (a) Two copies of recent passport size photographs duly attested by a Group"A"/ Group"B"/ Gazetted Officer with one photograph pasted on the application form.
- (b) Attested copies of certificates and testimonials in proof of age/ date of birth/ educational qualification/ caste/ experience and valid driving licence, etc.

Contd..2

: 2 :

- (c) **Copy of Community/Status Certificate in the prescribed form in case of candidates belonging to SC/ST/OBC/Ex-serviceman category duly attested by a Gazetted Officer. Candidates claiming reservation/age relaxation on grounds of belonging to OBC should submit the Community certificate in Annexure-A prescribed vide Govt. of India, Department of Personnel and Training O.M. No.36012/22/93-Estt.(SCT) dated 8.9.93 and modified vide G.O.I. DOPT's OM No.36033/3/2004-Est(Res) dated 9.3.2004 failing which the benefit of reservation or age relaxation will not be given.**

The candidates who are employed in Government/Semi-Government/Autonomous Bodies, etc. should send their applications through proper channel. However, they may send an advance copy of their application along with Demand Draft and other certificates/testimonials so as to reach the Regional Director, ESI Corporation, Bhubaneswar on or before the scheduled date.

NOTE – I : The application and the other documents should be arranged in the following Order, one below the other, and tightly tagged or stapled on the left hand side top corner.

- (a) Additional Photographs (b) Application Form (c) Attested copies of certificates/testimonials

5. The last date for receipt of application form is 31.10.2012 by 5.30 p.m..

The application form is to be sent by Registered/Speed Post. No hand delivery of application will be entertained .

The Date of interview shall be intimated later.

The application form can also be down loaded from our Website:
<http://www.esicorissa.nic.in>

6. General Conditions –

- i. A candidate should submit one application only. Submission of more than one application may lead to rejection of all the applications submitted.
- ii. The recruitment is against vacancies on a local basis. Hence, any one selected/appointed on local basis shall be liable to be posted any where in the Offices of ESI Corporation.
- lii. Mere submission of application does not confer any right to be called for examination.
- iv. Application should be submitted in the prescribed form only. Form should be filled up in Block/Capital letters in candidate's own handwriting.
- v. Application should be sent in a cover superscribed “ Application for the post of “**Staff Car Driver-2012**” by Registered/Speed Post so as to reach the Office of the Regional Director, ESI Corporation, Unit-IX, Janpath, Bhubaneswar-751 022 latest by the stipulated date.
- vi. Incomplete/unsigned application and applications received without photographs, attested copies of required certificates, such as, educational qualification, caste/community etc., and those received after the prescribed last date for receipt of application will summarily be rejected without any communication to the candidate.
- vii. No TA/DA will be paid to any candidate for appearing in the interview.
- viii. Wrong declaration/submission of false information/suppression of information or any action contrary to law shall lead to cancellation of the candidature at any stage.
- ix. Submission of application does not vest in the candidate any right to be called for the test.
- x. No interim correspondence will be entertained.

CAUTION :- Canvassing in any form will be a disqualification and shall lead to cancellation of the candidature.

DEPUTY DIRECTOR (ADMN)

APPLICATION FOR THE POST OF STAFF CAR DRIVER IN THE ESI CORPORATION

01. Name in full (in Block letters) : _____
02. Father/Husband's Name : _____
03. Date of Birth in Christian Era (in Figures and in words) : _____
04. (a) Amount of D.D. : Rs. _____ (Exam. Fee Rs. _____ & Postal charges of Rs. _____)
(b) D.D. No., Date and name of the Issuing Bank : _____
05. Are you a citizen of India by birth and/ Or domicile ? : _____
06. Permanent Address (in Block letters)
With Pin Code Number : _____

07. Mailing Address (in Block letters)
with Pin Code Number : _____

08. Category you belong to :-
Code of category (Gneneral-01 SC-02, ST-03OBC-04) :

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09. Whether you are Ex-Serviceman (Ex-Serviceman -05) :

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10. Languages Known :

Hindi	English	Any Other language (Specify Name)
1. Speak	_____	_____
2. Read	_____	_____
3. Write	_____	_____
11. Educational Qualification (From 8th Standard onwards):-

Paste your recent passport size photograph attested by a Gr.A/ Gr.B/ Gazetted Officer

Sl. No.	Qualification	Name of School/ University/Board	Subjects studied	Percentage of Marks obtained	Remarks

: 2 :

12. Details of Driving Licence:

a) Year of Issue : _____

b) Issuing Authority : _____

13. Experience/particulars of previous and present employment :-

Sl.No.	Name & full address of Employer	Designation/Duties of post	Scale of pay	Period of employment From To

14. Details of other academic achievements, extra curricular activities, and professional achievements, if any.

:

15. list of enclosures :-
(See Note-I under "How to Apply")

:1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

I hereby declare that the information furnished in the application are true, complete and correct to the best of my knowledge and belief. I am fully aware that in the event of any information being found false or incorrect at any stage, my candidature/appointment is liable to summary cancellation/termination without notice or any compensation in lieu thereof.

Place :

Date :

Signature of the Candidate

Name :