South Eastern Railway

No.SER/P-ADA/Ch.OS(P)/209/COFMOW/New Delhi/2019 Adra, Dtd.20.02.2019

To
The All Branch Officers,
S.E.Railway/ Adra

Sub : Requirement of staff
Ref: i) PCPO/GRC's letter No. SER/P-HQ/Ruling/867 Dtd.18.01.2019
ii) CAO(P)/COFMOW/NDLS's letter No.COFMOW/IR/P-011/Pt.V Dtd.17.12.2018

Please visit web page www.ser.indianrailways.gov.in for PCPO/GRC's letter No. SER/P-HQ/Ruling/867 dtd.18.01.2019 together with CAO (P)/COFMOW/NDLS's letter No.COFMOW/IR/P-011/Pt.V Dtd.17.12.2018 and prescribed proforma which speaks for itself.

You are requested to give wide publicity and the names of eligible willing staff in prescribed format as per norms laid down in the above said letters may please be forwarded to this office at the earliest for onwards transmission to Hd. Qrs.

In this regards, Sr.DSC/Adra, Sr.DFM/Adra & Sr.DMM/Adra are requested to send the options of the willing candidates under their control directly to the HOD after obtaining the approval of the Divisional Competent Authority.

Asstt. Personnel Officer (III)
For Sr.Divl. Personnel Officer
S.E.Railway/ Adra

Copy to :i) OS to DRM Secretariat for information and upload the notification in Rly. Website.
ii) OS/Admn. for wide publicity amongst the staff of Personnel Branch
. iii)Notice Board.

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18/02/19

केन्द्रीय कार्मिक अधि./व.पू. रेलवे, आद्रा
सं./No. R/6187
दिनांक Date: 11/2/19
CRD Section, Sr.DPO/S.E.Rly/Adra

SOUTH EASTERN RAILWAY

Office of the
Pr.Chief Personnel Officer
11, Garden Reach Road
Kolkata - 700 043

No.SER/P-HQ/Ruling/867 Dated : 18.01.2019

To
The PCME, PCE, PCEE PCMM/GRC
The DRM(P)s-KGP, CKP, ADA, RNC
The WPO/KGP
The SPO(M&EL), APO(HQ/Engg.)/GRC
South Eastern Railway

Sub: Requirement of Staff.

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A copy of CAO(P)/COFMOW/New Delhi's letter no COFMOW/IR/P-011/Pt V dated 17.12.18 on the above subject is sent herewith for information and necessary action.

In this connection, it is requested that the applications from willing employees with all relevant details (Bio-data) in the prescribed proforma alongwith D&AR/SPE/Vigilance Clearance and attested copies of confidential reports for the last three years duly forwarded by the competent authority may please be sent to the concerned Staff Officer at HQ's Office/GRC at the earliest.

Before forwarding the application, kindly ensure that the applicants are eligible as per norms laid down in the above letter against terms & conditions.

Further correspondence as well as any query in this regard may please be made with the concerned Staff Officer/GRC.

Enclo: As above

18/1/19
(S.K.Pramanik)
Asstt.Personnel Officer (Court)
for Pr.Chief Personnel Officer

Sr. DPO 11/2/19

Ch. OS/P

महाप्रबन्धक का सचिवालय
GM's Secretariat/SE Rly/GRC, Kol-43

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कारखाना आधुनिकीकरण केन्द्रीय संगठन
रेलवे ऑफिसेस कॉम्प्लेक्स, तिलक ब्रिज, नई दिल्ली-110002
फैक्स : +91 (011) 23378159, 23370347, 23370344
CENTRAL ORGANISATION FOR MODERNIZATION OF WORKSHOPS
Railway Offices Complex, Tilak Bridge, New Delhi-110002
Fax +91 (011) 23378159, 23370347, 23370344
INDIAN RAILWAYS
COFMOW
AN ISO 9001 ORGANISATION

सं0. कार्फमो/आई आर/पी-011 मी0 V

दिनांक: 17-12-2018

G-131
11-01-19

PCPO

महाप्रबन्धक (स्था),
समस्त भारतीय रेल एवं उत्पादन ईकाई.

Sub: -Requirement of Staff.

COFMOW is in need of Technical Supervisors/Ministrial Staff and Khallasi's in the following categories of various departments: -

S No	Post	Pay Level	Deptt	No of Post
1	Senior Section Engineer	7	Mech/Civil	7
2	Junior Engineer	6	Mech/Civil	3
3	MCM	6	Electrical	1
4	Chief Staff & Welfare Inspector	7	Personnel	1
5	Office Supdt	6	Pers/Mech/Stores	5
6	PS-II	7	-	3
7	Confidential Assistant	6	-	3
8	Chief Typist	6	-	6
9	Depot Material Supdt	6	Stores	1
10	Khallas	1	-	13

The applications from the willing Staff may be obtained on the prescribed proforma and forwarded to this office along with DAR/Vig clearance at the earliest. Attested copies of confidential reports for the last three years may be sent along with their applications.

Since COFMOW is a temporary workcharged organization, lien of the staff transferred to COFMOW will continue to be maintained in their parent cadre. Staff in occupation of Northern Railway quarter in Delhi would be permitted to retain the same in case of their transfer to COFMOW.

This letter may be circulated amongst the staff of all workshops (C&W & Loco), Diesel Loco Sheds, Carriage Depots & stores depots of your Railway.

DA/As above

(राकेश कुमार वर्मा)
कृत्ते मुख्य प्रशासनिक अधिकारी (कार्मिक)

प्रतिलिपि: -

समस्त मण्डल रेल प्रबन्धक / मुख्य कारखाना प्रबन्धक, मंडल कार्यालय एवं कारखाना भारतीय रेल

DPO/Court Ruling

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P R O F O R M A

1. Name
2. Designation
3. Date of birth
4. Date of appointment
5. **Qualifications:**

i) Educational

ii) Technical

iii) Computer knowledge

6. Substantive Post, Pay band & Pay Level
7. Officiating Post & Pay Level
8. Lien & present place of posting
9. Date of promotion to present Post
10. Outstanding achievement, if any
11. Awards/Rewards
12. Whether belongs to SC/ST, OBC
13. Experience

S.No.	Post	Period	Brief job details