

Sálim Ali Centre for Ornithology and Natural History

(A Centre of Excellence under the Ministry of Environment, Forest & Climate Change, Govt. of India)

Anaikatty Post, Coimbatore – 641 108, Tamil Nadu

Advt. No. **SACON/SELECTION, 02/2020**

Application

The Sálim Ali Centre for Ornithology and Natural History (SACON), a Centre of Excellence under the Ministry of Environment, Forest and Climate Change, Govt. of India requires a **Driver (UR-01)**, Indian National only, in the Pay Matrix Level 2.

Essential Qualifications :

1. Matric/10th Standard Pass from Recognized Board/School.
2. Possession of a valid and appropriate driving licence issued by prescribed Government Authority to drive Heavy and Light Motor Vehicles of all types and Motorcycle with or without gear.
3. Two years experience of driving Heavy Motor Vehicles (Passenger) and Light Motor Vehicles in recognized institution.
4. Proficiency in routine maintenance of Heavy, Light Motor Vehicles and Motorcycles.

Tasks & Responsibilities :

To maintain and drive the staff bus [Heavy Motor Vehicle (Passenger)], M.Sc., mini bus, other Light Motor Vehicles and Motorcycles available in the centre and in the field stations.

General Instructions :

1. Salary, allowances and other benefits such as CPF, Medical reimbursement, gratuity and LTC will be as per SACON rules.
2. Appointment will be on contract basis initially for a period of five years and continuance of the same will be based on performance.
3. Age: The candidate must not have attained the age of 28 years as on the last date for receiving applications. Relaxation in age limit is available as per existing Govt. of India rules.
4. Neatly typed application on the prescribed form with self-attested copies of testimonials of academic qualifications, experience, date of birth, driving licence, Aadhaar Card etc., should reach "**The Director, Salim Ali Centre for Ornithology and Natural History, Anaikatty Post, Coimbatore-641 108 (Tamil Nadu)**" on or before **26.07.2020**. The envelope containing application should be superscribed with "**Application for the post of Driver**".
5. Applications not received in the prescribed form are liable to be rejected. Applications received without self-attested copies of supporting documents and / or incomplete in any other respects shall not be considered. No original documents should be sent with applications and they should be produced only at the time of interview.
6. Only shortlisted candidates will be called for interview and driving test at SACON.
7. Candidates, employed with other institutions/organisations/firms should send their applications through proper channel and should produce "No Objection Certificate" at the time of Interview. In such cases, an advance copy of the application in personal capacity may be sent.
8. Canvassing in any form is liable to immediate rejection of the candidature, and Director, SACON reserves the right to reject any application without assigning any reason thereof.

Administrative Officer