



NATIONAL TRANSPORT CORPORATION

SCHEME OF SERVICE OF CASUAL DRIVER

POST : **Casual Driver**

BASIC REQUIREMENTS:(i) Possessing a valid bus driver's licence;

(ii) Secondary Education;

(iii) Age : 24 years above.

SALARY

(a) For the first four hours on any normal working day -Rs 376.11

(b) For every subsequent hour not exceeding four hours -Rs 94.34

(c) For every subsequent hour exceeding eight hours -Rs 141.51

DUTIES

Bus driver means an employee who is in possession of a valid driving license and who performs the following duties:-

1. The driver while on duty shall wear his uniform;
2. He shall refer to the duty chart everyday for the next day's duty and report for duty in time;
3. He shall sign the control chart as soon as he reports for duty and take over the bus allotted to him after checking all items as per the Driver's checklist;
4. He shall not smoke on duty;
5. He shall not work under the influence of alcohol;
6. He shall not loiter on delay operation of service as per the schedule timings;
7. He shall not when the vehicle is in motion, speak to the conductor or any person unless it is necessary to do so on grounds of safety;
8. He shall arrange to send message to the nearest office/depot in case of detention of vehicle consequent to any mechanical defect or other reasons;

9. If owing to ill health or any other unavoidable causes he is unable to attend his duty, he shall inform the depot/office well in advance;
10. He shall stop his bus when required at halting stages to pick up and getting down passengers;
11. In case of accidents he shall report the case to the police station and the Insurance Clerk as soon as reasonably practicable;
12. On completion of duty, he shall park the vehicle after getting the fuel and oil issued and report any defect in the breakdown report book;
13. He shall not reverse his bus without being guided by his conductor;
14. He shall be required to perform cognate duties.

07 July 2022