RECRUITMENT RULES FOR THE POST THE STAFF CAR DRIVER

1.	Name of Post	Staff Car Driver
2.	Number of Post	4* (2023) *subject to variation dependent on workload
3.	Classification	General Central Services Group C Non Minister al
4.	Pày Level in Pay Matrix	Level-3
5.	Whether selection post or non-selection post	Not Applicable
6.	Age limit for direct recruitment	Between 18 years and 25 years (Relaxable for departmental candidates in accordance with the instructions issued by the Chandigarh Administration from time to time).
7.	Educational and other qualifications required for direct recruit	Matriculate from a recognized Board/Institution. Oriving License of Transport Vehicles. One year's experience of driving a
8.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotes	Transport Vehicle. Not Applicable.
9.	Period of probation, if any	Two years.
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods	Direct Recruitment
11.	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made	Not Applicable
12.	IF DPC exists, what it its composition	Not Applicable
13.	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable

1.	Name of Post	Restorer
2.	Number of Post	01* (2023)
		*Subject to Variation dependent on workload.
3.	Classification	General Central Services Group C
		(Ministerial)
4.	Pay Level in Pay Matrix	Level-2
5.	Whether selection post or non-selection	Non-Selection
	post	
6.	Age limit for direct recruitment	Between 18 years and 27 years (Relaxable for
0.		departmental candidates in accordance with
		the instructions issued by the Chandigarh
		Administration from time to time)
_	Educational and other qualifications	10+2 from recognized /Board or its equivalent.
7.	required for direct recruit	
	required for direct 15	The candidate should have done
		mandatory ICT skills training/course as per

RECRUITMENT RULES FOR THE POST OF RESTORER

F Post of Post ation el in Pay Matrix selection post or non-selection t for direct recruitment onal and other qualifications for direct recruit age and educational tions prescribed for direct ent will apply in the case of	*Subject to Variation dependent on workload. General Central Services Group C (Ministerial) Level-2 Non-Selection Between 18 years and 27 years (Relaxable for departmental candidates in accordance with the instructions issued by the Chandigarh Administration from time to time) 10+2 from recognized /Board or its equivalent. The candidate should have done mandatory ICT skills training/course as per DOP letter No. 28/69-IH(12)Pers.& Trg2019/17927 dated 25.11.2019 Not Applicable
el in Pay Matrix selection post or non-selection t for direct recruitment onal and other qualifications for direct recruit age and educational tions prescribed for direct ent will apply in the case of	General Central Services Group C (Ministerial) Level-2 Non-Selection Between 18 years and 27 years (Relaxable for departmental candidates in accordance with the instructions issued by the Chandigarh Administration from time to time) 10+2 from recognized /Board or its equivalent. The candidate should have done mandatory ICT skills training/course as per DOP letter No. 28/69-IH(12)Pers.& Trg2019/17927 dated 25.11.2019
el in Pay Matrix selection post or non-selection t for direct recruitment onal and other qualifications for direct recruit age and educational tions prescribed for direct ent will apply in the case of	(Ministerial) Level-2 Non-Selection Between 18 years and 27 years (Relaxable for departmental candidates in accordance with the instructions issued by the Chandigarh Administration from time to time) 10+2 from recognized /Board or its equivalent. The candidate should have done mandatory ICT skills training/course as per DOP letter No. 28/69-IH(12)Pers.& Trg2019/17927 dated 25.11.2019
r selection post or non-selection t for direct recruitment onal and other qualifications for direct recruit age and educational tions prescribed for direct ent will apply in the case of	Non-Selection Between 18 years and 27 years (Relaxable for departmental candidates in accordance with the instructions issued by the Chandigarh Administration from time to time) 10+2 from recognized /Board or its equivalent. The candidate should have done mandatory ICT skills training/course as per DOP letter No. 28/69-IH(12)Pers.& Trg2019/17927 dated 25.11.2019
r selection post or non-selection t for direct recruitment onal and other qualifications for direct recruit age and educational tions prescribed for direct ent will apply in the case of	Between 18 years and 27 years (Relaxable for departmental candidates in accordance with the instructions issued by the Chandigark Administration from time to time) 10+2 from recognized /Board or its equivalent. The candidate should have done mandatory ICT skills training/course as per DOP letter No. 28/69-IH(12)Pers.& Trg2019/17927 dated 25.11.2019
onal and other qualifications for direct recruit age and educational tions prescribed for direct ent will apply in the case of	Between 18 years and 27 years (Relaxable for departmental candidates in accordance with the instructions issued by the Chandigark Administration from time to time) 10+2 from recognized /Board or its equivalent. The candidate should have done mandatory ICT skills training/course as per DOP letter No. 28/69-IH(12)Pers.& Trg2019/17927 dated 25.11.2019
onal and other qualifications for direct recruit age and educational tions prescribed for direct ent will apply in the case of	departmental candidates in accordance that the instructions issued by the Chandigark Administration from time to time) 10+2 from recognized /Board or its equivalent. The candidate should have done mandatory ICT skills training/course as per DOP letter No. 28/69-IH(12)Pers.& Trg2019/17927 dated 25.11.2019
for direct recruit age and educational tions prescribed for direct ent will apply in the case of	The candidate should have done mandatory ICT skills training/course as per DOP letter No. 28/69-IH(12)Pers.& Trg2019/17927 dated 25.11.2019
tions prescribed for direct ent will apply in the case of	Not Applicable
3	
f probation, if any	Two years.
of recruitment whether by direct ent or by promotion or by on / absorption and percentage of ancies to be filled by various	
e of recruitment by promotion/ on/ absorption grades from which on/ deputation/ absorption to be	By Promotion- From amongst the MTS having 3 years regular service as such in the cadre. By Deputation- a) From amongst the restorers serving in other departments of the Chandigarh Administration having two years regular services and who possess the education qualification as laid in column no. 7.
11 11	Yes, Group 'C'-DPC for promotion:
exists, what it its composition	Director Higher Education - Chairperson Representative of Director Social Welfare, Women and Child Development-Member Representative of Department of
-	Personnel-Member 4. Representative of SC/ ST category – Member
	Not Applicable
×	nces in which UPSC is to be in making recruitment

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RECRUITMENT RULES FOR THE POST OF MULTI-TASKING STAFF (MTS)

	Name of Post	Multi-Tasking Staff (MTS)
	Number of Post	17* (2023)
Ι.		* Subject to Variation dependent on workload
1:	Classification	General Central Services Non Gazette Non
		Ministerial
	Pay Band and Grade Pay	Level-1
	the state of the s	Not Applicable
6	ii it fam dina at ma arritmant	Between age 18 years and 25 years, (Relaxable for departmental candidates in accordance with the instructions issued by the Chandigarh Administration from time to time).
7	Educational and other qualifications required for direct recruit	Matriculate of a recognized Institution/Board or its equivalent. Where technical qualifications are necessary, ITI in the relevant subject may be prescribed as the minimum qualification. Note:-The candidate should have done mandatory ICT skills training/course as per DOP letter No. 28/69-IH(12)Pers.& Trg2019/17927 dated 25.11.2019
8	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotes	Not Applicable
9	Period of probation, if any	Two Years.
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods	By Direct Recruitment
11	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made	Not Applicable
12	IF DPC exists, what it its composition	Not applicable
13	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable.