

NATIONAL LEGAL SERVICES AUTHORITY

EMPLOYMENT NOTICE

National Legal Services Authority, A statutory body constituted under an Act of Parliament invites ONLINE applications for filling up 02 vacancies of **Staff Car Driver** on its establishment on regular basis. Duty hours of the selected candidates may extend beyond normal working hours and even at odd hours and also on gazette holidays without any extra payment or allowances. The selected candidate shall be subject to medical tests as may be prescribed.

NAME OF POST	Existing Vacancies as on date	Pay Level (7 CPC)	TOTAL NUMBER OF VACANCIES
STAFF CAR DRIVER	01.04.2022	Level-2	02 (UR)

The salary, pay and allowances of the selected candidates will be governed as per the latest applicable rules and instructions issued by the Government of India from time to time.

1. AGE: •

Age limit for the post of Driver as on **30.04.2022** will be as under: -

SR. NO	CATEGORY	MINIMUM AGE LIMIT (years)	MAXIMUM AGE LIMIT (years)
1.	General	18	27
2.	Govt. Employees	18	32

2. QUALIFICATION

- i) Possession of a valid driving licence for motor cars;
- ii) Knowledge of motor mechanism (the candidate should be able to remove minor-defects in vehicle);
- iii) Experience of driving a motor car for at least 3 years ; and
- iv) Pass in 10th standard.

The applicant should fulfil the condition of qualification on the last date of receipt of applications i.e. 30.04.2022 (last date of receipt of application).

3. DISQUALIFICATION

No person :-

- (a) Who has entered into or contracted a marriage with a person having a spouse living or ;
- (b) Who having a spouse living has entered into or contracted a marriage with any person.

Shall be eligible for appointment to the service.

Provided that the Recruitment Committee, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage may exempt any person from the operation of this rule.

4. MODE OF SELECTION

In case, a large number of applications are received, the Recruitment Committee may consider to shortlist the candidates on the basis of their performance in objective type written test consisting of General Knowledge and awareness, Knowledge of traffic signs/rules and driving skills questions etc. Thereafter, the shortlisted candidates as per merit will be called for practical driving test to check the practical knowledge of driving skills/rules/signs. It is clarified that out of total candidates, who qualify the written examination, the number of candidates as decided by the Hon'ble Recruitment Committee may be called for practical driving test. Final selection shall be based on the marks obtained by the candidates in the practical driving test.

5. **SPECIAL INSTRUCTIONS**

The decision of the Recruitment Committee in all matters relating to acceptance or rejection of an application, eligibility/suitability of the applicants, mode/criteria for selection, etc. shall be final and binding on the applicants. The Recruitment Committee may shortlist the candidates at any stage of the recruitment process on the basis of some criteria. No inquiry or correspondence shall be entertained in this regard.

A. **IMPORTANT DATES**

Candidates can submit application with effect from	01.04.2022
Last date for receipt of application	30.04.2022 (10.00 p.m.)

B. **FEE (Non-refundable)**

- (i) SC/ST candidates : Nil
- (ii) General Category and OBC candidates : Rs. 500
- (iii) Candidates will be required to pay non-refundable application fees of Rs. 500/- for General/OBC candidates and NIL for SC/ST candidates through Demand Draft in favour of PAO, Department of Legal Affairs payable at New Delhi mentioning Application No.(when generated online), Name, Contact no. . Address, Mobile No. on the back side of the Demand Draft. The candidate is required to submit the original demand draft to the Under Secretary, National Legal Services Authority, 12/11, Jam Nagar House, Shahjahan Road, New Delhi-110011 by post or in person within the stipulated date and timings. The Demand Draft received after last date will not be considered.

6. DATE OF EXAMINATION

The Written test and Skill Test examination are likely to be conducted in the month of May to June 2022. The exact date will be notified on the website of NALSA. (www.nalsa.gov.in) and candidates are advised to regularly visit the website. However, the month of examination may be changed as per administrative exigencies. Written examination and Skill Test can be conducted anywhere in Delhi/NCR or as per the availability of the Institutes.

7. LAST DATE

The applicant who fulfils the prescribed educational qualification and other eligibility conditions may apply online upto 30.04.2022 (10:00 PM).

Applicants are advised in their own interest to apply online much before the closing date and not to wait till the last date for and completion to avoid the possibility of disconnection/inability/failure to log on the website on account of heavy load on internet/website jam. NALSA shall not be responsible, if any applicant fail to apply or complete the Registration process due to aforementioned reasons. The cutoff date to apply for the post is sacrosanct, any relief to the candidate to apply after cutoff date will not be granted under any circumstances.

8. IMPORTANT INSTRUCTIONS

1. The application can be submitted through online mode only. No other means/mode of submitting applications will be accepted or entertained in paper form, which is sent to the NALSA..
2. A candidate whether he/she belongs to General or Reserve Category can submit only one application for a particular category. In case, more than one application is received, his/her all applications may be rejected.
3. The conditions of employment/service, reservation and all other conditions of recruitment not covered in the above notice shall be regulated as per the Government of India Rules, as amended from time to time.
4. Merely satisfying the eligibility criteria does not entitle the applicant to be called for examination. Recruitment Committee reserves the right to alter/modify or change any of the terms and conditions including selection criteria etc. spelt out in the advertisement.
5. The admission of applicants at all stages of the recruitment process will be purely provisional and subject to their satisfying the prescribed eligibility conditions by way of furnishing documentary proof in support thereof. If on verification at any stage before or after the said process and even after the completion of selection process, if it is found that an applicant does not fulfill any of the eligibility condition, his/her candidature shall stand cancelled without any further notice and with consequential effect.

6. No TA/DA shall be paid to the applicants for appearing in the exam and checking of original testimonials/interaction.
7. Category once filled by the candidates shall be sacrosanct and no change shall be permitted at any stage of the recruitment process thereafter.
8. An online application which is incomplete in any respect shall liable to be rejected summarily.
9. The candidates are advised to visit website of NALSA for all updates. It shall be the responsibility of the candidates to keep them updated about the same. NALSA shall not be responsible in any manner in case, candidate could not appear in the exam/any other stage due to non-visiting of website of NALSA i.e. www.nalsa.gov.in where important information regarding recruitment.
10. The result will be displayed only on the website www.nalsa.gov.in.
11. The number of vacancies may be increased or decreased at any time before the completion of selection process without giving any prior notice to the candidates.
12. The applicant should fulfil the condition of qualification on the last date of receipt of applications i.e. 30.04.2022.
13. The original documents shall be produced by the candidates as and when demanded.
14. The Hon'ble Committee reserves the right to alter/modify or change any of the terms and conditions including the selection criterion as spell out in the advertisement.
15. No candidate is allowed in the examination centres with mobile & other baggage material during the written and the skill test.

(KAMAL SINGH)
UNDER SECRETARY,
NATIONAL LEGAL SERVICES AUTHORITY