

South Eastern Railway

Office of the
Sr. Divl. Personnel Officer/Adra

No. SER/P-ADA/EC/CI/Selection/19

Dated -21.06.2019

To
The Sr. Divl. Commercial Manager,
South Eastern Railway,
Adra.

Sub: Selection for promotion to the post of Commercial
Inspector in Level-6 (7th PC) of Commercial Department.
Vacancy:- 08 (UR:-06, SC:-01 & ST:-01)

Ref: i) Sr.DPO/ADA's Notification No. SER/P-ADA/EC/CI/
Selection/19 dated 06.03.2019.
ii) PCPO/GRC's Memorandum No. SER/P-HQ / EC
/205/CI dated 27.05.2019.
iii) Sr.DPO/ADA's letter No. SER/P-ADA/EC/CI/
75%/DPQ/2019 dated 31.05.2019.

With the approval of the competent authority the selection proceeding for promotion to the post of Commercial Inspector in Level-6 (7th PC), notified vide this office letter, under reference (i) has been cancelled vide this office letter, under reference (iii) duly received necessary instructions regarding eligible categories for selection to the post of CI in Level-6 (7th PC) vide PCPO/GRC's Memorandum under reference (ii).

The selection for the post of Commercial Inspector in Level-6 (7th PC) against 75% DPQ (General Selection) has now been decided to be held afresh from amongst the following categories of Commercial Department as per the advice of P.C.P.O./GRC's letter dtd. 27.05.2019.

Eligible categories:- a) Sr. Commercial Clerk (Goods/Parcel/Booking) in Level-5 (7th CPC),
b) Sr. Ticket Examiner/TTE in Level-5 (7th CPC), and
c) Enquiry-cum-Reservation Clerk in Level-5 (7th CPC) are entitled to submit their options for the selection to the post of CI Level-6 (7th CPC) against 75% DPQ provided they are having minimum 02 years non fortuitous service in their respective grade and the panel would be drawn as per merit (RBE No.113/2009).

Applications should be submitted within 12.07.2019 (last date) positively as per the enclosed format duly forwarded by the immediate Supervisors concerned to the office of Sr. DCM/Adra.

Sr. DCM/Adra is requested to send the collected options in a bunch to this office on 12.07.2019 positively for verification and certification of the service particulars by the respective Bill Sections for further course of action.

No option will be entertained after expiry of the target date, i.e., 12.07.2019 in any circumstance.

The above selection will be conducted from amongst the eligible optees according to the procedure communicated under P.C.P.O./GRC's letter No.SER/P-HQ/EC/205/CI dtd. 27.05.2019.


P.T.O.


The proforma of the application is enclosed herewith and all the 14 columns of the proforma should be correctly fill-up and forwarded by the immediate Supervisor concerned (Annexure-A).

It should be made clear to all staff that incomplete application and application submitted by the candidate not fulfilling the necessary eligibility criteria will be rejected.

The Supervisors/Unit in charges should take proper step to avoid complaints of non receipt of information.

This may be given wide publicity amongst all eligible staff and also displayed in the Notice Board in each Station/Unit/Office so that all willing candidates may submit their applications in proper time.

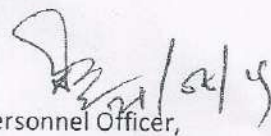
This issues with the approval of competent authority.
Encl. Annexure-A.


Asstt. Personnel Officer,
for Sr. Divl. Personnel Officer/Adra

No. Even

Dated 21.06.2019

- Copy to:
1. All Supervising Units (Comml. & Optg. Deptt.)/Adra Divn.
 2. PS to ADRM/Adra for kind information of ADRM/Adra.
 3. OS/DRM Cell for up-loading in Rail-net Website/Adra. He is requested to relay the Notification through control message to all Units of Comml. Deptt. of Adra Divn.
 4. CCI (CC)/ADA- is requested to relay the Notification through Control message to all units of Comm. Deptt. of Adra Divn.
 5. CCI/CIs of Comml. Deptt. Adra Divn.
 6. Ch. S&WI(HQ)/Adra
 7. OS(Conf.)/Sr.DPO/Adra
 8. Ch.OS(Comml. Bill)- She is advised to verify the service particulars of the staff concerned from their service Records.
 9. SERMC, All India SC/ST RE Association and all India OBCRE Association.


Asstt. Personnel Officer,
for Sr. Divl. Personnel Officer/Adra

Proforma

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

Sub: Selection for the post of Comml. Inspector in Level-6(RSRP'16)
Vacancy = 08 (UR-06, SC-01 & ST-01)

Ref: Your circular No.SER/P-ADA/EC/CI/Selection/19, dtd.21.06.2019

In response to the above circular I am willing to appear at the selection for the post of Comml. Inspector (CI) in Level-6 (RSRP'16) of Commercial Department.

My bio-data is as under:-

- 1) Name (In block letters):
- 2) Father's name:
- 3) Caste :
- 4) Design & Stn./Department :
- 5) D.O. B. :
- 6) D. O. A. :
- 7) Capacity of appointment:
- 8) Present Pay Level (Excluding MACP):
- 9) Date of completion of 02 yrs. regular service in Level - 5:
- 10) Date of promotion (if any) to Level -5 :
- 11) Date of effecting seniority (if any) in Level-5:
- 11) Educational Qualification:
- 11) Medical Classification
- 12) Bill Unit No.

Signature of the applicant

Date:

1. Forwarding of Supervisor with Seal
2. Countersigned by ACM/Adra with Seal

11211

3. Particulars are verified and found correct:

4. Signature of concerned Dealing Asstt. Of Optg./Comml. Bill Section:

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