



दक्षिण पूर्व रेल्वे  
SOUTH EASTERN RAILWAY  
मुख्य कार्यालय / Headquarters Office  
कार्मिक विभाग / Personnel Department  
गार्डन रीच / Garden Reach;  
कोलकाता - 43/ Kolkata - 43.

No.- SER/ P-HQ/EN/227/Instr. STTC/KGP/2015.

Date:- 31 December 2015.

All Concerned,  
SER/ECOR/SECR.

### NOTIFICATION

Sub : Filling up the posts of Instructors(ex-cadre) in various  
Categories at STTC/S.E.Railway/KGP.

Applications are invited from eligible permanent Railway employees of S.E. Railway/ E.Co.Railway and SEC Railway for filling up the posts (ex-cadre) of Instructors (Signal / Tele) in the prescribed proforma enclosed herewith as Annexure 'A' who are below the age of 52 years as on 01.01.2016. Willing candidates shall be posted at STTC/KGP for a tenure not exceeding 8 (Eight) years or shall be repatriated to their parent organization prior to their retirement (whichever is earlier). Details of vacancies and eligibility criteria are given below:-

#### 1) Details of vacancy & eligibility criteria:

Srl.	Name of the ex-cadre posts of STTC/ KGP with Pay Band + GP	No. of Vacancy	Eligibility criteria
1.	Instructor (Sig.)(Jr. Eng./Sig.) Pay Band Rs.9300 – 34800/- + Grade pay Rs.4200/-	4(Four)	Regular JE(Signal) employed in Pay Band Rs. 9300-34800/- + Grade Pay Rs. 4200/- Should have working experience of 03 years as Jr. Engineer (Signal)
2.	Instructor (Tele.)(Jr. Eng./Tele.) Pay Band Rs.9300 – 34800/- + Grade pay Rs.4200/-	3(three)	Regular JE(Tele) employed in Pay Band Rs. 9300-34800/- + Grade Pay Rs. 4200/- Should have working experience of 03 years as Jr. Engineer (Tele)

#### 2. Eligibility Criteria:

a)	Age of the applicants	Below 52(Years) as on 01.01.2016
b)	Tenure	Normally 8 (eight) years. After completion of the tenure or 2 years before retirement they shall be repatriated to their parent organization. No staff will be allowed to retire from the ex-cadre post of Instructor/STTC/KGP.
c)	Qualification	Three years Diploma in (a) Electrical / Electronics / information Technology / Communication Engineering OR (b) a combination of any sub of basic streams of Electrical / Electronics / Information Technology / Communication Engineering from a recognized University / Institute.
d)	Mode of Selection	Eligible staff/candidates will have to undergo Viva-Voce in addition to written test, i.e. Written followed by Viva-Voce for those qualifying in the written test.

31/12/15

3. **Training Allowance/Teaching Allowance:-** All the optees for the ex-cadre posts of Instructors /STTC/KGP are hereby informed that their monetary incentives will be regulated in terms of the provision laid down under Board's letter no.- E(MPP)2002/13/2. Dated – 14.01.2007 (SER Estt.Srl. No.- 14/2007).


4. Selected faculty members shall be permitted to retain their railway quarter at their previous place of posting for the full tenure of posting in the Training Institute, Vide RBE no.- 87/2013 (SER E.S. No.- 100/2013) .

5. Applicants, who had earlier worked as Instructor/STTC/ KGP may also apply for the abovementioned Ex-cadre posts of STTC/KGP, provided they have completed at least one year since repatriation from STTC/KGP and fulfills eligibility criteria. Candidates, who are not selected by the screening committee but performing duties of Instructor/ STTC/ KGP, on local arrangements basis, should apply through proper channel.

**Last date of Submission of application to the controlling officer of the respective units: - 25<sup>th</sup> January 2016.** Personnel Officer/Controlling Officer will check the correctness of all the particulars in the application with Service Registers and other relevant records and certify the correctness of each item of the application and affixing signature with an endorsement as checked and verified. Complete application duly signed by the controlling officer should reach the office of the under signed latest by 1<sup>st</sup> February 2016.

Detailed instruction and proforma are also uploaded on [www.ser.indianrailways.gov.in](http://www.ser.indianrailways.gov.in). Railways are also requested to ensure wide publicity of the notification among the eligible employees.

