

SUGGESTED RECRUITMENT RULES FOR VICTORIA MEMORIAL HALL,
KOLKATA

1.	Name of the Post	Staff Car Driver
2.	No. of Posts	1* (2018) *Subject to variation dependent on workload
3.	Classification	Group-C Technical
4.	Scale of Pay	PB-1: Rs. 5200-20200 with Grade Pay Rs.1900
5.	Whether Selection of Non-selection post	Selection in the case of promotion. Not applicable in the case of direct recruitment
6.	Age limit for direct recruitment	28 years (Relaxable for Government servants up to 5 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J & K State, Lahaul & Spiti district and Pangj Sub Division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshdweep)
7.	Educational and other qualifications required for direct recruitment	<u>Essential:</u> 1. Must have passed matriculation or equivalent examination of a recognized Board. 2. Must possess a commercial driving licence for driving cars and other light vehicles. <u>Desirable</u> 1. 2 years' experience of driving commercial vehicles. 2. Practical knowledge of mechanism of vehicles. Note 1: Qualifications are relaxable at the discretion of the Board of Trustees, VMH – for reasons to be recorded in writing – in the case of candidates otherwise well qualified on the recommendation of the Selection Committee. Note 2: The qualification(s) regarding experience is relaxable at the discretion of the Board of Trustees, VMH – for reasons to be recorded in writing – in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection the Selection Committee is of the opinion that sufficient

		number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.
8.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees	Age limit will not apply. But other essential qualification will apply.
9.	Period of probation if any	2 years for DR
10.	Method of Recruitment whether by direct recruitment or by promotion or by deputation or transfer and percentage of the vacancies to be filled by various methods	100% promotion failing which by Direct Recruitment.
11.	In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made	From the MTS group of employees who have requisite qualifications as mentioned in col.7 and 3 (three) years regular service with GP 1800/-.
12.	If departmental promotion committee exists what is its composition	<p>Departmental Promotion Committee</p> <p>a) A member nominated by the Trustees from among themselves - Chairman</p> <p>b) An expert in the branch of knowledge to which the post pertains to be nominated by the Trustees - Member</p> <p>c) A representative /nominee of the Ministry of Culture, Government of India, not below the rank of Under Secretary - Member</p> <p>d) Secretary & Curator of Victoria Memorial Hall – Member</p>
13.	Circumstances in which Union Public Service Commission to be consulted in making recruitment.	Not applicable