



दक्षिण मध्य रेलवे, SOUTH CENTRAL RAILWAY

नांदेड मंडल, NANDED DIVISION

Divisional Office, Personnel Branch, Nanded- 431605.

No. SCR/P-NED/210/P-9/Admin-Cad/S&WI/ Vol.II

दिनांक/Date: 26.04.2023

All Concerned

NOTIFICATION

Sub: Selection to the post of Staff & Welfare Inspector in Level-6 of 7th CPC Pay Matrix against 35% Quota in Personnel department on Nanded Division.

It is proposed to fill up 02 vacancies (UR-01, SC-01, ST-Nil) in the category of Staff and Welfare Inspector in Level-6 of 7th CPC Pay Matrix against 35% Quota in NED Division by calling for volunteers from all departments of NED division (except RPF and Accounts departments) who fulfill the following eligibility criteria as on date of notification.

1	Eligibility and Service conditions	i) Group 'C' staff in possession of any of the following qualifications irrespective of the grade or length of service or other educational qualification. a) Diploma in Labor Welfare/Social Welfare. b) Diploma in Labor Laws. c) LLB with paper(s) in Labor Laws. d) Post Graduate Diploma in Personnel Management awarded by an institution recognized by the Government of India; e) MBA with Paper(s) in Personnel Management awarded by an Institution recognized by Government of India and f) MBA/HR [RBE No. 11/2020] Provided further, that eligibility of staff in possession of qualification as mentioned above will also be subject to the condition they have successfully completed the probation in the respective grade. ii) Staff in Level-1 of 7th CPC Pay Matrix who have completed at least 7 years of regular service in Level-1 and in possession of any of the qualification mentioned at (i) above. iii) Staff in the Level next below the Level of S&WI i.e. those in Level-5 and in Level-4 of Pay Matrix with 5 years of service in the respective Levels in case the higher Level does not fall in the normal line of advancement, otherwise 5 years of service together in these grades. iv) Staff in the Level-5 and in Level-4 of Pay Matrix who are Graduates irrespective of the length of service in these Levels provided that staff concerned have successfully completed the probation in the respective Levels. v) Staff in the Levels lower than the Level next below the Level of S&WI i.e. those in Level-3 and Level-2 of Pay Matrix who are Graduates and who have completed not less than 7 years of service in the respective Level in case the higher grade does not fall in the normal line of advancement, otherwise, 7 years of service together in these grades. {Authority Rly Bd's Lr. No. E(NG)2002/ PM4/1, dated 12.07.2002 (PCPO/SC's S.C.No. 147/2002)}
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2	Syllabus	1. General Knowledge 2. Establishment Matters – Rules/Procedures 3. Industrial/Labor Legislation 4. Staff Amenities 5. Aptitude 6. Industrial Relations, Legal Establishment Matters 7. Staff Grievance Redressal System and Staff Welfare 8. Discipline and Appeal Rules, Implementation of action arising out of vigilance matters, Conduct Rules 9. Settlement and Management of Post Retirement benefits 10. Information Technology/Computer Knowledge 11. Official Language -Policy and Rules. [Optional]
3	Model Question Bank	The Model Question Bank is available of S.C. Railway Website- www.scr.indianrailways.gov.in The Model Question Bank is only indicative in nature but not exhaustive. The examinations are advised to update their knowledge with latest rules/circulars/policies:
4	Mode of examination	a) The selection consists of a written examination followed by perusal of service records. b) Question Paper will be 100% Objective Type with multiple choice with negative marking for incorrect answers. One third of the marks allotted for each question will be deducted for wrong answers. c) Cutting, over-writing, erasing or alteration of any type in the answer will not be accepted. Zero marks will be given for answer having correction/over writing. Answers shall be indicated on OMR sheet. (Ref: PCPO/SC S.C.No. 212/2018) d) The Question Paper will consist of 110 questions including 10 marks on Official Language -Policy and Rules [Optional]. If candidates attempt more than 100 questions, first 100 attempted questions only will count. e) Question Paper will be issued in bilingual i.e. in English and Hindi.
5	Empanelment	1. In term of CPO/SC S.C.Nos. 95/2009 and 15/2014, the final panel will be drawn in the order of merit based on aggregate marks of Professional Ability and Record of Service. However, a candidate must secure a minimum of 60% marks in Professional Ability and 60% marks in the aggregate for being placed on the panel as per merit. 2. There will be no classification of candidates as 'Outstanding' 3. Formation of panel shall be provisional and is subject to the outcome of ongoing litigations/court cases on the subject. 4. Should be found fit in prescribed medical classification at the time of empanelment.
6	Other conditions	A) Staff working in Level-6 or above on regular basis are not eligible to apply for the above selection. B) The eligible employees who have volunteered and got selected for the post of S&WI in Level-6 and posted as such shall progress further in the cadre of S&WI only and cannot go back to their parent cadre. C) A declaration to that effect should be given by the volunteers which is incorporated in the application. D) The selected employees are liable to be posted anywhere on NED divn.

