GOVERNMENT OF INDIA
MINISTRY OF COMMUNICATIONS
DEPARTMENT OF POSTS, INDIA
OFFICE OF THE SENIOR MANAGER, MAIL MOTOR SERVICE, CHENNAI- 600 006

Notification No. MSE/B9/XVI/2022-2023 Dated at Chennai – 600 006 the 29 .10.2026

Applications are invited from the eligible Indian Citizens for the post of Staff car Driver (Ordinary Grade) (General Central Service, Group-C, Non-Gazetted, Non-Ministerial) in Tamilnadu Circle in the Pay Matrix of Rs.19900 – 63200/- + admissible allowances (Level 2 in the Pay Matrix as per 7th CPC).

Details of vacancies

Name of the Circle	No. of vacancies	UR	SC	ST	OBC	EWS	Ex-SM
Tamilnadu Circle	**24**	**13**	**03**	**-**	**07**	**01**	***02**

*02 Vacancies earmarked for Ex-servicemen quota will be adjusted horizontally as per Reservation Rules.

Detailed information relating to vacancy position, reservation, eligibility conditions, method of applying, application format etc., are available in departmental website www.indiapost.gov.in & https://tamilnadupost.nic.in

The last date for receipt of application is **30.11.2026**. The application should be addressed to **"The Senior Manager (Group-A), Mail Motor Service, No.37, Greams Road, Chennai – 600 006."**

29/10/2026

Senior Manager (Group-A)
Mail Motor Service,
Chennai – 600 006.

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OFFICE OF THE SENIOR MANAGER, MAIL MOTOR SERVICE, CHENNAI - 600006

No. MSE / B9-2 /XVI/2022-2023 dated at Chennai – 600 006 the 29.10.2026

1. Applications are invited from the eligible Indian citizens for the post of **Staff Car Driver (Ordinary Grade)** (General Central Service, Group-C, Non-Gazetted, Non-Ministerial) in Tamilnadu Circle in the Pay Matrix of Rs. 19900-63200/- + admissible allowances (Level 2 in the Pay Matrix as per 7th CPC).

2. The last date for receipt of application is on or before **30.11.2026 by 17.00 hours.**

3. The details of vacancies are as follows:

Sl. No	Name of the Region	Name of the Division / Unit and their communal break up									Remarks
		Sl.No	Name of the division / unit	Total vacancy	UR	SC	ST	OBC	EWS	ESM	
1	Central Region	i	Tiruchirappalli	01	01	-	-	-	-	-	-
		a	TOTAL VACANCY	01	01	-	-	-	-	-	
2	MM Region	i	MMS, Chennai	15	07	02	-	05	01	02*	
		b	TOTAL VACANCY	15	07	02	-	05	01	02*	
3	Southern Region	i	MMS Madurai	01	01	-	-	-	-	-	
		ii	RO, Madurai	01	01	-	-	-	-	-	
		c	TOTAL VACANCY	02	02	-	-	-	-	-	
4	Western Region	i	Salem West	03	02	-	-	01	-	-	**01 (one) OBC backlog vacancy of MMS, Coimbatore
		ii	MMS, Coimbatore	02+01**	01	01	-	01**	-	-	
		d	TOTAL VACANCY	06	03	01	-	02	-	-	
5	OVERALL VACANCY (a+b+c+d)			24	13	03	-	07	01	02*	-

*Vacancies reserved for Ex-Serviceman (Ex-SM) will be filled up from any category and then be adjusted horizontally against respective categories viz UR/EWS/SC/ST/OBC as the case may be depending upon the category to which the selected candidate belongs to, that means the vacancy earmarked for Ex-serviceman is included within the total vacancies as per Reservation Rules.

** 01 Backlog vacancies.

4. Number of vacancies in division / units are subject to change and the issuing authority reserves right to modify / cancel the notification without assigning any reason there to.

5. Scale of pay for Staff Car Driver (ordinary grade) is Rs. 19900/- to 63200/- (Level 2 in the Pay Matrix as per 7thCPC) + admissible allowances.

6. Period of probation is 02 years.

7. Eligibility:

a) Age limit for direct recruits from candidates of India:

For UR & EWS: 18 to 27 years
For SC & ST : Relaxable by 5 years
For OBC : Relaxable by 3 years
For Government Servants upto 40 years in accordance with the instructions or orders issued by Central Government
For Ex- Serviceman upto a maximum of 3 years [08 (3+ 5) years for SC & ST and 06 (3+3) years for OBC] after deduction of the Military Service rendered from the actual age].

The crucial date for determining age limit is the closing date for receipt of applications (i.e.) 30.11.2026.

b) Educational & Other qualifications for direct recruits:

(i) Possession of a valid driving license for light & heavy motor vehicles.
(ii) Knowledge of Motor Mechanism (The candidate should be able to remove minor defects in vehicle).
(iii) Experience of driving light & heavy motor vehicle for at least three years.
(iv) **Pass in 10th Standard** from a recognized Board or Institute.

c) Desirable qualification: Three years' service as Home Guard or Civil Volunteers.

