

**South Eastern Railway**

Office of the DRM(P/RNC)  
Dated: 03.04.2024

No. SER/P-RNC/EE/JE(P Way) 20% DPQ/24  
To  
The Sr. Divisional Engineer (Co-ord),  
S. E. Railway Ranchi

Sub: Seniority-cum-Suitability for promotion to the post of JE(P. Way) in Level-6 of 7<sup>th</sup> CPC Pay Matrix against 20% DPQ in Civil Engg. Department of RNC Division

In order to fill up of 04 (Four) vacancies (**UR=02, SC=01, ST=01**) of JE (P. Way) in Level-6 of 7<sup>th</sup> CPC Pay Matrix against 20% DPQ, it has been decided to call for applications/option forms from the eligible staff of Civil Engineering Department of RNC Division possessing the required educational qualifications and fulfilling the service condition as detailed below.

**1. ELIGIBILITY CRITERIA**

The vacancies are to be filled up through the process of Seniority-cum-Suitability from amongst the eligible staff Track Maintainer-I with GP Rs 2800/- (6<sup>th</sup> CPC)/Level-5 of 7<sup>th</sup> CPC Pay Matrix in Civil Engineering Department of RNC Division having qualification of ITI or Class-X Board examination.

The cut-off date for determining the eligibility of staff should be the date of issue of notification. As such the volunteering employees should fulfill the service conditions of age and educational qualification and other service conditions as on the date of issue of this notification i.e. 03.04.2024.

**2. MODE OF SELECTION**

The mode of selection is Seniority-Cum-Suitability with Prescribed Bench Mark in last 03(Three) Years APARS. After receipt of applications from eligible Track Maintainer-I of the Division, integrated seniority list will be prepared by this office and senior most staff will be selected for the post of JE(P. Way) provided they should have Prescribed Bench Mark of at least 06 out of 15 in the APAR of last 03 years. If any case the senior most Track Maintainer-I of the integrated seniority list does not have Prescribed Bench Mark in the APARS of last 03 years, then his next junior in the integrated seniority list will be considered for the said suitability. Staff having medical classification below Aye Three (A-3) category will be subjected for passing medical classification in Aye Three (A-3) category if they selected for the post before sending them for pre-promotional course training.

**3. CLOSING DATE:**

The closing date of submission of option application by the eligible staff in the prescribed Proforma i.e. Annexure-A to their respective Unit is 26.04.2024. The controlling officer should forward the option application(s) to this Office by 02.05.2024.

**4. TRAINING**

Selected candidates to be undergone necessary training as per extant rule.

**5. NOTIFYING TO THE STAFF:**

5.1 Wide publicity should be given amongst eligible staff of Engg. Department of RNC Division. The copy of notification should be displayed on notice board at conspicuous place. All the supervisors concerned should ensure the same to avoid any complaints at a later date.

5.2 Staff who is/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 Senior Subordinate/Supervisor concerned to bring the notification to the notice of staff on deputation/leave/sick under clear acknowledgement and should be forwarded to this office without fail.

5.3 Any laxity in this regard will be viewed seriously.



## **6. HOW TO APPLY:**

6.1 The employees should submit the application in the prescribed format through proper channel enclosed as Annexure "A".

6.2 They should fill up the application form in their own handwriting with blue or black ball point pen only.

6.3 It may be noted that all the relevant columns in the application should be filled completely & strike out the inapplicable columns indicating as "NA" and the concerned officer should forward the same duly verifying the service particulars, failing which the applications will not be considered/entertained.

## **7. LAST DATE FOR SUBMISSION OF APPLICATIONS,**

7.1 The controlling officer has to forward all the applications in a consolidated bunch to this office on or before 02.05.2024.

7.2 Applications received after the last date will summarily be rejected without assigning any reason.

7.3 The applications received beyond the last date should not be entertained and rejected invariably by the controlling supervisors/officers and the same will not be forwarded to this office.

## **8. GENERAL CONDITIONS:**

8.1 Before applying to the post employee should carefully read the instructions and ensure that he/she fulfills all eligibility conditions at the time of submission of application.

