

ગુજરાત રાજ્યના માહિતી ખાતા દ્વારા પ્રસિદ્ધ થતું રોજગારલક્ષી સાપ્તાહિક

વર્ષ - ૪૨ • તા. ૩૦ ડિસેમ્બર, ૨૦૨૦ • અંક નં. ૪૭



રોજગાર સમાચાર

તંત્રી : અશોક કાલરીયા

સહતંત્રી : અરવિંદ આર. પટેલ • કાર્યવાહક સંપાદક : પુલક ત્રિવેદી • સંપાદક : જગદીશ આચાર્ય

'ગુજરાત રોજગાર સમાચાર' નું વાર્ષિક લવાજમ રૂ ૩૦/- છે. માહિતી નિયામકની કચેરી, હિસાબી શાખા, બ્લોક નં. ૧૯/૧, ડો. જીવરાજ મહેતા ભવન, ગાંધીનગર-૩૮૨૦૧૦ ઉપરાંત રાજ્યની કોઈપણ કોમ્પ્યુટરાઈઝ પોસ્ટઓફિસમાં (સર્વિસ ચાર્જ સાથે) તથા જિલ્લા ખાતેની માહિતી કચેરીઓએ લવાજમ સ્વીકારવામાં આવે છે. લવાજમ ઉઠરાવવા માટે આ કચેરીએ કોઈ અધિકૃત એજન્ટની નિમણૂક કરી નથી.

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THE POSTS OF GRAMIN DAK SEVAKS : GUJARAT CIRCLE

NO. OF POST - 1826

Last Date of Online Application : 20-1-2021

Applications are invited by the respective engaging authorities as shown in the annexure 'I' against each post, from eligible candidates for the selection and engagement to the following posts of Gramin Dak Sevaks.

I. Job Profile:-

(i) BRANCH POSTMASTER (BPM)

The Job Profile of Branch Post Master will include managing affairs of Branch Post Office, India Posts Payments Bank (IPPB) and ensuring uninterrupted counter operation during the prescribed working hours using the handheld device/Smartphone/laptop supplied by the Department. The overall management of postal facilities, maintenance of records, upkeep of handheld device/laptop/equipment ensuring online transactions, and marketing of Postal, India Post Payments Bank services and procurement of business in the villages or Gram Panchayats within the jurisdiction of the Branch Post Office should rest on the shoulders of Branch Postmasters. However, the work performed for IPPB will not be included in calculation of TRCA, since the same is being done on incentive basis. Branch Postmaster will be the team leader of the Branch Post Office and overall responsibility of smooth and timely functioning of Post Office including mail conveyance and mail delivery. He/she might be assisted by Assistant Branch Post Master of the same Branch Post Office. BPM will be required to do combined duties of ABPMs as and when ordered. He will also be required to do marketing, organizing melas, business procurement and any other work assigned by IPO/ASPO/SPOs/SSPOs/SRM/SSRM and other Supervising authorities. In some of the Branch Post Offices, the BPM has to do all the work of BPM/ABPM.

(ii) ASSISTANT BRANCH POSTMASTER (ABPM)

The Job Profile of Assistant Branch Post Master will include all functions of sale of stamps/stationery, conveyance and Delivery of mail at doorstep deposits/payments/other transactions under IPPB, assisting Branch Postmasters in counter duties using the handheld device/Smart phone supplied by the Department. However, the work performed for IPPB will not be included in calculation of TRCA, since the same is being done on incentive basis. He will also be required to do marketing, organizing melas, business procurement and any other work assigned by the Branch Postmaster or IPO/ASPO/SPOs/SSPOs/SRM/SSRM and other Supervising authorities. ABPMs will also be required to do Combined Duty of BPMs as and when ordered.

(iii) DAK SEVAK

The Job Profile of Dak Sevaks will include all functions of viz sale of stamps and stationery, conveyance and delivery of mail and any other duties assigned by Postmaster/Sub Postmaster including IPPB work in the Departmental Post Offices/RMS. However, the work performed for IPPB will not be included in calculation of TRCA, since the same is being done on incentive basis. He may also have to assist Post Masters/Sub Postmasters in managing the smooth functioning of Departmental Post Offices and do marketing, business procurement or any other work assigned by the Post Master or IPO/ASPO/SPOs/SSPOs/SRM/SSRM and other Supervising authorities. In Railway Mail Services (RMS), GDS has to handle the work

related to RMS, like, closing/opening of bags, transport of bags from one place to other manually and any other works allotted by the RMS authorities.

II. Time Related Continuity Allowance (TRCA)

The following Minimum TRCA shall be payable to the categories of GDS as mentioned in Directorate Order No.17-31/2016-GDS dated 25.06.2018.

Sl. No.	Category	Minimum TRCA for 4 Hours/Level 1 in RCA Slab	Minimum TRCA for 5 hours/Level 2 in TRCA slab
1	BPM	Rs.12,000/-	Rs.14,500/-
2	ABPM/Dak Sevak	Rs.10,000/-	Rs.12,000/-

(ii) However, in respect of GDSs engaged on or after 01.07.2018, the initial fixation of TRCA will be done on the first stage of Level-I of the respective category.

III. Details of vacant posts for which applications are called for are shown in the Annexure-I.

IV. Eligibility AGE

The minimum and maximum of age for the purpose of engagement to GDS posts shall be 18 and 40 years respectively as on 21.12.2020 the date of notification of the vacancies. Permissible relaxation in Upper age limit for different categories is as under:-

Sl. No.	Category	Permissible age relaxation
1.	Schedule Caste/Scheduled Tribe (SC/ST)	5 years
2.	Other Backward Classes (OBC)	3 years
3.	Economically Weaker Sections (EWS) No relaxation*	
4.	Persons with Disabilities (PwD)	10 years*
5.	Persons with Disabilities (PwD) + OBC	13 years*
6.	Persons with Disabilities (PwD) + SC/ST	15 years*

Note:- 1* There will be no relaxation in upper age limit to EWS candidates. However, the persons belonging to EWSs who are not covered under the scheme of reservation for SCs, STs and OBCs shall get 10% reservation in engagement to the Gramin Dak Sevak posts in the Department of Posts as per Directorate instructions circulated vide no. 17-09/2019-GDS dated 26.02.2019.

Note:- 2* All Engaging Authorities shall maintain reservation for persons with disabilities to all categories of GDS posts except for persons with benchmark

of disability "Blind" (for all categories of GDS). Percentage of reservation may be maintained as in the case of SC,ST and OBC categories in GDS posts as per Directorate order no. 17-08/2017-GDS dated 26.02.2019. Relaxation in upper age limit is subject to the condition that maximum age of the applicant on the crucial date shall not exceed 55 years.

Educational Qualification

(i) Secondary School Examination pass certificate of 10th standard with passing marks in Mathematics, local language and English (having been

