Notification No: MMG/36/Sk. Artisan/DR/II/95

भारत सरकार, Government of India
संचार मंत्रालय /Ministry of Communications
भारतीय डाक विभाग, Department of Posts
डाक वाहन सेवा, Mail Motor Services

वरिष्ठ प्रबन्धक का कार्यालय
O/o the Senior Manager
डाक वाहन सेवा, कोलकाता
Mail Motor Services, Kolkata
१३९, बेलेघाटा रोड, 139, Beleghata Road
कोलकाता/Kolkata-700015
2TF J79M 2MC
Dated: 29/10/2026

CORRIGENDUM TO THE NOTIFICATION DATED.19.05.2020. *(PUBLISHED IN EMPLOYMENT NEWS DURING THE PERIOD FROM 03rd -09th OCTOBER 2020)*

APPLICATIONS ARE INVITED FROM ELIGIBLE INDIAN CITIZENS FOR THE FOLLOWING POSTS OF SKILLED ARTISAN/TRADESMEN OF MMS, KOLKATA IN WEST BENGAL CIRCLE (The Vacancies pertains to the year 2015-16, 2016-17, 2017-18). The details of vacancies are as under,

Name of the Post	Trade	No. of Vacancies	Reservation point			
			SC	OBC	ST	UR
Skilled Artisans/ Tradesmen (General central service, Group-C, Non-Gazetted, Non-Ministerial)	MV Mechanic	8 *	2	1	1	4
	MV Electrician	4	1	1	-	2
	Tyreman	2	-	1	-	1
	Blacksmith	2	1	-	-	1
	Painter	1	-	-	-	1
	Upholsterer	1	-	-	-	1
	Carpenter & Joiner	1	-	1	-	-
	Total	**19**	**4**	**4**	**1**	**10**

*****Two (02) of the vacancies for the MV Mechanic post mentioned above is earmarked for Ex-serviceman (ESM) & will be filled from any category for Ex Servicemen quota and the said ESM vacancy will be adjusted horizontally against communal reservation as the case may be depending upon category to which selected candidates belongs to that means vacancy earmarked for ESM is marked within total vacancies.

Note:

a) **All previous applications in response to previous notification dated 08/08/2018 & dated 19.05.2020 (Published in employment news during the period 15th -21st September 2018 and 03rd -09th October 2020 respectively) would be considered.** ***However, fresh application mentioning their choices as per the vacancies which are notified through the corrigendum would be preferable.***

b) ***In case multiple applications are received from the same candidate, only the latest application would be considered.***

c) ***Apart from those candidates who had applied for these posts in response to the previous notifications, fresh candidates may also apply for the vacancies notified as per eligibility conditions.***

LAST DATE FOR RECEIPT OF APPLICATION: on or before **30/11/2026 up to 17:00 hrs.**

SCALE OF PAY: Rs. 19,900/- to 63,200/- (Level 2 in the pay matrix as per 7th CPC) + admissible allowances**.**

PERIOD OF PROBATION: One year.

1. ELIGIBILITY:

a. Age limit for direct recruits: 18 to 30 years as on 01.07.2018 for unreserved candidate (UR).

Relaxation of Age Limit (for reserved posts)

i. SC/ST : By 05 years.
ii. OBC (Non creamy layer) : By 03 years.
iii. For Central Government servant: Servants up to 40 years in accordance with the instructions or orders issued by Central Government.
iv. For Ex-Servicemen: Up to a maximum of 3 years for unreserved category [08 (3+5) years for SC & ST and 06 (3+3) years for OBC] after deduction of the Military Service (Motor vehicle Mechanic trade) rendered from the actual age.
v. Relaxation will be provided as above to SC/ST/OBC (NCL) candidates in respect of vacancies reserved for them.

b. Educational & Other qualifications for direct recruits:

i. A certificate in the respective trade from any Technical Institution recognized by Government **OR** VIII Std. passed with experience of one year in the respective trade.
ii. Candidate who applied for the trade of M.V. Mechanic should possess a valid Driving Licence (HMV) to drive any vehicle in service in order to test it.

