



भारतीय डाक विभाग

DEPARTMENT OF POSTS, INDIA,

मुख्यपोस्टमास्टर जनरल का कार्यालय, महाराष्ट्र सर्किल, मुंबई – 400 001

Office of the Chief Postmaster General, Maharashtra Circle, Mumbai – 400 001

**SPORTS QUOTA RECRUITMENT**

Notification No. CSB/37-40/2021-22 dated at Mumbai 400 001 the 25 /10 /2021

**Subject: NOTIFICATION FOR RECRUITMENT OF MERITORIOUS SPORTS PERSONS IN THE CADRE OF POSTAL ASSISTANT/SORTING ASSISTANT, POSTMAN AND MULTI TASKING STAFF IN MAHARASHTRA POSTAL CIRCLE.**

1. Applications are invited online through URL <https://dopsportsrecruitment.in> for Direct Recruitment of meritorious Sportspersons from open market under SPORTS QUOTA for filling the vacancy of years upto 2020 to the following posts in Maharashtra Postal Circle.

- I. Postal Assistant (PA) in Post Offices/SBCO / Administrative Offices / Sub Ordinate Offices
- II. Sorting Assistant (SA) in Railway Mail Service offices
- III. Postman (PM) in Post Offices/Mail Guard in Railway Mail Services offices
- IV. Multi-Tasking Staff (MTS) in Administrative Offices / Post Offices/ Railway Mail Service offices

The recruitment process will be based on the guidelines issued by the Department of Personnel and Training, Government of India vide Memo. No. 14034/01/2013-Estt (D) dated 03-10-2013--Estt. (D) dated 03.10.2013; 01.09.2020, 29.01.2021 and instructions issued there to from time to time.

2. **DATES FOR SUBMISSION OF ONLINE APPLICATIONS:** The registration of candidates for online application will commence from 28/10/2021 and will close on 27/11/2021 at 18.00 hrs.

3. **SCALE OF PAY:**

A.	Postal Assistant/ Sorting Assistant	Pay Matrix ( Civilian Employees) Pay Level-4 (Rs. 25,500 to Rs. 81,100) plus admissible allowances
B.	Postman/Mail Guard	Pay Matrix ( Civilian Employees) Pay Level-3 (Rs. 21,700-69,100) plus admissible allowances
C.	Multi Tasking Staff	Pay Matrix (Civilian Employees) Pay Level-1 (Rs. 18,000-56,900) plus admissible allowances

4. **VACANCY POSITION:**

The details of cadre wise vacancy position as follows.

Sl. No.	Post	No. of vacancies
1	Postal Assistant	93
2	Sorting Assistant	09
3	Postman	113
4	Mail Guard	Nil
5	Multi Tasking Staff	42
	<b>Total</b>	<b>257</b>

The Division wise vacancy position is enclosed in Annexure.

Note:

- i. The Department of Posts reserves the right to revise/cancel the vacancies.
- ii. The Department of Posts reserves the right to post the selected candidates to any of the division/unit/office mentioned above or to any other place in Maharashtra Circle depending upon the category of post.
- iii. Options will be obtained from the selected candidates only. Allocation of unit will be decided as per merit and preference of the candidate subject to availability of vacancies etc. as mentioned in Annexure.

5. **RESERVATION:**

- 5.1 Applicants who wish to seek age-relaxation under SC/ ST/ OBC must submit requisite certificate from the competent authority, in the prescribed format and same should also be uploaded on Registration Portal.

All applicants should also note that as and when such certificates are sought by the Appointing Authority at the time of "Document Verification", they will have to produce these in original failing which their selection will be cancelled and further action will be taken as per extant Central Govt. orders.

- 5.2 A person seeking age relaxation under OBC must ensure that he/she possesses the caste/community certificate and does not fall in creamy layer on the crucial date. The crucial date for this purpose will be closing date for receipt of online application i.e. 27/11/2021.
- 5.3 Applicants should also note that in respect of the above, their candidature will remain provisional till the veracity of concerned documents is verified by the Appointing Authority.
- 5.4 Reservation rule is only for claiming the age relaxation in Sports Recruitment. Such candidates should necessarily submit proof of age i.e. SSC Certification and Caste Certificate for claiming age relaxation.

