

South Eastern Railway

No.SER/P-ADA/ET/14/210/G.Gd (60%).

Adra, date-29.12.2021

To  
The Sr.Divl.Operations Manager  
The Sr.Divl.Comml.Manager,  
&  
The Supervising unit of (Optg. & Comml.Deptt.)  
S.E.Railway/Adra.

Sub: Selection for promotion to the post of Goods Guard  
in PB.Rs.5200/- 20200/- + GP.2800/-(level-5 of 7th PC)  
against 60% Departmental promotional Quota.  
(No. of vacancies – 103 (UR=65, SC=22, ST=16).

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It has been decided by the competent authority to hold selection for the post of Goods Guard in Scale Rs.5200-20200/- + GP 2800/-(level-5 of 7th PC) against 60% DPQ to form a panel of 103 candidates (UR=65, SC=22, ST=16). The selection shall consist of written test and scrutiny of APAR's/SR's and the panel will be formed in order of merit in terms of Estt.Srl.No.132/09.

In terms of CPO/GRC's, letter No.P/L/11/4/1032 (TN) dtd. 03.06.02 and Estt.Srl.No.134/2011,72/2017 & 220/2018, the staff working in the following categories may compete in the said selection provided they fulfill other eligibility conditions in this connection.

**A) Eligible Categories:-**

- 1) Train clerk /Sr.Train clerk in GP. Rs.2000/- & 2400/- (level-2 & 4 of 7th PC)=10%
- 2) Comml. Clerk/Ticket collector in GP.Rs.2000/- (level-3 of 7th PC) =10%
- 3) Asstt Guard /Sr.Asstt.Guard in GP. Rs.1900 & 2400/-(level-2&4 of 7th PC) =10%

(Due to abolition of the posts of Asstt. /Guard the 10% quota allotted to Asstt. Guard will be filled-up by the qualified staff of other categories in order of merit in terms of CPO/GRC's letter No.SER/P-HQ/ET/210/GG/DPQ dtd. 08.06.16.)

- 4) Jr.Control /Roster/Stn.Clerks in GP.Rs.1900/- (level-2of 7th PC) =10%
- 5) Cabin Master/Sr.Cabinman in GP. Rs.2400/- (level-4of 7th PC) =10%
- 6) Shunting Master-II/ Shunting Jamadar in GP. Rs.2400/-(level-4of 7th PC) =05%
- 7) Points man-A/CM-I in GP.Rs.1900/- (level-2of 7th PC) =05%

**B) Eligibility condition:-**

- i) The candidates belonging to the above categories of Operating and Commercial Department with a minimum of 03 years of service in the eligible categories in GP Rs.1900/- to 2400/- (level - 2 to 4) on the date of notification ie.**29.12.2021** may apply for the above selection.
- ii) The Candidates will have to pass the medical examination in A2 category.
- iii) The empanelled candidates will have to pass necessary promotional course training for Goods Guard from ZRTI/SINI.

The last date of receipt of applications as per enclosed format is **21.01.2022** after which no application will be entertained.

PTO



The supplementary written test will be conducted for only those candidates who will fail to attend the original written test due to valid reason in terms of Para 223 of IREM Vol-I, 2009 edition. read with Estt.Srl.No.78/96.

Railway Board have been asked to introduce 100% objective Multiple choice question paper for promotional examination to expedite and simplify examination process under RBE No.196/2018 which is circulated by PCPO/GRC vide Estt.Srl.No.73/2019.

Eligible SC/ST candidates should be imparted pre-selection coaching for 03 to 04 weeks in terms of Estt.Srl.No.24/98 and the coaching completion certificates should reach to this office before the original written test.

The notification should be given wide publicity amongst the staff of Operating and Commercial Department and be displayed in the notice board in each Station/Unit/Office positively and applications in prescribed proforma as received from them should be sent in a bunch duly forwarded by their respective Controlling Officers to this office through special messenger positively on or before **25.01.2022**. The applications without forwarding letter will not be entertained. The service particulars should be verified by the respective Bill compiling In-charge and the applications duly verified should be sent to Optg/Genl. Section on or before **28.01.2022**.

The candidates who will opt for the subject selection should be in readiness for the written test, in short notice provided they are otherwise eligible for the subject selection.

The proforma of the application is enclosed herewith and all the 10 columns of the proforma should be correctly filled-up and forwarded by the Controlling Officer.

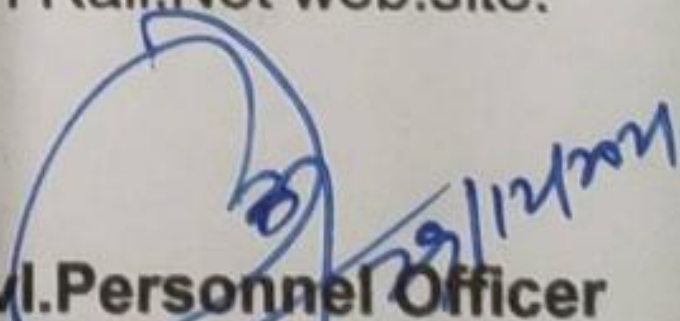
**It is made clear that the Incomplete applications and applications containing incorrect service-particulars will be rejected.**

**Encl:** Proforma of the application

  
**Asstt. Personnel Officer  
For-Sr.Divl. Personnel Officer**

**Copy to:-**

- 1) All SS(Inspector's) of Optg.Deptt., Ch.S&WIs of Personnel Branch, CTI's & CIS of Comml.Deptt.
- 2) SERMC, SERMU, AISC&ST & AIOBC association.
- 2) Ch.OS/Optg & Comml/Bill, Ch.OS/Comml(Genl.). They are also advised to verify the service particulars of the staff from their SRs maintained by them and certify.
- 4) OS to DRM- he will please upload the Notification in Rail.Net web.site.

  
**For-Sr.Divl. Personnel Officer  
S.E.Rly/Adra**

P R O F O R M A

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

Sub: Application for post of Goods Guard in GP.Rs.2800/- Level-5  
of 7th PC against 60% DPQ.

Ref: Your circular No. SER/P-ADA/ET/210/14/G.Gd/60%  
dtd. 29.12.2021

In response to the above circular, I beg to offer myself as a candidate for  
the said selection. My service particulars are as under:-

- 1) Name (In Block letter) :
- 2) Community :  
(If SC/ST, photo copy of Certificate  
should be enclosed.)
- 3) Desig/Stn/Department :
- 4) Dt.of birth :
- 5) Dt of appointment :
- 6) Designation at the time of appointment :
- 7) Present GP & Level :  
(If MACP, should be indicate)
- 8) Educational Qualification :
- 9) Medical category :
- 10) Bill Unit No :

Signature of the applicant

**Date :**

Service particulars are verified and found correct.

Signature of the Bill compiling In-charge