8. Method of Selection:

Selection shall be made on the basis of examination pattern and syllabus as per the Annexure-I. Selected candidates will be allotted to division / units wherever vacancies are available on the basis of merit and preference of the candidates.

9. Instruction to candidates:

(a) Application in the prescribed format should be filled in by the candidate in one of the languages in Hindi / English / Tamil completely without corrections and duly signed by the candidate.
(b) Two recent photographs should be enclosed out of which, one recent passport size photograph should be affixed at the place meant for the purpose on the application and should be duly self-attested by the candidate.
(c) The candidates shall have to pay Application Fee of Rs 100/- (Rs One Hundred Only) through e-payment in the nature of (E-Biller Name – Senior Manager, MMS Chennai, CPMG Tamilnadu Circle (E Biller ID 1000099022) at any of the computerized post office in India using Challan Form by 30.11.2026 (Last Date) However, payment of Fee is exempted for all Women/SC/ST applicants. **Fee Once Paid shall not be refunded**. Fee paid through other mode will not be accepted and such application will be summarily rejected. Challan form available with the notification may be downloaded from India Post Website www.indiapost.gov.in and fees be paid at any Post Office through e-payment. The Post Office shall return one copy of Challan form & candidate will get CPMG Tamilnadu Circle's copy & Candidate's copy. While paying the fees candidate should enter (Candidate Name, address and fees amount paid, description, name of payment office). Original receipt generated by post office, should be pasted on application form, while candidate may retain candidate's copy for future reference.
(d) Reservation / Category should be selected (UR / EWS / SC / ST / OBC (non-creamy layer). Certificate issued by competent authority in prescribed format should be enclosed. If category is not selected, candidate will be treated as UR.
(e) If Ex-Servicemen category selected, service & trade proof copy should be enclosed otherwise they will be considered under general category and no age relaxation will be given.

(f) Photocopies of the following certificates **self-attested** by the candidate should be forwarded along with the application.
   (i) Age proof
   (ii) Educational qualification
   (iii) Community certificate issued by appropriate authority for appointment to posts under the Government of India (Format enclosed).
   (iv) EWS candidates should submit valid Income & Asset certificate issued by the competent authority for the year 2025-2026. (Format enclosed).
   (v) Valid driving licence with date of first issue of LMV & HMV and date of expiry of LMV & HMV (or) Extract of licence with full details.
   (vi) Experience certificate issued by Gazetted officer of a Central / State Government office where the applicant has been working or by the Head of a Registered Firm / Company / Agency / Institution should be enclosed. Certificate should contain full address, Door No., Pincode and name of the person issuing with designation along with date of issue of certificate. The period of experience mentioned in the experience certificate should be within the period of validity of Driving Licence. The period of experience in Light and Heavy Vehicles should clearly indicate like 'Light vehicle Experience from _____(date) to_____(date)' and 'Heavy vehicle experience from_____(date) to_____(date)'.

(g) Application in prescribed format completed in all respect should be sent to **'The Senior Manager, Mail Motor Service, No.37, Greams Road, Chennai – 600 006' on or before 30.11.2026 by 1700 Hours** through **Speed Post** only. Applications received by any other means will be rejected.

(h) Application received after the last date and without adhering to the above conditions said in this notification will not be considered.

10. Application will be liable for rejection also due to following reasons:

(a) The application not received through Speed Post.
(b) Unsigned / Incomplete / not prescribed format application / application received after due date / Mutilated or damaged applications / documents etc.,
(c) Two recent photographs without self-attestation.
(d) Without payment of Application fee as per instructions vide 9(c).
(e) Without copy of valid community certificate issued by competent authority in respect of reserved post (SC/ST/OBC non creamy layer).
(f) Invalid EWS Certificate not in prescribed format if applied for EWS.
(g) Not possessing the requisite qualification as mentioned in 7 (b).
(h) Without proper self-attested copies of certificates / documents.
(i) Under aged / over aged candidates.
(j) Experience certificate from non-recognized institutions without Door No, full address & pincode and not as per instruction vide 9 (f) (vi).
(k) Invalid Licence (or) Licence (or) Extract of licence without full details.
(l) No designated driver trade in army / no Service certificate / inappropriate ESM certificate.

11. Eligible candidates only will be issued Hall Permits.
12. No intimation / correspondence will be made in respect of other applicants who are not eligible.
13. Original Certificates should not be sent along with the application.

The last date of receipt of application is on or **before 30.11.2026 by 1700 Hours**.

29/10/2025

Senior Manager (Group-A)
Mail Motor Service,
Chennai – 600 006.