6. **SUITABILITY FOR PWD APPLICANTS:**

The posts have been identified suitable for the following disabilities:

Sl	Name of the Post	Physical Requirement	Categories suitable for jobs	Nature of duties in brief	Remark/ Recommendation of committee
A	Postal Assistant/ Sorting Assistant	S, ST, W, RW, SE, C, H, BN and CL	Low vision (LV), Blind (B), Hard of hearing (HH), One Arm (OA), One Leg (OL), One Arm and One Leg (OAOL), Both Legs affected but not Arms, Muscular weakness and limited Physical endurance (MW), Cerebral palsy, Leprosy Cured, Dwarfism, Acid Attack Victim, Specific learning disability. Multiple disabilities from amongst disabilities mentioned above.	Counter work, Handling and Sorting Dak, Supervision, Computer work, Cash Handling etc.	As the work performed by Postal Assistant / Sorting Assistant is of varied nature including directing interface with the Public in delivery of services of the Post Offices such as cash handling etc., Autism, intellectual disability and mental illness may not be found suitable for the post.
B	Postman/Mail guard	S, ST, W, RW, SE, C, H, BN and CL	Low vision (LV), Hard of hearing (HH), One Arm (OA), One Leg (OL), Leprosy Cured, Dwarfism, Acid Attack Victim, Specific learning disability. Multiple disabilities from amongst disabilities mentioned above.	Extensive travelling for delivery of Dak, Cash delivery, maintaining records etc.	As the work performed by Postman/Mail Guard is of arduous nature including intensive travelling for delivery of Dak and cash handling, Blindness, cerebral palsy, muscular dystrophy and autism, intellectual disability and mental illness may not be found suitable for this post.

C	Multi Tasking Staff (MTS)	S,ST,W, RW, SE, C, H, BN, CL and L	Low vision (LV), Hard of Hearing (HH), One Arm (OA), One Leg (OL), One Arm and One Leg (OAOL), Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victim, Specific Learning disability. Multiple disabilities from amongst disabilities mentioned above.	Messenger, Handling Dak, Weighing Dak, Dispatch etc.	As MTS performs multiple tasks in Post Offices and Offices including lifting of weights etc., Blindness, Deaf, muscular dystrophy and autism, intellectual disability and mental illness may not be found suitable for the post.
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[**Details of Physical Requirement:-** S- Sitting, ST- Standing, W- Walking, RW– Reading and Writing, SE - Seeing, C - Communications, H - Hearing/Speaking, BN - Bending, CL- Climbing, L- Lifting].

**Note:** Identification of above mentioned Group C Posts in Direct Recruitment for Persons with Disabilities in Department of Posts are prescribed vide Department of Posts, New Delhi OM No. 12-10/2017-SCT Dated 01/04/2019.

## 7. **ELIGIBILITY CRITERIA:**

### 7.1 **Nationality / Citizenship:**

Applicant must be either,

- a citizen of India, or
- a subject of Nepal, or
- a subject of Bhutan, or
- a Tibetan refugee who came over to India, before the 1st January, 1962 with the intention of permanently settling in India.
- a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (Formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India.

7.2 Provided that Applicant belonging to categories (b), (c), (d) and (e) above shall be a person in whose favor a certificate of eligibility has been issued by the Government of India.

## 8. AGE LIMIT:

- (a) Age limit for the posts of Postal Assistant/ Sorting Assistant is 18 – 27 years  
 (b) Age limit for the posts of Postman/Mail Guard is 18 – 27 years.  
 (c) Age limit for the posts of Multi Tasking Staff is 18 – 25 years.

Permissible relaxation in upper age limit for different categories are as under:

Category	Age relaxation permissible beyond the Upper age limit.		
	<b>A. For the posts of Postal Assistant/ Sorting Assistant,</b>	<b>B. For the posts Postman/Mail Guard</b>	<b>C. For the posts of Multi Tasking Staff</b>
SC / ST	5 years	5 years	5 years
OBC	3 years	3 years	3 years
PwD (Unreserved)	10 years	10 years	10 years
PwD (SC /ST)	15 years	15 years	15 years
PwD (OBC)	13 years	13 years	13 years
Ex-servicemen	3 years after deduction of service rendered in military from the actual age as on the closing date for Registration of online applications.	3 years after deduction of service rendered in military from the actual age as on the closing date for Registration of online applications.	3 years after deduction of service rendered in military from the actual age as on the closing date for Registration of online applications.
Central Government Civilian Employees: who have rendered not less than 3 years regular and continuous service as on closing date for registration of online application	Up to 40 years of age	Up to 40 years of age	Up to 35 years of age
Central Government Civilian Employees: who have rendered not less than 3 years regular and continuous service as on closing date for registration of online application (SC/ST)	Up to 45 years of age	Up to 45 years of age	Up to 40 years of age

Central Government Civilian Employees: who have rendered not less than 3 years regular and continuous service as on closing date for registration of online application (OBC)	Up to 43 years of age	Up to 43 years of age	Up to 38 years of age
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**Note 1:** Date of Birth filled by the Applicant in the online application form and the same recorded in the Matriculation Certificate/ Birth Certificate will be accepted for determining the age and no subsequent request for change will be considered or granted.