8.2 Selected candidates are liable to be posted anywhere in Engg department of RNC Division according to availability of vacancy.

8.3 Mere submission of application does not confer any right of promotion to the candidates.

8.4 Admission of the employee at all stage will be purely provisional subject to satisfying the prescribed conditions.

8.5 On receipt of the applications from the willing staff, the service particulars i.e. date of birth. Date of appointment & grade, Date of promotion to TM-III, TM-II and TM-I etc, will be verified by the concerned Bill unit dealers as per records available in service sheets and if detected any mismatch the application will be rejected. Thereafter eligibility list will be published for conducting Suitability Test for promotion to JE(P.Way) against 20% DPQ.

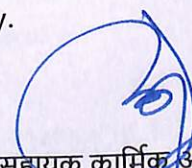
8.6 Due care will be taken in verifying the employees details from service records. However, each employee is also equally liable & responsible to furnish his own service particulars in the applications, and, also equally liable & responsible for non furnishing of service particulars in the application.

## **9. GENERAL INFORMATION:**

9.1 If any discrepancy is found at any stage in regard to the applicant the candidature is liable to be cancelled at any stage of suitability without any information.

9.2 Administration has the right to postpone/cancel at any stage of the aforesaid suitability without assigning any reason if any irregularity is found during the time of suitability.

Encl: Annexure "A"

  
02/04/2024  
सहायक कार्मिक अधिकारी  
कृते वरि. मंडल कार्मिक अधिकारी  
द. पूर्व रेल्वे, राँची



Proforma of application for filling up of the post of JE(P. Way) in Level-6 of 7<sup>th</sup> CPC Pay Matrix against 20% DPQ in Civil Engg. Department of RNC Division

(Please read the notification carefully before filling up the application form)  
(Through proper channel)

### Instructions

1	Option form duly filled in all columns will be accepted forwarded through proper channel
2	No application will be accepted after the due date.
3	No application will be entertained without signature of the immediate controlling officer.
4	Signature and date both are compulsory, otherwise application will be rejected.

To

The Sr. Divisional Personnel Officer,  
South Eastern Railway, Ranchi

1	Name (in Block Letters)			
2	Present Designation (mention Deett. & Office with Pay Level 7 <sup>th</sup> CPC Pay Matrix)	Substanting capacity (Adhoc etc.) Department & Controlling Officer, Pay Level (7 <sup>th</sup> CPC Pay Matrix)		
		Officiating capacity: Department & Controlling Officer, Pay Level (7 <sup>th</sup> CPC Pay Matrix)		
3	Place of posting/Station/Unit			
4	PF No /Employee No			
5	Date of Birth			
6	Community (UR/SC/ST/OBC as per Service record)			
7	Date of Appointment/station/Dept Rly with Designation			
8	Date of regular posting in Track Maintainer-I			
9	Date of regular posting in Track Maintainer-II			
10	Date of regular posting in Track Maintainer-III			
11	Qualification with stream if any (As per service Record)	Educational Qualification (Mention year of passing)	Technical Qualification (if any) with Trade	
12	Personal contact details	Rly Telephone No.	Mobile/CUG No.	
13	Fit in Medical category			
14	Email ID (if any)			
15	List of enclosures (if any)			
16	Declaration: I the undersigned, hereby declare that the particulars furnished above are correct and true to the best of my knowledge. Any of the above particulars are found incorrect/false in future at any stage of selection even after of implementation of panel my candidature will be rejected and I shall be liable for any consequence as deem fit by the Competent Authority as per rules. I have read the contents of the notification and agree to abide by the Rules, regulation and procedure prescribed for the said suitability. I do hereby declare that, I will not back track at any stage on being selected for promotion			

Date & Station

Signature of the Applicant

Forwarded to Sr. DPO/RNC for necessary action. The particulars furnished by the staff are verified and found correct, it is also certified that no application is left behind in this unit.

Signature of the Supervisor with date and Seal

Particulars of the employee have been verified and found correct as per available office records

Signature of Bill Compiling Officer