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7	How to Apply	➤ The eligible employees should submit the application in the prescribed format [Annexure 'A'] on good quality A-4 size paper using one side only, through proper channel. ➤ They should fill up the application form in their own writing with blue/black ink ball point pen only. ➤ All the relevant columns in the application should be filled and strike out the inapplicable columns and forwarded duly signed by the controlling supervisor/officer wherever required. ➤ Employee should affix his/her recent passport size photograph on the application which shall be attested by controlling supervisor concerned.
8	Important Dates	Last date for receipt of applications in this office – 25.05.2023 Date of publication of Eligibility List – 23.06.2023 Tentative Date of Written Examination – 24.07.2023 The Venue and time of the written examination will be advised separately. NOTE:- <u>There shall be no Supplementary Exam. Since the selection is by calling volunteers.</u>

Wide publicity should be given to this notification amongst the eligible staff of all the department. The controlling officer/supervisor concerned shall give wide publicity to this notification amongst the eligible staff working under their control under clear acknowledgement and the same may be forwarded to this office without fail. A copy of this notification should be displayed on a notice board at a conspicuous place. All the Supervisors concerned should ensure the same.

Staff who are on deputation/leave/sick should also be notified to enable them to submit their applications through proper channel in time. It is the responsibility of the concerned supervisor to bring the notification to the notice of staff on deputation/leave/sick under clear acknowledgement and a copy of which may be sent to this office for record.

If any complaint is received from the employees for not being notified of the above said notification, Supervisory staff concerned will be held responsible.

In terms of Railway Board's letter No. E(NG) 1-72/PM 1-166, dated 26.06.1972 (PCPO/SC's S.C.No. 213/72), the Supervisors concerned have to furnish a certificate that "the eligible employees were duly notified of the above notification and asked to submit their applications duly giving their willingness" and forward the same to the undersigned. It is the personal responsibility of the Supervisor concerned to complete the formality in this respect.

Controlling Officers should forward the applications received from staff in one bunch with covering letter addressed to DPO/Co-ord/NED on or before the last date. Applications received after last date or other than in prescribed proforma will not be considered.

This Notification is available on Nanded Division website – <https://SCR.indianrailways.gov.in/about us/Division/Nanded/Personnel>

This issues with the approval of competent authority.

Encl: Proforma of Application (Annexure-A)

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26.04.23

कामोद कुमार झा /Kamod Kumar Jha

सहायक कार्मिक अधिकारी (इंजी)/APO(Engg)

कृते मंडल कार्मिक अधिकारी/ समन्वय/नांदेड/ (for DPO/Co-ord/NED

C/- All Branch Officers and Supervisors concerned for information and necessary action.

C/- Dy.CVO(P)/SC for kind information.

C/- OS/Confidential section for information and necessary action.

C/- DS/SCRES, SCR MU, AISCTRE/Assn. Nanded.

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कृते मंडल कार्मिक अधिकारी/ समन्वय/नांदेड/ (for DPO/Co-ord/NED

Mobile No.

Application for the post of Staff & Welfare Inspector in Level-6 of 7th CPC
Pay Matrix against 35% Quota in Personnel Department of
Nanded Division.

Affix recent
photograph
attested by
controlling
supervisor

1. Name of the Employee :
2. P.F.No. :
3. Date of Birth (DD/MM/YYYY) :
4. Community SC/ST/UR :
(attested copies should be attached)
5. (a) Date of Initial Appointment :
(b) Appointed as :
(c) Level :
6. (a) Present Designation :
(b) Date of entry in Present Level :
(c) Level :
7. Non-Fortuitous service in Level as on 26.04.2023

Name of the Post Level	Period		Total Service		
	From	To	Years	Months	Days

8. Educational Qualification :
(attested copies to be enclosed)

I declare that the information furnished above are correct to the best of my knowledge. I am aware that I will be liable for disciplinary action in case any information furnished is proved to be false at a later date. In the event of my successful empanelment for the post of S&WI and posted as such, I will not seek reversion to my substantive post and unit.

Place: _____

Date: _____

Signature of the employee

Forwarded to DPO/Co-ord/O/NED for further action

It is certified that the details furnished above by the employee is correct and as per the records maintained in this office.

Date: _____

Signature of the controlling officer
Designation and office seal

Kamod
26.04.23