



केन्द्रीय सतर्कता आयोग  
CENTRAL VIGILANCE COMMISSION

सतर्कता भवन, जी.पी.ओ. कॉम्प्लैक्स,  
ब्लॉक-ए, आई.एन.ए., नई दिल्ली-110023  
Satarkta Bhawan, G.P.O. Complex,  
Block A, INA, New Delhi-10023

सं./No.....02/02/23-Admn.

दिनांक / Dated.....21.05.2026

**Subject: Filling up of the post of Staff Car Driver (Grade II) in level 4 of the 7<sup>th</sup> CPC in the Central Vigilance Commission on deputation basis -Reg.**

Sir/Madam,

The Central Vigilance Commission intends to appoint official to the post of Staff Car Driver (Grade II) in level 4 of the pay matrix on deputation basis. In addition to basic pay, the posts 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 on the 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. 011-24651392 & Email-[pvr.krishna@nic.in](mailto:pvr.krishna@nic.in)]. The detailed particulars of the post are mentioned in **Annexure-II**. 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. The maximum age for appointment on deputation basis shall **not be exceeding fifty-six years** as on the last date of receipt of applications.

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 45 days of issuance of this vacancy circular in Employment News** with following details/documents:-

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

Contd/-

4. This notice is simultaneously being published on the Commission's website under Vacancies Head, i.e. <https://cvc.gov.in/vacancies.html>.



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

**Encl.: As above**

To

All Ministries/Departments of the Government of India.

Copy to :

1. The Under Secretary (AVD-III), DoPT, Kartavya Bhawan-3, New Delhi with a request to get this vacancy circular published on the DoPT's website for wider publicity.
2. IT Cell, CVC with a request to publish this vacancy circular on Commission's website under Vacancies Head.

**ANNEXURE - I****FORMAT OF APPLICATION**

Copy of passport  
size photograph to  
be pasted here

1.	Name in Full (IN BLOCK LETTERS)	
2.	Post Applied For	
3.	Date of Birth(DD/MM/YYYY)	
4.	Date of Superannuation (DD/MM/YYYY)	
5.	Service to which you belong	
6.	Status of your present employer  (Pl. specify whether Central Govt./ State Govt./ Autonomous/ Statutory Body/ PSU/ University/ Judicial Institution/ Others)	
7.	Initial date of appointment in Govt. service	
8.	Office address with Telephone No. & e-mail	
9.	Residential Address with Telephone No. & e-mail	
10.	Present post held, along with Pay Level and present Basic Pay/ Pay Scale/ Pay Band and Grade Pay of the post held	

11	Educational Qualification :					
	Exam Passed	Name of University/ Institute/ Board	Year of Passing	Duration of Course	Subjects	Percentage of Marks (Mention Distinction, if any)

12.	Please state clearly whether in the light of entries made below, you meet the requisite Essential Educational and other qualifications and work experience required for the post are satisfied (if any qualification has been treated as equivalent to the one prescribed in the rule, state the authority for the same)	
<b>Qualification / Experience required</b>		<b>Qualification / Experience possessed by</b>
<b>Essential:</b>		<b>Essential:</b>
a) Qualification		a) Qualification
b) Experience		b) Experience
<b>Desirable</b>		<b>Desirable</b>
A) Qualification		A) Qualification
B) Experience		B) Experience

13.	Details of employment in chronological order(if needed, enclose a separate sheet duly authenticated by your signature in the format given below):						
	Name of Office/Instt./ Organisation	Post held (Designation)	Period of Service		Nature of appointment (Regular/ Ad-hoc/ Deputation)	Scale of Pay i.e. Pay Level/ Pay Band and Grade Pay	Nature of duties
			<u>From</u>	<u>To</u>			
14.	Details of experience in chronological order, if any, & specify number of years of such experience) (please enclose separate sheet, if required):						
	Details on passing of trade test (relevant documents may also be attached)						
15.	Nature of present employment i.e. Permanent/ ad-hoc/ Temporary						
16.	In case the present employment is held on deputation , please state:						
	a) The date of initial appointment. b) Period of appointment with address c) Name of the Parent office/organization.						

17.	Any other information, applicant wants to furnish:	
18.	Please state briefly how you find yourself best suitable for the post applied for:	

# Applicants not holding the post in the new Pay Matrix Pay Scales/ Pay Band & Grade Pay pertaining to Central Government should indicate the equivalence of their pay scale vis-à-vis the Central Government's pay scales and also furnish supporting documents in this regard.

I have carefully gone through the vacancy circular / advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post. It is also certified that the information furnished above is correct and true to the best of my knowledge. In the event of my selection I shall abide by the terms and conditions of services attached to the post.

Signature: \_\_\_\_\_

Name : \_\_\_\_\_

Place:

Date:

**(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. Attested copies of ACRs/APARs of last 5 years are also enclosed.
5. \*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.*

**Eligibility Conditions for the post of Staff Car Driver (Grade II)**

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

1.	<b>No. of Post(s)</b>	01*
2.	<b>Classification</b>	General Central Service, Group 'C' Non-Gazetted, Non-Ministerial
3.	<b>Level in Pay Matrix</b>	Level 4 of the 7 <sup>th</sup> CPC (Rs. 25,500/- to 81,100/-)
4.	<b>Eligibility</b>	Officials of the Central Government:-  (i) holding the post of Staff Car Driver (Grade II) or analogous post in level 4 of the pay matrix on regular basis;  or  (ii) holding the post of Staff Car Driver (Ordinary Grade) in level 2 of the pay matrix with nine years of regular service in the level and  <b>Essential:-</b> (a) Have passed the trade test, specified by the Government.
5.	<b>Period of deputation</b>	Ordinarily not exceeding 3 years  <b>Note :</b> The period of deputation including the period of deputation in another Ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the Central Government shall ordinarily not exceed three years.

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

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