दक्षिण मध्य रेलवे /SOUTH CENTRAL RAILWAY

मंडल रेल प्रबंधक, कार्मिक शाखा, के कार्यालय, 4 मंजिल, संचालन भवन, सिकंदराबाद – 71

Office of the Divisional Railway Manager, Personnel Branch, 4th Floor, Sanchalan Bhavan, Secunderabad – 71

No. SCR/P-SC/228/TR.15/Gds Gd/60% /2018 Date: 01-11-2018.

All SMRs/SSs of SC divn., CHC/SC
All Commercial Supervisors, Inspectors & CTIs of SC divn.

NOTIFICATION

Sub: Formation of panel for the post of Goods Guards in Level-5 of Pay Matrix-2016 (Grade Pay of ₹ 2800) against 60% Departmental quota in Traffic (Running) Department of Secunderabad Division – Reg

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It is proposed to hold a selection for 276 (SC-26, ST-24, UR-226) vacancies of Goods Guard in Level-5 of Pay Matrix-2016 (Grade Pay of ₹ 2800) against 60% Dept. quota in Operating (Rg) Department.

1. Eligible Categories of staff as per Para 124[1] of IREM Vol-I.

All Serving regular non-ministerial Group'C' employees in the Operating and Commercial Departments with a minimum of three years of service as on the date of notification i.e. as on 01-11-2018 and are working **in the following categories** and fulfill the conditions as stipulated hereunder are only eligible to apply:

a) TNC in Level-2 (GP ₹ 1900), / Sr. TNC in Level-4 (GP ₹ 2400) with minimum service of three years as on 01-11-2018 in the category.
b) Commercial Clerks (Pre-merged) in Level-3 (GP ₹ 2000), TEs in Level-3 (GP ₹ 2000) with minimum service of three years as on 01-11-2018 in the respective post.
c) Yard staff: Pointsman/ Switchmen/ Leverman/ Shuntman in Level-2 (GP ₹ 1900) and Cabinman / Sr. Cabinman in Level-2 (GP ₹ 1900)/ Level-4 (GP ₹ 2400) with minimum service of three years as on 01-11-2018 in the respective post.
d) Shunting Master-Gr.II / Shunting Jamadar in Level-4 (GP ₹ 2400) with minimum service of three years as on 01-11-2018 in the respective post.

2. The vacancies earmarked for different streams are as under:

Sl. No.	Stream	Percentage	Vacancies
1	TNC /Sr.TNC	08%	37
2	COMMERCIALCLERK/TC	08%	37
3	POINTSMAN/CABIN MAN	37%	170
4	SHUNTING MASTER /JAMEDAR	07%	32
	TOTAL	60%	276

In case of adequate number of candidates from the eligible categories are not forthcoming, the shortfall in the particular category will be made good from the other eligible categories vide CPO/SC letter No.P(T)/529/Tfc.Rg.Staff dated 10-06-1999.

3. Mode of Selection:

In terms of Railway Board's Lr.No.E (NG) I/2000/PM1/41, dated 20-08-2003, S.C.N.144/2003, the positive act of selection to assess the professional ability of the candidate shall consist of only written test. The candidates have to obtain a minimum of 60% marks in professional ability for being considered for further selection process of perusal of service record. The post of Goods Guard being classified as "Safety Category post" there is no relaxation in qualifying marks to Reserved Community employees.

4. Procedure for written examination:

In terms of Railway Board's Lr.No.E(NG)I-2006/PM1/18,dated 30.08.2006, CPO/SC's S.C.No.142/2006, the written examination consists of objective as well as narrative type questions.

In terms of instructions contained in CPO/SC's S.C.No.47/96, questions on official language will form part of the professional ability for 10% of total marks. Inclusion of the questions on official language policy in the Question paper is compulsory but there shall not be any compulsion on the part of the candidates to answer such questions.

