

**SOUTH EASTERN RAILWAY**

Office of the PCPO,  
Garden Reach, Kolkata-700043

Dated: 27.09.2021

No.SER/P-HQ/ET/210/Safety Counsellor/2021

To  
The Sr.Divisional Personnel Officer,  
S.E. Railway,  
ADA/CKP/RNC/KGP

**Sub :** Re-Notification for filling up of 02(Two) posts of **Safety Counsellors (Optg. & Mech)** in Safety Organization, under PCSO/GRC in PB-2 Rs.9300-34800/- with GP Rs.4600/- Level-7 (Ex-cadre)

**Ref :** Previous Notification No.SER/P-HQ/ET/210/Safety Counsellor/2021 dated 01.07.2021

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Applications are invited in the Prescribed Proforma for filling up of 02(Two) posts of "Safety Counsellor" in Safety Organisation of HQ's office under PCSO/GRC in various streams as detailed under.

The details of Category, No. of posts, PB, GP, Level and Eligibility Criteria etc. are given below:-

Srl. No	Category	Permanent Sanctd. cadre	No. of vacant post	PB,GP/Level	Eligibility
1	Safety Counsellor (Optg.)	02	01	PB-2 Rs.9300- 3400/-, GP Rs.4600/- (Level-7)	Ch.DTI/SMR/YM in identical scale with Computer knowledge.
2	Safety Counsellor(Mech.)	01	01	-do-	SSE(Mech) in identical scale with Computer knowledge

Applicants having adequate educational Background (**minimum Graduate/Degree in Tech./ Educational qualification as applicable against Direct Recruitment Quota**) in relevant category, practical experience and special aptitude for safety related works should apply in the prescribed proforma enclosed herewith as Annexure-I. Full care should be taken while filling up the application proforma. Incomplete application(s) will be rejected. Application(s) duly filled in and signed by the candidate should be endorsed by the controlling officer before forwarding the same to the Divisional Personnel Branch. Divisional Personnel Dept. should certify service particulars of the staff. **Without certification of Personnel Deptt., applications will not be entertained.**

The post of Safety Counsellor/GRC is an **Ex-cadre post** and the **tenure is normally 5 Years**. The **lien** of the selected candidate will be maintained in their Parent Division. The selected candidate may be repatriated to his parent organization before completion of the prescribed tenure if not required by the Safety Organisation.

Any employee(s) presently working in ex-cadre post is/are not eligible to apply for the subject ex-cadre posts unless he/she has completed the mandatory cooling period of 2(Two) years.

**MODE OF SELECTION:** - Candidates will be selected through **written test, APAR of last 03(Three) Years and Scrutiny of Service Records**. There will be no scope for the Supplementary Written test.

Applicants may be advised to visit website [www.ser.indianrailways.gov.in](http://www.ser.indianrailways.gov.in) for application and proforma.

It is, therefore requested to arrange to give **wide publicity** amongst eligible staff of your division and **complete application** proforma duly forwarded by the **Controlling Officer** should be verified and certified by the Personnel Deptt. and forwarded to the undersigned in a bunch ( in case of more than one application) **latest by 27.10.2021** If any candidate is subsequently found ineligible for the above Selection at any stage his/her candidate will be rejected without assigning any reason.

Encl: Annexure-I

  
(Satyajit Roy)  
Asst. Personnel Officer (Co-ord)  
for **Pr. Chief Personnel Officer**

No.SER/P-HQ/ET/210/Safety Counsellor/2021

Dated: 27.09.2021

Copy forwarded for kind information to the:

- 1) PCOM/GRC      2) PCME/GRC      3) PCSO/GRC      4) SPO(M&EL)/GRC

  
for **Pr. Chief Personnel Officer**

**Proforma of application for the Post of Safety Counsellor (Ex-Cadre) in GP Rs.4600/-(level-7) of Optg, & Mech. in Safety Organisation/GRC(HQ Office) under PCSO/GRC**

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

Name of the post with GP & level	Safety Counsellor ( ) in GP Rs.4600/-(level-7) in Safety Orgn./GRC(HQ Office) under PCSO/GRC
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## Instructions:

i)	Option form duly filled in all columns will be accepted through proper channel.
ii)	No application will be accepted after the due date of forwarding application i.e. after 27.10.2021 from the divisions/units.
iii)	No application will be entertained without signature of the immediate Controlling Officer.

To  
The Asstt. Personnel Officer (Co-ord)  
South Eastern Railway  
Garden Reach, Kolkata-43

1	Name(in Block letters)		
2	Present Designation (Mention Deptt. & Office) with pay band, GP & Level.	Officiating capacity (Adhoc, etc.) Department & Controlling Officer Pay band ,GP & Level	
		Substantive capacity: Department & Controlling Officer Pay band ,GP & Level	
3	Place of posting	Station/Unit	Division
4	P.F.No./PRAN No.		
5	Date of Birth		
6	Date of appointment with Designation		
7	Date of promotion to the present substantive post with Designation		
8	Qualifications (As per service record)	Educational Qualification (Mention year of passing)	Technical Qualification (if any)
9	Details of Computer Knowledge		
10	Brief particulars of Safety related works		
11	Personal contact details	Rly Tele No	Mobile/CUG No.
12	Email ID		
13	List of enclosures if any		

I, the undersigned, hereby declare that the particulars furnished above are correct and true to the best of my knowledge.

Date &amp; Station

(Signature of the applicant)

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

Forwarded to the Personnel Dept. with "No objection"

Divisional Controlling Officer

Particulars of the employee have been checked and found correct as per available official records. Forwarded to the Asst. Personnel Officer (Co-ord) /South Eastern Railway/Garden Reach/Kolkata.

Sr. Divisional Personnel Officer