**Note 2:** The crucial date for determining the age limit shall be the closing date for online registration of applications i.e.27/11/2021.

**Note3:** A special relaxation in age limit is allowed in accordance with DOPT OM no.15012/3/84-Estt.(D) dated 12.11.1987 to a maximum of 5 years for the categories of Sports persons specified in para-12 apart from the category wise relaxation as above.

**Note 4:** The concession will be available only to those sportspersons who satisfy all other eligibility conditions relating to educational qualifications etc. and furnish a certificate in the form from an authority prescribed in these instructions.

**Note 5:** Relaxation of age will be considered in respect of Ex-servicemen and PWD candidates as per the DOPT guidelines in addition to the other relaxations like community and sports persons.

**Note 6:** Reservation Rule is only for claiming age relaxation in Sports Recruitment. Such candidates should necessarily submit proof of age i.e., SSC Certificate and Caste Certificate for claiming age relaxation.

**Note 7:** No appointment can be made unless the candidate is, in all respects, eligible for appointment to the post applied for, and in particular, with regard to age, educational qualifications prescribed under the Recruitment Rules applicable to the post, except to the extent to which relaxations thereof have been permitted in respect of category of persons to which the applicant belongs.

**Note 8:** **Explanation:** An Ex-Serviceman means a person who fulfills all terms & conditions as laid down in Department of Personnel & Training, New Delhi O.M. No. 36034/3/2013-Estt.(Res.) dated 25/2/2014 and Department of Personnel & Training, New Delhi O.M. No. 36034/1/2014-Estt.(Res.) dated 14/8/2014.

## **9. EDUCATIONAL AND OTHER QUALIFICATIONS**

### **I. Postal and Sorting Assistant**

- a) The candidate must have passed 12<sup>th</sup> standard or equivalent examination from a recognised university or Board of School Education or Board of Secondary Education.
- b) The candidates of higher qualifications will also be considered but they have to fulfill the above conditions. There will be no preference for higher educational qualifications.
- c) The candidate will be required to furnish certificate of Basic Computer Training from a recognized Computer Training Institute before issuance of appointment letter. Computer Training Certificates from Central Government / State Government / University / Board etc. will also be acceptable for the purpose. This requirement of Basic Computer Knowledge Certificate is relaxable in cases where a candidate has studied computer as a subject in Matriculation or Class XII or Higher educational qualification and in such cases a separate certificate will not be insisted upon.
- d) Sports qualification as per para 11 below.

### **II. Postman/Mail Guard**

- a) The candidate must have passed 12<sup>th</sup> Standard from a recognized Board of School Education or Board of Secondary Education.
- b) The candidates of higher qualifications will also be considered but they have to fulfill the above conditions. There will be no preference for higher educational qualifications.
- c) The candidate will be required to furnish certificate of Basic Computer Training from a recognized Computer Training Institute before issuance of appointment letter. Computer Training Certificates from Central Government / State Government / University / Board etc. will also be acceptable for the purpose. This requirement of Basic Computer Knowledge Certificate is relaxable in cases where a candidate has studied computer as a subject in Matriculation or Class XII or Higher educational qualification and in such cases a separate certificate will not be insisted upon.
- d) Knowledge of Local Language i.e., Marathi in respect of Maharashtra State and Konkani in respect of Goa State. The candidate should have passed a paper of local language at least upto 10<sup>th</sup> standard . i.e.
  - i. Marathi in respect of Maharashtra State and
  - ii. Konkani or Marathi in respect of Goa State
- e) The person appointed to the post of Postman shall acquire a driving licence to drive two wheeler or three wheeler or Light Motor Vehicle within a period of two years from the date of his appointment. However, the person with disability shall be exempted from the requirement of driving licence.
  - i. The candidate not having valid driving licence at the time of appointment shall not earn periodical increment in pay till production of such licence or for a period of five years from the date of appointment whichever is earlier and after production of such licence or expiry of such five years period, pay shall be restored prospectively to the level pay would have reached as if periodical increment in pay was not withheld and no arrears shall be paid for the intervening period.
- f) Sports qualification as per para 11 below

### **III. Multi Tasking Staff**

- a) The candidate must have passed 10th Standard from a recognized Board of School Education or Board of Secondary Education.
- b) The candidates of higher qualifications will also be considered but they have to fulfill the above conditions. There will be no preference for higher educational qualifications.
- c) The candidate should have knowledge of working on computer.
- d) Knowledge of Local Language i.e., Marathi in respect of Maharashtra State and Konkani in respect of Goa State. The candidate should have passed a paper of local language at least upto 10th standard. i.e.
  - i. Marathi in respect of Maharashtra State and
  - ii. Konkani or Marathi in respect of Goa State
- e) Sports qualification as per para 11 below.