5. Pre-Selection Coaching:

In terms of instructions contained in Railway Board's Lr.No88-E(SCT)I/42/2, dated 8/11.01.1991.,CPO/SC's S.C.No73/91, pre-selection coaching to eligible SC/ST employees shall be imparted as per the syllabus for a period of 3 to 4 weeks. After completion of the pre-selection coaching, a certificate has to be issued by the controlling officer to the effect that all the eligible SC/ST employees have been imparted pre-selection coaching for a period of 3 to 4 weeks covering the syllabus prescribed for the examination. In case, any employee expressed his unwillingness for pre-selection, a written declaration to that effect may be forwarded to this office.

6. Question Bank:

In terms of Railway Board's Lr.No.E(NG)I-2006/PM1/34,dated 06.11.2006,CPO/SC's S.C.No.196/2006, updated Question banks covering the complete syllabus will be provided to the staff concerned or the same can be downloaded from the official website of www.scr.inidanrailways.gov.in. It is to advise that the Questions in 'Q' Bank are only indicative in nature but not exhaustive. Candidates are advised to keep update their knowledge/information from the latest rules, circulars and instructions issued by Administration. (It is the duty of the controlling officer to ensure that the question bank is circulated to all the eligible staff and postponement of selection due to non-circulation of question banks will be viewed seriously).

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7. Date of Examination:

The exact venue, date and time of examination to the eligible candidates will be intimated separately. There will not be any supplementary examination to the absentees in the main examination under any circumstances since the selection is conducted by calling volunteers from different categories.

8. Procedure for drawal of Panel:

In terms of Railway Board's Lr.No.E(NG)I-2008/PM7/4 SLP, dated 19.06.2009, CPO/SC's S.C.No.95/2009, the final panel shall be drawn in the order of merit based on aggregate marks of 'Professional ability' and 'Record of Service' since the zone of consideration is not confined to three times the number of staff to be empanelled and candidates being called from different categories of the same/other departments as the case may be, viz., Operating and Commercial Departments. However, a candidate must secure a minimum of 60% marks in the 'Professional ability' and 60% marks in the aggregate, for being placed on the panel and for final empanelment is subject to the availability of vacancies.

9. Last date for submission of Application:

The willing and eligible volunteers have to submit their applications in prescribed proforma enclosed with recent passport size photo duly affixed along with copies of relevant Educational qualification certificates duly attested by Gazetted Officer and Caste certificate in respect of SC/ST employees issued by the competent revenue authorities of the respective State Government(s) duly attested to their controlling supervisors on or before **30-11-2018** who will forward the applications in **one bunch** to the controlling officer on or before **03-12-2018**. The controlling officer has to forward all the applications in **one bunch** to Sr.DPO/SC together with DAR/SPE/Vig clearance on or before **05-12-2018**.

The applications which are incomplete, or received after the last date i.e. **after 05-12-2018** or without forwarding from supervisory official/Sr.DOM/SC **will not be considered** and no correspondence in this matter will be entertained.

10. Notifying the staff:

In terms of Railway Board's Lr.No.E(NG)I-72/PM1/166, dated 26.06.1972, CPO/SC's S.C.No.213/72, the Senior Subordinate/Supervisor concerned has to furnish a certificate that "the eligible candidates were duly notified the holding of the test and asked to submit their applications giving willingness or otherwise in writing" and forward the same to Sr.DPO/SC. It should be the personal responsibility of the Senior Subordinate/Supervisor to complete the formality in this respect. It is further advised that any other communication received in respect of the selection should invariably be intimated to all the eligible employees. In case of non receipt of any communication the same may be obtained from the Personnel department or from the Controlling Officer. Any laxity in this regard will be viewed seriously.

11. Additional Information for guidance to the Staff:

(i) The assessment under "Professional Ability" will be based on the marks secured by the individual employee in the written examination held as part of Selection.

