

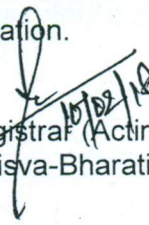


VISVA-BHARATI
SANTINIKETAN

गणित सदन / Computer Centre
विश्वभारती / Visva-Bharati
सारांश सं./Docket No. 1021
तिथि/Date 12-2-18

CIRCULAR

The undersigned is to convey that the Karma-Samiti vide Resolution No.91 (Supplementary) dated 28/10/2017 has considered the recommendation of the Cadre Review Committee dated 24/07/2017 (regarding revised Recruitment-cum-Promotion Rule of Staff Car Driver of the University) and approved for implementation. The revised Recruitment-cum-Promotion Rule is enclosed for information.


Registrar (Acting)
Visva-Bharati

No. Estab./(E-III)/Karma-Samiti
Dated 10/02/2018

Copy forwarded for information & necessary action to:-

1. All Directors/All Principals
2. All Heads of Academic and Non-teaching Departments/Centre
3. Finance Officer
4. All Joint Registrars/JFO/Deputy Registrars/Internal Audit Officer/Assistant Registrars
5. CMO/CSO/UE
6. C.S. to Upacharya
7. Assistant Registrar (Meeting)
8. P.A. to Registrar
9. Pay Fixation Cell
- ✓ 10. University Web Master – To upload in the University Web site
11. Hindi Officer – To translate in to Hindi and arrange to upload the Hindi version in the website
12. File



**VISVA-BHARATI
SANTINIKETAN**

Revised Recruitment-cum-Promotion Rule for the post of Staff Car Driver

		Existing Recruitment Rules	Revised Recruitment-cum-Promotion Rule accepted vide KSR No. 91 (Supplementary) dated 28/10/2017
01.	Name of the Post	Driver	Staff Car Driver (Ordinary Grade)
02.	No. of Post	25	25
03.	Classification	Group – 'C' Driver Service	Group – 'C' Driver Service
04.	Scale of pay	PB-1(Rs. 5200-20,000/-) with Grade Pay of Rs. 1900/- [Rs. 3050-4590/-PR]	PB-1(Rs. 5200-20,000/-) with Grade Pay of Rs. 1900/- [Rs. 3050-4590/-PR]
05.	Whether selection post or non selection post	Not applicable	Not applicable
06.	Whether benefit of added years of service admissible under Rule 2.9 of the Visva-Bharati Retirement Benefit Rules, 1967. (under Rule 30 of the CCS (Pension) Rules, 1972)	Not applicable	Not applicable
07.	Age Limit for direct recruits	35 years	18-25 years (Relax able for Government servants up to 40 years in accordance with the instructions or orders issued by the Central Government)
08.	Educational and other qualifications required for direct recruits	Essential - (i) Passed Class VIII Preferably Madhyamik or its equivalent (ii) Possession of valid Driving license for Motor Cars/Heavy Vehicles. (iii) Knowledge of Auto Mobile Engine and its maintenance (The candidate should be able to remove minor defects in vehicles)	Essential: i) Possession of a valid driving license for motor cars ii) Knowledge of motor mechanism (The candidate should be able to remove minor defects in vehicle) iii) Pass in 10 th standard Desirable: 3 years service as home Guard/Civil Volunteers
09.	Minimum Experience	Experience of driving a Motor Car for at least 3 years.	Experience of driving a Motor Car for at least 3 years.
	Whether age prescribed for direct recruits will apply in the case of promotes	Not applicable	Not applicable
11	Method of recruitment.	100% by promotion on the basis of seniority-cum-efficiency.	100% Direct
12	In case of recruitment by promotion grades from which promotion to be made.	Promotion from Motor Cleaner who have passed class VIII and have rendered five years' of continuous service in the grade.	Promotion from Motor Cleaner who have passed class VIII and have rendered five years' of continuous service in the grade.
13	Period of probation, if any	One year	One year
14	If a DPC exists, what is its composition	DPC as the case may be as constituted by the Karma Samiti (E.C.)	DPC as the case may be as constituted by the Karma Samiti (E.C.)