#### **Note in respect of educational Qualifications :**

- (i) As per Ministry of Human Resource Development Notification dated 10.06.2015 published in Gazette of India, all the degrees / diplomas / certificates awarded through Open and Distance Learning mode of education by the Universities established by an Act of Parliament or State Legislature, Institutions Deemed to be Universities under Section-3 of the University Grant Commission Act, 1956 and Institutions of National Importance declared under an Act of Parliament stand automatically recognized for the purpose of employment to posts and services under the Central Government provided they have been approved by the University Grants Commission.
- (ii) Candidates must possess essential educational qualification from recognized Board/University before applying for the posts.
- (iii) Candidates have to scan and upload the images of original certificates.
- (iv) Applicants having both marks and Grades in the mark list shall enter the marks only. If any applicant applies with Grades his application will be liable for disqualification.
- (v) Applicants having only the Grades / Points in the marks list shall note the Grades in respective column. The marks will be reckoned by taking conversion of Grades/ Points with the multiplication factor (9.5) against the maximum points or Grade as 100.

#### **10. DISQUALIFICATION:**

- (i) No Person who has entered into or contracted a marriage with a person having spouse living or
- (ii) No Person who has a spouse living has entered into or contracted a marriage with any person, shall be eligible for appointment to the service. Provided that Central government may if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.



**11. SPORTS QUALIFICATION- ELIGIBILITY FOR CONSIDERATION:**

Sl. No.	Sports Eligibility for the post of /Postal Assistant/Sorting Assistant/Postman/Multi Tasking Staff
i)	Sportsmen who have represented a State or the country in the National or International competition in any of the games/sports listed at para no. 12
ii)	Sportsmen who have represented their University in the Inter-University Tournaments conducted by the Inter-University Sports Board in any of the games/sports listed at para no. 12
iii)	Sportsmen who have represented the State Schools Teams in the National Sports/Games for Schools conducted by the All India School Games Federations in any of the games/sports listed at para no. 12
iv)	Sportsmen who have been awarded National Awards in Physical Efficiency under the National Physical Efficiency Drive.

**12. LIST OF GAMES/SPORTS:**

The list of Sports which qualify for appointment of meritorious Sportspersons is furnished below:

Sl. No.	Name of the Sports	Sl. No.	Name of the Sports
1.	Archery	33	Kudo
2.	Athletics (including Track and Field events)	34	Mallakhamb
3.	Atya-Patya	35	Motor Sports ( for sports discipline included in Para Olympics and Para Asian Games)
4.	Badminton	36	Net Ball
5.	Ball-Badminton	37	Para Sports ( for sports discipline included in Para Olympics and Para Asian Games)
6.	Baseball	38	Pencak Silat
7.	Basketball	39	Polo
8.	Billiards and Snooker	40	Power Lifting
9.	Body-Building	41	Shooting
10.	Boxing	42	Shooting Ball
11.	Bridge	43	Roll Ball
12.	Carrom	44	Roller Skating
13.	Chess	45	Rowing
14.	Cricket	46	Rugby
15.	Cycling	47	Sepak Takraw
16.	Cycle Polo	48	Soft Ball
17.	Deaf Sports	49	Soft Tennis
18.	Equestrian	50	Squash
19.	Fencing	51	Swimming
20.	Football	52	Table Tennis
21.	Golf	53	Taekwondo
22.	Gymnastics	54	Tenni - Koit

23.	Handball	55	Tennis
24.	Hockey	56	Tenpin Bowling
25.	Ice-Hockey	57	Triathlon
26.	Ice- Skating	58	Tug-of –war
27.	Ice-Skiing	59	Volleyball
28.	Judo	60	Weight Lifting
29.	Kabaddi	61	Wushu
30.	Karate	62	Wrestling
31.	Kayaking and Canoeing	63	Yatching
32.	Kho-Kho	64	Tennis Ball Cricket

**13. LIST OF AUTHORITIES COMPETENT TO AWARD CERTIFICATES ON ELIGIBILITY FOR RECRUITMENT OF SPORTS PERSONS:**

Only Certificates awarded by the authorities mentioned hereunder will be taken into account as evidence in support of having participated in competitions in any of the above Sports/Games while considering eligibility of the applicant. A candidate who cannot produce self-attested copies of at least one certificate issued by one of the authorities mentioned here under along with application need not apply.

