

# PROSPECTUS

**REVISED NOTIFICATION  
FOR THE RECRUITMENT OF POSTAL  
ASSISTANT/SORTING ASSISTANT,  
POSTMAN AND MTS CADRE UNDER**

**SPORTS QUOTA**

**(FROM OPEN MARKET)**

**IN**

**BIHAR CIRCLE**

**(LAST DATE FOR PAYMENT OF APPLICATION FEE IS 21.12.2021)**

**(LAST DATE OF RECEIPT OF APPLICATION IS 31.12.2021)**

**भारतीय डाक विभाग**  
**Department of Posts, India**  
**मुख्य पोस्टमास्टर जनरल का कार्यालय, बिहार परिमंडल, पटना- 800 001**  
**Office of the Chief Postmaster General, Bihar Circle, Patna-800001**

No.: R&E/ SPORTS QUOTA/VACANCY

Dated at PATNA

22.11.2021

**DIRECT RECRUITMENT TO POSTAL ASSISTANT/SORTING ASSISTANT, POSTMAN AND MTS**  
**(Erstwhile Group 'D') CADRE UNDER SPORTS QUOTA IN BIHAR POSTAL CIRCLE**

**PROSPECTUS CUM APPLICAITON FORM**

A notification for filling up of the vacancies of PA/SA, Postman & MTS under Sports quota in Bihar Circle was issued on 08.03.2019. As per postal Directorate letter no. 17-07/2017-SPN-I(Pt) dated 26.03.2021 revised notification is being issued in partial modification of earlier notification dated 08.03.2019 for all 64 identified disciplines. Application received in response to notification dated 08.03.2019 shall remain valid and such candidates need to apply again/fresh as per Para(s) 1.3 and 1.4 respectively.

Applications are invited in the proforma given for the Direct Recruitment for filling up the vacancies of POSTAL ASSISTANT/SORTING ASSISTANT, POSTMAN AND MTS CADRE UNDER SPORTS QUOTA IN BIHAR POSTAL CIRCLE.

**1. For the candidates who have applied with respect to this office notification dated 08.03.2019:-**

1.1 Consequent upon issue of revised instructions for filling up of vacancies under Sports Quota; Applications in the prescribed format are invited from meritorious sports persons for the post of Postal Assistant/Sorting Assistant, Postman/Mail Guard and Multi Tasking Staff under sports quota in Bihar Circle.

1.2 However, the candidates who have already submitted their applications with respect to the earlier notification no: R&E/SPORTS QUOTA/VACANCY dated 08.03.2019 (referred to as Old Applicants here under) and the application complete in all aspects (along with requisite fees) was received in this office by due dates i.e 25.04.2019 through the prescribed mode of delivery (Speed Post/Regd. Posts), need not apply afresh and their earlier submitted application shall be considered for appointment with reference to the instant notification. However, application received by ordinary Posts/courier shall not be considered.

1.3 Old applicants may assure that they have sent their applications complete in all respect along with a copy of Indian Postal Order/UCR, all other requisite enclosures, sports certificates etc. They must be certain that their application had reached this office by due dates (25.04.2019). In case the applicant has an iota of doubt regarding timely receipt of application in this office, he/she can submit a fresh application with respect to the instant notification as the applications with respects to the earlier notification, received after due dates shall not be considered.

1.4 If an old applicant has obtained sports certificates after submission of his application with respect to the earlier notification, he/she shall submit a fresh application with respect to the instant notification along with requisite enclosures, sports certificate etc. But in such cases the crucial date of eligibility will be reckoned as per the instant notification. .

1.5 The old applicants willing to apply afresh are exempted from submission of application fee, subject to submission of a copy of earlier Indian Postal Order/UCR. If the earlier copy of Indian

Postal Order/UCR is lost/ misplaced the applicants have to pay the application fee again and furnish a copy of the fresh fee challan and original receipt along with the fresh application.