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(ii) The "Record of Service" will be assessed as per the entries available in the Service Register/Personal records with respect to the educational qualifications, awards and punishments and based on the grading reported in the APARs/ACRs and their break-up is as under:

a)For Service Register: - - 10 marks (Max. marks)

(i)	Without any adverse entry	06 marks
(ii)	For each individual Railway Week cash award at the Divn./Unit level during the preceding 3 years	(+) 02 marks
(iii)	For each individual Railway Week cash award at the HOD level during the preceding 3 years	(+) 03 marks
(iv)	For each individual Railway Week cash award at the General Manager/Rly Board level during the preceding 3 years	(+) 04 marks
(v)	For each minor penalty during the preceding 3 years	(-) 01 marks
(vi)	For each major penalty during the preceding 3 years	(-) 02 marks

b)Academic/Technical Qualification: - - 05 marks (Max. marks)

(iii) The candidates who have qualified in the written examination, but not only fit in Aye Two medical classification, will be directed for medical examination. If they are found fit in Aye Two medical classification, their cases will be considered for further stage of selection i.e., scrutiny of service records. The employees who are empanelled for the post of Goods Guard have to undergo initial training at ZRTI/ MLY and after successful completion of training, they will be promoted as Goods Guard.

The staff selected and promoted as Goods Guard will have to seek further promotions as per Avenue prescribed to Goods Guard and no requests for re-patriation to their parent category will be entertained under any circumstances.

Wide publicity may be given to the above notification.

Syllabus for the above selection is enclosed as Annexure- A.

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Encl: As above.

(अनुराग वाधवा/ANURAG WADHWA)
सहायक कार्मिक अधिकारी/II/ सिकं/ APO/I
for Sr.Divisional Personnel Officer/SC

C/- Sr DOM /SC for information. It is requested to arrange to up load the Question Bank consisting of objective type questions with answers as well as narrative type questions as per the Syllabus enclosed with the notification on the official Website immediately.
C/- Sr.DCM/SC for information.
C/- OS (P)/ Centralized selection cell for information and necessary action.
C/- OS/PNM section for information.
C/- O.O file

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for Sr.Divisional Personnel Officer/SC

Recent Passport size Photo to be Affixed and Attested by concerned Supervisor

Proforma of Application

Contact Phone No

Application for Selection to the post of Goods Guard in Level-5 of Pay Matrix-2016 (GP ₹2800) in Operating (Rng) department against 60% Departmental Quota under DRM/P/SC's Notification dated 01-11-2018

1. Name of the applicant (in block letters) :
2. PF Account number :
3. Father's name
4. Date of birth & Age (As on 01-11-2018) :
5. Date of Appointment :
6. Present Designation/ Station :
7. Present Pay Band & Grade Pay :
8. Date of entry into present grade :
9. **Total length of service** in PM A/TE/CC and above: **(As on 01-11-2018)** : _____years ___ months ___ days
10. Educational Qualification : (True copies of certificates to be Enclosed duly attested by a Gazetted Officer)
11. Community : (Attested copies of Caste certificate in Prescribed proforma)
12. DAR/SPE/Vig cases if any :

I here by declare that the above information is true to best of my knowledge and belief. In case any information is found to be false I am aware that my candidature will be terminated and I am liable to be taken under D & A Rules 1968.

Date :
Station: Signature of the applicant.

Forwarded to Sr. DOM/SC for further action and the above particulars are verified and found to be correct.

Date :
Station : Signature of the immediate Supervisor With stamp

Name:
Desig:

Verified and counter signed and forwarded to Personnel Branch

Date:
Station: Signature of the Controlling Officer
Desig/Stn.

ANNEXURE- A

SYLLBUS FOR SELECTION TO THE POST OF GOODS GUARD IN LEVEL-5 OF PAY MATRIX-2016 (GRADE PAY ₹ 2800) AGAINST 60% DEPARTMENTAL QUOTA.

01. General knowledge relating to Indian Railway regarding names of important junctions on South Central Railway, longest platform, etc.,

02. Basic knowledge of Railway working, trains – Passenger, Mail/ Express, Super fast, Goods Trains etc.,

03. Different gauges in Indian Railways, inter- distance between rails.

04. Stations, way side stations, junction stations- differences.

05. Amenities for passengers at stations.

06. Types of signals- semaphore (TALQ, MAUQ) colour lights etc.,

07. Simple Arithmetical calculations- additions, multiplications, divisions.

08. Letter writing in English, Hindi.

09. Test of basic knowledge in Indian Railways.

10. Different Zones in Indian Railways.

11. Names of Railway Ministers, CRB, General Manager, S C Railway and DRM's of the Divisions to test awareness.

12. Official language policy and implementation.

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