Sl. No	Competition	Authority awarding Certificate	Form in which certificate is to be awarded
1.	International Competition	Secretary of the National Federation of the Game concerned.	1
2.	National Competition	Secretary of the National Federation or Secretary of the State Association of the Game Concerned.	2
3.	Inter-University Tournaments	Dean of Sports or other officer in overall charge of sports of the University concerned.	3
4.	National / Sports/ Games for Schools	Director or Additional / Joint or Deputy Director in overall charge of Sports/ Games for Schools in the Directorate of Public Institutions/ Education of State.	4
5.	Physical Efficiency Drive	Secretary or other Officer in overall charge of Physical Efficiency in the Ministry of Education & Social Welfare Government of India.	5

Note 1.: There is no time limit for validity of the certificate of sports. However, the candidate should be within the age limit prescribed.

Note 2.: The merit of the sports persons, who fulfill the aforesaid eligibility criteria, shall be considered / decided in the order of preference given under para No. 14 below.

#### 14. **METHOD OF SELECTION:**

Selection of the candidates will be made on educational and Sports qualification subject to fulfillment of prescribed conditions.

Meritorious Sports Candidates will be selected for appointment based on the instructions contained in the Department of Personnel and Training OM No. 14015/1/76-ESTT (D) dated 04-08-1980 and as amended from time to time and consolidated instructions issued by DOPT OM No. 14034/01/2013-ESTT (D) dated 03-10-2013 and Postal Directorate, Department of Posts, New Delhi letter No. 17-07/2017-SPN-I(Pt.) dated 06.01.2021.

The order of preference is as under :

- a. First preference: Candidates who have represented the country in an International Competition with the clearance of the Department of Youth Affairs and Sports.
- b. Second preference: Candidates who have represented a State/ Union Territory in the SENIOR OR JUNIOR LEVEL NATIONAL CHAMPIONSHIP organized by the National Sports Federation recognized by Department of Youth Affairs and Sports or National Games organized by Indian Olympics Association and have won medals or position upto 3<sup>rd</sup> place. Between the candidates participating in Senior and Junior National Championships /Games, the candidates having participated and won medals in Senior National Championship will be given preference.
- c. Third preference: Candidates who have represented a University in an INTER UNIVERSITY COMPETITION conducted by Association of Indian Universities/ Inter University Sports Board and have won medals or position upto 3<sup>rd</sup> place in finals.
- d. Fourth preference: Candidates who have represented the State Schools in the NATIONAL SPORTS/ GAMES FOR SCHOOLS conducted by the All India School/ Games Federation and have won medals or position up to 3<sup>rd</sup> place.
- e. Fifth preference: Candidates who have been awarded National Award in physical efficiency under National Physical Efficiency Drive.
- f. Sixth preference: Candidates who have represented a State/Union Territory/University /State School Teams at the level mentioned in categories (b) to (d) above, but could not win a medal or position, in the same order of preference.

#### **NOTE :**

- i) Participation in individual and team event / item will be given the same preference.
- ii) In case there are candidates with same level of achievement i.e. International level, National level, University level etc. the following criteria will be followed.
  - a) Candidate who has secured a higher position or has more than one medal will be given preference.
  - b) In case of tie after applying conditions (a) above, date of birth of the applicant.
  - c) In case of tie in the date of birth, first name of the applicant in alphabetical order.
- iii) Decision of the Department of Posts will be binding.

## 15. **PROCEDURE FOR ONLINE REGISTRATION:**

### **Prerequisites:-**

Before proceeding Registration, keep the following information/ documents ready:

- a. Mobile Number
- b. Email ID
- c. Scanned colour passport size photograph in JPG/JPEG format (50 KB).
- d. Scanned legible signature of candidate captured on white paper with black ink in JPEG format (10KB).
- e. Category Certificate - If claiming age relaxation under OBC, SC or ST.
- f. Non-Creamy Layer Certificate for OBC Category.
- g. Income and asset certificate for EWS Category.
- h. Disability Certificate, if you are a person with benchmark disability.
- i. Ex-Servicemen Discharge Certificate / Document in case of ex-serviceman applicants.
- j. NOC from current organization – in case of working Central Government Civilian Employee.
- k. Requisite Documents in connection with change of Name after matriculation, if any.
- l. Following educational documents
  - i) 10th Mark-sheet - 10th/SSC Certificate will be mandatory for all the Applicants. (Mandatory for Postal Assistant/ Sorting Assistant, Postman/Mail Guard/ Multi Tasking Staff).
  - ii) 12th / HSC Certificate - If 12th / HSC details are entered by the Applicants in education section (Mandatory for Postal Assistant/ Sorting Assistant/Postman/Mail Guard).
  - iii) Graduation Certificate - If Graduation details are entered by the Applicants in education Column.