1.6 The old applicants should abstain from submitting fresh applications in any scenarios other than mentioned in Para 1.3 and 1.4 above as **in the event of receipt of two or more applications from a single applicant, the fresh application will be considered for selection** and any omissions/errors in the fresh application may result in disqualification from appointment.

1.7 All such old applicants who have become ineligible now but were eligible as per the earlier cut off date/crucial date for determining age limit (i.e 25.04.2019), will be considered for appointment, subject to fulfilment of other eligibility conditions and that their applications complete in all respect were received in this office by due dates (i.e 25.04.2019). However, the candidate who applies afresh with respect to the instant notification is required to meet the requisite eligibility conditions as per the fresh cut off date.

2. The details in this prospectus are applicable to recruitment of meritorious sports persons for the following posts under Sports Quota.

- a) Postal /Sorting Assistant in Post Offices or Railway Mail Service Offices
- b) Postman in Post Offices
- c) MTS (Erstwhile Group 'D') in Post Offices or Railway Mail Service Offices

3. **Vacancy Position:** - The details of cadre/post wise vacancy position are as follows: (In earlier notification i.e 08.03.2019, total vacancy was 35. Now vacancies arises during the year 2020 and 2021 have been added. Now the total vacancy is 60.)

S. No.	Name of the Division / Unit	PA	SA	POSTMAN	MTS
1	CO/RO	2	-	-	2
2	SBCO	5	-	-	-
3	Bhagalpur	3	-	-	-
4	Bhojpur	1	-	-	-
5	Gaya	1	-	-	-
6	Katihar	1	-	-	-
7	Munger	1	-	-	-
8	Muzaffarpur	1	-	-	-
9	Patna	1	-	2	1
10	Purnea	2	-	-	-
11	Rohtas	3	-	-	-
12	Saharsa	1	-	-	-
13	Samastipur	1	-	-	-
14	Saran	4	-	-	-
15	Siwan	4	-	3	2
16	NB Dn, Samastipur	-	4	-	2
17	PT Dn, Patna	-	6	-	1
18	U Dn, Muzaffarpur	-	1	-	2
19	CEPT Patna	-	-	-	3
	<b>Total</b>	<b>31</b>	<b>11</b>	<b>5</b>	<b>13</b>
	<b>Grant Total</b>	<b>60</b>			

**Note:** The CPMG, BIHAR Circle, PATNA reserves the right to post the selected candidates to any of the division mentioned above depending upon the category of post and also the discipline for which selected.

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#### 4. Scale of Pay-

a.	Postal Assistant / Sorting Assistant	Rs. 25500-81100 (Level 4 in Pay Matrix)
b.	Postman	Rs. 21700-69100(Level 3 in Pay Matrix)
c.	MTS	Rs. 18000-56900 (Level-1 in Pay Matrix)

#### 5. Probation and Training

- (a) **Probation:** Two years and successful completion of the mandatory Training prescribed by the Department of Posts.
- (b) **Training:** The training will be imparted to the selected candidates as Prescribed by the Department of Posts.

#### 6. Age limit: As on 31.12.2021 (last date of application)

**POSTAL ASSISTANT (SORTING ASSISTANT/POSTMAN):** BETWEEN 18-27 YEARS

**MTS:** BETWEEN 18-25 YEARS.

Relaxation in upper age limit upto a maximum of 5 years and as relaxed by Govt. of India for different categories. This concession will be admissible only to those sports persons, who satisfy all other eligibility conditions relating to educational qualifications etc. and furnish the sports certificate in the prescribed form issued by an authority as per proforma attached.

#### 7. Minimum educational and other Qualification required

##### i) For Postal/Sorting Assistant: -

- a) The candidates having passed minimum either 12th standard or equivalent qualification from a recognized board or university.
- b) The candidates will be required to furnish at least 60 days duration Basic computer Training Certificate from a recognized computer training institute before issuance of appointment letter. Computer Training Certificates from Central Government/State Government/University/Boards etc will also be acceptable for this purpose. This requirement of Basic Computer Knowledge Certificate shall be 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.
- c) Sports Qualification - As per Para 11 below.

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