

## VACANCY NOTIFICATION

1.	Name of the Organization:	Election Commission of India
2.	Employment Type (Regular/ Contractual/ Part Time)	Regular (Re-employment)
3.	Name of the post:	Staff Car Driver (Ordinary Grade)
4.	Job Function:	Driving the official car for official purposes, including transporting the officer to work, meetings, and other official engagements.
5.	Additional Job Information:	They are also responsible for maintaining the vehicle's cleanliness and upkeep, including minor repairs and keeping a log of the car's use.
6.	No. of Vacancies (in figures):	UR-04, OBC-01, SC-01
7.	Level/ Post:	Group 'C' Non-Gazetted.
8.	Qualification required: Essential/ Desired	(i) Pass in 10 <sup>th</sup> standard from a Recognized Board. (ii) Possession of a valid driving licence for driving motor car. (iii) Knowledge of motor mechanism. (iv) Experience of driving a motor car for three years.
9.	Work experience required (in years):	For armed forces personnel.
10.	Age range (in years):	18-27 years (Relaxable for Ex-servicemen as per guidelines of Govt of India)
11.	Location of Job:	New Delhi
12.	Salary range per month (Approx CTC):	Level 2 of the pay matrix (19, 900/- 63, 200/-)
13.	Additional Benefits offered:	-
14.	Aligned courses (Full time/ Part Time)	-
15.	Travel Requirements	-
Last date to received names from RSB/ZSB		09 May 2025.

**Note 1:** All Ex-Servicemen (ESM) are requested to Download the Willingness Format uploaded on DGR Website and forward the same in excel format only duly Completed in All respects through their Zila Sainik Boards/ Rajya Sainik Boards (by mail only) (to [dgrddemp@desw.gov.in](mailto:dgrddemp@desw.gov.in)) if they are meeting the QRs as given by the Principal Employer in the vacancy Notification. If any Details are found Incomplete/ Missing, the Candidature of that ESM will not be Accepted.

**Note 2:** PDF Format/ Scanned Images/ Mobile Photos/ Word File etc. will not be accepted.