Note 1: Applications with blurred photographs / illegible signature / unclear scanned images of documents will be summarily rejected.

Note 2: The Applicants are advised to give their own Mobile Number and e-mail address as only one application will be accepted from a Mobile Number/e-mail ID. Applicants are advised to fill their correct and active e-mail addresses and mobile number in the online application as correspondence may be made by the Department through e-mail/ SMS. Further, e-mail address and Mobile Number will also be used for retrieval of password/ Registration Number, if required.

## 16. **IMPORTANT INSTRUCTIONS:**

- a. Applications must be submitted in online mode only at the registration portal i.e. URL <https://dopsportsrecruitment.in>
- b. Only one Common Online application is allowed to be submitted by an applicant for the post of Postal Assistant/ Sorting Assistant/ Postman/Mail Guard and/or Multi Tasking Staff. In case, more than one application of an applicant are detected at any stage, all the applications will be rejected by the Department.
- c. Applications submitted through any other source will not be accepted. No correspondence will be entertained in this regard.
- d. Applicants are advised to read the notification, instructions to applicants, vacancy position carefully before filling up the application form.

- e. Applicants are advised in their own interest to submit online applications and pay prescribed fee much before the closing date and not to wait till the last date to avoid the possibility of disconnection/ inability or failure to login to the Online Registration Portal on account of heavy load on the portal during the closing days.
- f. The Department does not accept any responsibility for the Applicants not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason beyond the control.
- g. Before submission of the online application, Applicants must check that they have filled correct details in each field of the form. After submission of the online application form, no change/ correction / modification will be allowed under any circumstances. Requests received in this regard in any form like Post, Fax, Email, by hand, etc shall not be considered.
- h. The Applicant has to furnish declaration to the effect that all statements/inputs furnished by him/her are true, complete and correct to best of his/her knowledge and they will be supported by the original documents/testimonials as and when required/demanded. Any false, incorrect information found/detected at any stage, his/her candidature/appointment will be summarily rejected /terminated.

#### 17. **HOW TO APPLY:**

The eligible candidates have to fill up application online on the website URL <https://dopsportsrecruitment.in>

Online submission of applications contains 3 stages having Registration, Fee Payment and Apply Online.

##### **Stage 1- Registration:**

Candidates need to register themselves in online before proceeding to fill the application.

For registering the application, the candidate required to submit the basic details First Name, Middle Name, Surname, Father Name, DOB, Mobile Number, email, Aadhar Number, Gender, Community, Person with disability, whether Employed or not, if yes NOC available or not, SSC state of passing and year of passing, 10+2 state of passing and year of passing, driving knowledge and computer knowledge, address for communication and candidate needs to select the post name for which they are willing to apply.

Uniqueness of candidate registration will be observed based on the parameters like mobile number, email ID, first name, DOB etc., In other words a candidate cannot register twice. Similarly, one mobile, one email maps to the one successful registration.

##### **Stage – 2: PAYMENT OF FEE :**

- i) The candidate has to credit **Rs.200/- (Rupees Two hundred only)** through online payment in the website under Fee payment option or in any of the Head Post Offices in India for crediting through GDS fee portal specifying “Direct Recruitment of sports quota for Maharashtra Circle by producing Registration Number.
- ii) Woman candidates, transgender woman candidates and candidates belonging to Scheduled Castes (SC) and Scheduled Tribe (ST) are exempted from payment of fees.
- iii) The last date for payment of application fee is 27/11/2021
- iv) Fees once paid shall not be refunded under any circumstances.

### Stage – 3: Apply Online:

- i) **Sports Data Submission:** Candidate requires to enter details like sports discipline i.e. the name of the sport in which the candidate is claiming the sports quota basing on his eligibility.
- ii) **Uploading of Documents:** Candidate requires to upload the following documents. All the documents will be in JPG/JPEG format only.
  - a) A recent colour passport Photograph (50kb)
  - b) A legible Candidate's signature captured on white paper with black ink (10kb)
  - c) 10<sup>th</sup> class marks memo having date of birth in case the certificate does not have DOB, the DOB certificate requires to be uploaded in the other certificate option (200kb).
  - d) 10+2 or equivalent certificate (200kb).
  - e) Candidates belonging to OBC, SC/ST requires to upload the respective prescribed community certificate for the reference go through the format provided in the website and also go through the notification before uploading the certificate(200kb).
  - f) Candidate requires to submit appropriate Form which has been displayed in document upload option i.e. Annexure 1 to Annexure 5 only need to be uploaded (200kb).
- iii) **Circle Apply:** Candidate has to apply separately for each postal Circle against notification issued for Sports Quota recruitment based on their eligibility conditions. Application submitted for one postal circle will not be considered for other postal circle at any circumstances.