2. METHOD OF SELECTION :

Selection of Skilled Artisans/Tradesmen shall be made from amongst the candidates possessing the requisite qualifications and valid HMV driving license (applicable for MV Mechanic only), by means of Competitive Trade Test on the basis of syllabus in the respective trade. Syllabus, date, venue & duration etc will be informed to the eligible candidates along with Hall Permits. No communication will be entertained with respect to rejected applications.

3. Application must be signed by the candidate and accompanied with:

Photocopies of the following certificates duly self-attested by the candidate:

i. Age proof (Birth certificate/Class 10th certificate/School leaving certificate etc.)
ii. Address proof.
iii. Indian Citizenship (Passport/ Birth certificate/Voter ID Card/Domicile/Permanent Residential Certificate or any certificate issued by State/Central Govt. to show Indian Citizenship etc.)
iv. Educational Qualification.
v. Technical Qualification (ITI/etc.).
vi. HMV Driving Licence/Licence Extract [in case of M.V. Mechanic only].
vii. One year Trade experience of respective trade/post. Technical Experience certificate indicating name & address of organization with full postal address.
viii. SC/ST/OBC (NCL)/ESM Certificate issued by Competent Authority. Community Certificate issued by appropriate authority for appointment in Central Government Service / Posts only will be considered (Format enclosed). OBC Non creamy layer candidate should submit valid caste certificate in prescribed format issued by competent authority.
ix. Two self-attested copies of recent passport size photographs (in the front side), one should be pasted in the application form and the other should be attached with the application form.

4. Instruction to Candidates

i. Application on plain paper in the prescribed format should be submitted by the candidate duly filled correctly and completely duly signed by the candidate.

ii. One Passport size photograph should be affixed at the place meant for the purpose on the application form and should be duly self-attested.

iii. The application will be scrutinized as per the eligibility criteria and eligible applicants will be called for trade test.

iv. If applicant desires to submit applications for multiple trades, he should submit separate application for each trade.

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

a. Application sent by courier or any other transmission (except speed post) will not be entertained/considered.
b. Unsigned application /without self-attested documents.
c. Without valid community certificate.
d. Not possessing the requisite qualification/relevant experience on letter head of firm without full address details.
e. Application for more than one trade in single application.
f. Under aged /Over aged candidates.
g. HMV License attested copies in r/o MV Mechanic trade only.
h. Incomplete or application received after due date.
i. Applications without required information /attachments/Community certificate as per the notification will be summarily rejected without intimation.
j. Mutilated or damaged applications/documents etc.
k. Experience certificate without full postal address.
l. Wrongly addressed applications either on application or on envelope will also be rejected.
m. Applications without complete information or without self-attested copies of certificates will be rejected straightway without any notice or information.

5. No TA-DA will be paid for test.

6. Original certificates should not be sent along with the application. Only attested copies of certificates should be sent.

7. No correspondence of any nature will be entertained.

8. Candidate will be selected on the basis of qualification, experience, vacancy in particular community, Skill test and merely possessing minimum qualification will not vest any right to the candidates to be called for trade test.

9. The vacancies notified are subject to change and the issuing authority reserves right to modify/cancel the notification without assigning any reason there to.

10. The corrigendum is being issued in compliance with various orders issued by the Hon'ble CAT.

Applications for the different trade should be sent in separate envelope and the candidate should **superscribe the trade applied for** on the envelope which should be addressed and sent to '**The Senior Manager, Mail Motor Services, 139, Beleghata Road, Kolkata-700015**' through **Speed Post only.**

The last date of receipt of application is on or before **30/11/2026 by 17.00** Hours. Application(s) without complete information or without copies of desired certificates or the application(s) enclosing copy/copies of the certificate(s) **without self-attestation will be rejected straight way** without any notice or information.

In case of any discrepancy, the English version of the notification shall be treated as final.

Enclosure- Format of Application

Senior Manager,
Mail Motor Services,
Kolkata-700015