

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF THE COMMISSIONER OF EXCISE, ENTT&LUXURY TAX
L- BLOCK : VIKAS BHAWAN:I.P.ESTATE:NEW DELHI-110002
(ADMINISTRATION BRANCH)

No.F.5(1)/2021/Misc./Excise/Admn./ 2795-2801

Dated: 04-10-2023

CIRCULAR

SUB: Filling up the vacant 03(three) posts of Staff Car Driver "Ordinary Grade" in Pay Level: 2 of 7th CPC (Pre-revised PB: Rs. 5200-20200, GP: Rs.1900) in Excise Department.

Applications are hereby invited for filling up the three (03) vacant posts of **Staff Car Driver "Ordinary Grade"** (in Pay Level: 2, Pay Band: Rs. 5200-20200) by promotion in Excise Department from amongst Class-IV employees having driving licence of Light Motor Vehicle in the office in which vacancy arises.

The interested class IV employees of Excise Department who fulfil the above said criteria, may apply in prescribed format with requisite documents for the post of Staff Car Driver "Ordinary Grade" within **10 (ten) days** from issuance of this circular.


(VED PRAKASH JHA)
ASSISTANT COMMISSIONER (ADMN.)

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Copy forwarded for information and necessary action to:-

- 1) PPS to Commissioner, Excise
- 2) PA to Deputy Commissioner-I (Excise)
- 3) PA to Deputy Commissioner-II (Excise)
- 4) Branch in charge, Computer Branch with the request to upode this circular on the website of Excise Department.
- 5) Section Officer, Caretaking Branch, with the request to stick the circular on all Notice Boards of Excise Department.
- 6) All Branch Incharge, with the request to circulate among the staff.
- 7) Guard File.


(VED PRAKASH JHA)
ASSISTANT COMMISSIONER (ADMN.)

APPLICATION FOR PROMOTION TO THE POST OF STAFF CAR DRIVER (ORDINARY GRADE)

Passport size
photo

1. Name of Employee (Block Letters): _____

2. Father's Name: _____

3. Date of Birth: _____, 4. Present Pay: _____

5. Designation: _____, 6. Category (SC/ST/OBC/GEN): _____

7. Date of Appointment: _____, 8. Present Pay: _____

9. Educational Qualification: _____

10. Details of Driving License (LMV):

i) Driving License No. _____

ii) Date of Issue _____

iii) Valid up to: _____

11. Residential Address: _____

12. Mobile No. _____, 13. E-mail ID: _____

13. Any other Information: _____

Signature: _____, Date: _____