Encl.- Application proforma in Annexure – "A"

  
(एस.के.पात्र/S.K. Patra) 31.12.15

व.का.अ(II)/ Sr. Personnel Officer (I)

कृते मु.का.अ/ For Chief Personnel Officer

No.- SER/ P-HQ/EN/227/Instr. STTC/KGP/2015.

Date:- 31 December 2015.

Copy forwarded for information, wide publication and necessary action to the:-

- 1) CSTE/ SE Railway/ GRC.
- 2) CSTE / CPO / ECoRailway/BBS
- 3) CSTE / CPO / SECRailway/BSP
- 4) CSTE(Proj) / CSE / CCE / GRC
- 5) Dy. CSTE(HQ) / GRC
- 6) Sr. DSTE / DSTE / ADA / CKP / KGP / RNC
- 7) Sr. DPO / ADA / CKP / KGP / RNC

  
कृते मु.का.अ/ For Chief Personnel Officer 31.12.15

**ANNEXURE – "A"**

**Proforma of application for the post of Instructors/STTC/KGP (Ex-cadre)**  
 [Please read the notification carefully before filling up the application form]  
 [THROUGH PROPER CHANNEL]

Instructions:-

- i. Option form duly filled in all columns will only be accepted through proper channel.
- ii. No application will be accepted after the due date of forwarding applications i.e. from the divisions/units.
- iii. No application will be entertained without signature of the immediate Controlling Officer.

Please write the name of the post with grade pay	
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**To**  
**The Sr. Personnel Officer (I)**  
**S.E. Railway; Garden Reach**  
**Kolkata – 43.**

<b>1.</b>	<b>Name (in BLOCK letter)</b>						
<b>2.</b>	<b>Present designation (Mention Deptt. &amp; Office) with pay band and grade pay</b>	Officiating capacity (Adhoc etc.): Department & Controlling officer: Pay band & G/pay: Substantive: Department & Controlling officer: Pay band & G/pay:					
<b>3.</b>	<b>Place of posting</b>	Station/unit	Division	Railway			
<b>4.</b>	<b>P.F. No./ PRAN no.-</b>						
<b>5.</b>	<b>Date of Birth:DD/MM/YY</b>						<b>6.a) Date of appointment:DD/MM/YY</b>
<b>6.</b>	<b>Date of promotion to the present substantive post</b>						
<b>7.</b>	<b>Qualifications (As per service record)</b>	<b>Educational Qualification (mention Year of Passing)</b>				<b>Technical qualification, (if any)</b>	
		<i>Matriculation</i>	<i>H.S.</i>	<i>Degree/ Diploma</i>	<i>M.Degree</i>		
<b>8.</b>	<b>Fluency in language (put 'yes')</b>	<b>English</b>	Read	Write	Speak		
		<b>Hindi</b>	Read	Write	speak		
<b>9.</b>	<b>Details of working experience as Instructor at STTC/KGP</b>		From	To			
<b>10.</b>	<b>List of Awards/ Certificate of merits merit/ Achievements etc (if,any)</b>						
<b>11.</b>	<b>Special aptitude/ Hobbies or subject of interest</b>						
<b>12.</b>	<b>Personal contact details</b>		Railway telephone no.		Mobile/CUG no.		
			e-mail address				

(Continued to page – 2)

(proforma of application continued from page - 1)

13.	Please indicate within 50 words why do you wish to apply for the post of instructor.
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I, the undersigned, hereby declare that the particulars furnished above are correct and true to the best of my knowledge.

Date & Station:

\_\_\_\_\_  
(Signature of the applicant)

[Instruction: Signature and date both are compulsory, otherwise application will be rejected]

[FOR OFFICIAL USE ONLY]

Forwarded to the personnel branch with "no objection".

\_\_\_\_\_  
(Divisional controlling officer)

\_\_\_\_\_  
(Hqr. Controlling officer, in the case of employees of SEC Rly and E. Co. Railway)

Particulars of the employee have been checked and found correct as per available official records. Forwarded to the Sr. Personnel Officer/ SE Railway/ Garden Reach/ Kolkata.

\_\_\_\_\_  
Assistant Personnel Officer)

\_\_\_\_\_  
(Hqr. Personnel officer, in the case of employees of SEC Rly and E.Co. Railway)