#### 18. DISCLAIMER:

- i. The Department of Posts reserves the right to cancel/modify this recruitment process at any stage without assigning any reason.
- ii. The Vacancies notified are subject to change without assigning any reason.
- iii. Success in the Proficiency in the game/Ground (field trial) does not confer any right to appointment unless Department is satisfied after such enquiry, as may be considered necessary, that the candidate is suitable in all respect for appointment to the post.
- iv. In case suitable candidates are not available in any of the above Games/ Sports, the Department of Posts will reserve its right not to consider such games/sports.

#### 19. GENERAL INSTRUCTIONS TO THE APPLICANT:

- a) Original documents viz, (i) Date of birth as entered in the Matriculation or Secondary School Leaving Certificate or in a certificate recognized by an Indian University as equivalent to Matriculation or in an extract from a Registrar of Matriculates maintained by a University (ii) educational qualification (iii) Sports eligibility certificate (iv) Best performance proof (v) Latest performance (vi) Caste certificate (SC/ST/OBC) in prescribed proforma (Annexure II to III) issued by competent authority, if any, etc. should invariably be uploaded along with the application form. Further self-attested latest coloured passport size photograph, shall also be uploaded.
- b) If the prescribed documents are not uploaded along with the application, the application will not be considered.
- c) Selected candidates shall be required to give an undertaking to the effect that they shall not apply for inter-change transfer before rendering regular service for a minimum period of 2 (two) years.
- d) All relevant documents and certificates will be required to be produced in original at the time of appointment.
- e) In case of failure to comply with the instructions / conditions prescribed in the notification, application will be rejected. No communication in this regard will be entertained.
- f) First name of the candidate should be as noted in SSC certificate.
- g) Candidate should fulfill the condition of Nationality/ citizenship as mentioned under para 7.

- h) Candidate can apply for any category of the posts mentioned in the Notification. If selection is considered for higher grade post, subsequent posts will be automatically forfeited for the said candidate.
- i) Candidates having participated in more than one sport/game are also eligible to apply duly uploading the certificates in proof thereof of such participations.
- j) Candidates who are already in service have to produce NOC before appointment. An undertaking should be given by the candidate in the application itself.
- k) In case the selected candidate did not turn up when offered appointment, next meritorious candidate will be considered for selection / appointment.
- l) Candidate can apply for any category of the posts mentioned in the Notification.
- m) Ex. Servicemen can also apply. However, they will not be given any special preference.
- n) Selected candidates must produce one of the Identification documents like Aadhaar card, PAN card, Driving licence, Voter ID or Passport at the time of verification of original documents.
- o) Caste Certificate for EWS/SC/ST/OBC issued from the Competent Authority in prescribed proforma as shown in the Annexure II to III under forms for submission is to be uploaded along with application. The certificates produced in any other format will not be accepted and applications will be summarily rejected. In support of caste certificate produced, the caste validity certificate issued by the caste scrutiny committee should be submitted whenever called for.
- p) A candidate seeking appointment on the basis of reservation to OBCs must ensure that he/ she possesses the requisite certificate and does not fall in creamy layer on the crucial date. The crucial date for this purpose will be the closing date for registration of online application.
- q) The candidates on appointment shall be liable for posting at any place in Maharashtra Circle i.e. Maharashtra state and Goa state and they are required to submit an undertaking to that effect while joining the service.
- r) The candidate should give an undertaking that he will serve the Department for a minimum period of 2 years if selected.
- s) Selected candidates shall be required to give an undertaking to the effect that they shall not apply for any transfer before rendering regular service for a minimum period of 2 years under this charge.
- t) Applicant who claims change in name after matriculation on marriage or re-marriage or divorce etc. the following documents shall be submitted.
  - i. In case of marriage of woman- photocopy of husband's passport showing names of spouses or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from husband and wife along with a joint photograph duly sworn before the Oath Commissioner.
  - ii. In case of re-marriage of women – Divorce deed / death certificate as the case may be in r/o first spouse and photocopy of present husband's passport showing names of spouse or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from the husband and wife along with joint photograph duly sworn before the Oath Commissioner.
  - iii. In case of divorce of women- Certified copy of Divorce Decree and Deed Poll/ Affidavit duly sworn before the Oath Commissioner.
  - iv. In other circumstances for change of name for both male and female: Deed Poll/ Affidavit duly sworn before the Oath Commissioner and paper cuttings of two



leading daily newspaper in original (One daily newspaper should be of the area of applicant's permanent and present address or nearby area) and Gazette Notification.

