

To  
The Sr.Divl. Operation Manager/Adra  
&  
All concerned Supervising Units  
S.E.Railway, Adra Division.

Sub: Selection for promotion to the post of Section Controller (Safety category) in PB & GP ₹ 9300-34800/- + GP. ₹. 4200/- against 75% DPQ.

It has been decided by the competent authority to hold a selection to form a panel of 11(eleven) candidates (UR=06, SC=04, & ST=01) for the post of Section Controller in PB. & GP. ₹9300-34800/- + GP ₹ 4200/-.

The following categories of staff of operating department who are within the prescribed age limit of 48 years may apply for the post.

- 1) Goods Guard in PB ₹ 5200-20200/- + GP. ₹.2800/-
- 2) Asstt. Station Master (ie. ASM, AYM, Jr.DTI of identified cadre) in PB ₹ 5200-20200/-+GP. ₹2800/-.

Applicants must be below the age of 48 years as on 24.06.15. (date of notification). The empanelled candidates have to be put in minimum 02 years of service in the respective eligible categories, for promotion to the post. The reserved community candidates should enclose attested photocopy of caste certificate along with application.

Eligible staff fulfilling the above conditions may submit their applications/options as per enclosed proforma to their Unit in-charges/Sr.Subordinates who will receive the applications/options up to **22.07.15** and forward the same in a bunch to the office of Sr.DOM/Adra which in turn will send the same to this office by 29.07.15. It is made clear that no application/option will be accepted by this office after 29.07.2015.

This should be given wide publicity amongst the eligible staff and care should be taken, so that there should not be any complaint of non receipt of information from any unit.

The selection will consist of written test followed by scrutiny of SRs/ACRs of those who will qualify in the W/Test. The panel will be formed in order of merit in terms of Estt.Srl.No.132/09.

Encl : Proforma of application.

(Md.Ibrar)

Asstt.Personnel Office r-I  
For-Sr Divl.Personnel Officer  
S.E.Railway/Adra

*Copy to ADRM/Adra for upload the website*

Copy to – Ch.DT(M)/Adra – He will please ensure proper circulation of the notification to all concerned.

For-Sr.Divl.Personnel Officer  
S.E.Railway/Adra

PROFORMA

To  
The Sr.Divl.Personnel Officer  
S.E.Railway/Adra

(Through Proper channel)

Reg: Selection to the post of Section Controller in PB.Rs.9300-34800/-+  
GP.Rs.4200/- against 75% DPQ.

Ref: Your letter No.SER/P-ADA/ET/210/14/SER dtd.24.06.2015.

In reference to the above notification of option I beg to offer myself as a candidate for the said selection.

My service particulars are appended below:-

- 1) Name (In Block letters)
- 2) Father's name
- 3) Caste
- 4) Designation
- 5) Working under/Station
- 6) Date of birth
- 7) Date of appointment
- 8) Present pay
- 9) PB & GP
- 10) Date of promotion to the present grade
- 11) Educational Qualification
- 12) Age as on the date of notification
- 13) Bill Unit No. & PF/Emp.No.
- 14) Place
- 15) Date

Yours faithfully,

(Signature of the candidate)

Forwarding of Supervisor  
with Seal

Particulars are verified and found correct.

Signature of Dealer of Bill

Countersigned by Ch.OS/Optg./Rg.Bill.