20. **PROBATION AND TRAINING:**

i)	Probation	The candidates selected will be appointed and will be on probation for a period of 2 years.
ii)	Training	The training will be imparted to the candidates selected as prescribed by the Department of Posts..

21. **REQUIREMENT OF SERVICE:**

Any person appointed to the post of Postal Assistant/Sorting Assistant, Postman/ Mailguard and MTS shall be liable to serve in the Army Postal Service (APS) in India or abroad as required.

- a. Applicant appointed to the post specified in this notification, is liable to be transferred anywhere in India, in the interest of service.

22. **POWER TO RELAX:**

Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

23. **SAVINGS:**

Nothing in this notification shall affect reservations, relaxation of age-limit and other concessions required to be provided for Scheduled Castes, Scheduled Tribes, Ex- Servicemen, Other Backward Classes and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

24. **No correspondence in person, e-mail, telephone etc. will be entertained.**

25. To support the candidate queries the helpline number and helpline email ID are as mentioned below.

**Helpline number: 022-22620768**

**Helpline email ID: [mahsportsrecruitment@gmail.com](mailto:mahsportsrecruitment@gmail.com)**

*M. Shantala Bhatt*

Asstt. Director Postal Services (Welfare & Sports),  
O/o Chief Postmaster General, Maharashtra Circle,  
Mumbai – 400001.

**Enclosures / Annexures**

- 1) Details of vacancy



<b>Annexure</b>				
Vacancies reserved for Sports Quota above the cadre of Postal Assistant (PA)/ Sorting Assistant (SA), Postman and Multi Tasking Staff (MTS)				
<b>A. Postal Divisions</b>				
Sl.No.	Region/ Division	Postal Assistant	Postman	MTS
(I)	Mumbai Region			
1	Mumbai GPO	4	3	5
2	Mumbai East	3	4	1
3	Mumbai West	5	7	1
4	Mumbai North	4	9	1
5	Mumbai South	0	4	0
6	Mumbai North East	6	14	1
7	Mumbai North West	3	9	1
	<b>Total</b>	<b>25</b>	<b>50</b>	<b>10</b>
(II)	Navi Mumbai Region			
1	Navi Mumbai	2	5	1
2	Thane (Central)	5	8	1
3	Palghar (Thane Western)	2	2	0
4	Nasik	2	6	0
5	Malegaon	0	1	0
	<b>Total</b>	<b>11</b>	<b>22</b>	<b>2</b>
(III)	Goa Region			
1	Goa	5	4	0
2	Sangli	2	1	0
3	Kolhapur	0	1	0
4	Ratnagiri	2	0	0
5	Sindhudurg	2	0	0
	<b>Total</b>	<b>11</b>	<b>6</b>	<b>0</b>
(IV)	Pune Region			
1	Pune city East	2	7	2
2	Pune City West	4	7	0
3	Pune MFL.	2	0	1
4	Satara	3	1	1
5	Solapur	2	0	0
6	Ahmednagar	1	1	0
	<b>Total</b>	<b>14</b>	<b>16</b>	<b>4</b>

(V)	Nagpur Region			
1	Akola	2	1	0
2	Amravati	1	3	0
3	Chanda (Chandrapur)	1	3	0
4	Nagpur City	6	6	0
5	Nagapur MFL.	3	1	0
6	Wardha	1	0	0
7	Yavatmal	1	0	0
	<b>Total</b>	<b>15</b>	<b>14</b>	<b>0</b>
(VI)	Aurangabad Region			
1	Aurangabad	3	3	0
2	Bhusawal	1	0	0
3	Jalgaon	1	2	1
4	Osmanabad	3	0	0
	<b>Total</b>	<b>8</b>	<b>5</b>	<b>1</b>
	<b>Total Vacancy</b>	<b>84</b>	<b>113</b>	<b>17</b>
(VII)	<b>Administrative units</b>			
1	Circle office/ RO	2	0	1
2	SBCO	7	0	0
3	PSD Nagpur	0	0	1
4	Foreign Post	0	0	1
	<b>Total</b>	<b>9</b>	<b>0</b>	<b>3</b>
<b>B. RMS Divisions</b>				
Sl.No.	Division	SA	Mail Guard	MTS
1	RMS "BM" Dn. Miraj	2	0	3
2	RMS "B" Dn.	0	0	3
3	RMS " F" Dn.	1	0	3
4	RMS "L" Dn. Bhusawal	0	0	3
5	Air Mail Sorting	3	0	2
6	Central Sorting	1	0	2
7	Mumbai Sorting	2	0	6
	<b>Total</b>	<b>9</b>	<b>0</b>	<b>22</b>
	<b>Grant Total</b>	<b>102</b>	<b>113</b>	<b>42</b>