

SOUTH EASTERN RAILWAY

Office of the
Sr.Divl. Personnel Officer
Ranchi
Date: 03.07.2020

No. SER/P-RNC/ET/210/STJM/20

To
The Sr. Divl Operation Manager
S.E.Railway, Ranchi

NOTIFICATION

Sub: Selection for filling up the Post of Shunting Master Gr-II in Pay Band Rs.5200-20200/- with Grade Pay Rs. 2400/- (Level 4 in 7th CPC Pay Matrix) against 25% quota of Operating Department in RNC division.

It has been decided by the Competent authority to hold the selection for filling up 2(UR-1, SC-1&ST-0) post of Shunting Master GR-II in Pay band Rs. 5200-20200/- with Grade Pay Rs. 2400/- (Level-4 in 7th CPC pay Matrix) against 25% quota.

2.Eligibility criteria and Service condition of staff

In terms of CPO/GRC's letter no P/L/11/Selection/SM-II/ADA/ PNM dated 18.07.05, the post of Shunting Master Gr-II against 25% quota will be filled up from Gr.'D' staff of Operating Deptt with the qualification of Matriculation (10th class passed) with a minimum of five years service in the Optg deptt and subject to passing the initial training course in the Divl Traffic Training Centre.

Therefore the option are invited from willing and eligible Gr.'D' staff of Operating Deptt in pay band Rs. 5200-20200/- Grade Pay Rs. 1800/- (Level-1 in 7th CPC pay matrix) with the qualification of Matriculation (10th class passed) with a minimum of five years service in the Optg deptt. The candidates must be passed initial training course in the Divl Traffic Training Centre. (Attested copy must be enclosed)

In terms of CPO/GRC's Estt Sl No.153/06, the cutoff date for determining the eligibility of the staff should be the date of issue of notification. As such the volunteering employees should stand fulfill the eligibility criteria and service condition as on the date of notification i.e. as on **03.07.2020**.

3.Procedure for examination

In terms of Estt Sl No 73/2019, 129/2019 and 238/2019, the existing system of examination conducted for filling up promotional post has been reviewed by the Board and to bring objectivity to the selection process it has been decided as under:-

- (i) The question paper will be 100% Objective Type.
- (ii) All the question will be of multiple choice only.
- (iii) A large Question Bank may be created from which the question can be selected randomly for conducting a Computer based test.
- (iv) Railways may conduct examination in CBT mode or pen and paper depending on preparedness.

- (v) If computer based test takes time to implement the tests may be conducted on OMR sheets, which shall have a carbon copy, kept in safe custody of officer nominated by the authority nominating the selection committee at HQ/Division/PU/Workshop.
- (vi) To ensure the authenticity of the answers cutting, overwriting erasing or alteration of any type in the answer will not be accepted. Zero marks will be given for answer having correction/over writing.
- (vii) There will be negative marking @1/3 mark for a wrong answer. No negative marking against non-attempted question.
- (viii) Responsibility for evaluation shall be with the Officer nominated for evaluation.
- (ix) The system of coding & decoding of answer sheets will continue.
- (x) Duration of examination will be 90 minutes.

The question on official language will form part of the professional ability for 10% of total marks. The question paper will be in Bi-languag i.e. English and Hindi.

4.Mode of Selection

In terms of Estt SI No 132/2009, wherein it is laid down that "The final panel should be drawn up in the order of merit based on aggregate marks of 'Professional ability' and 'Record of service'. However a candidate must secure a minimum of 60% marks in 'Professional ability' and 60% marks in the aggregate, for being placed on the panel. There will be no classification of candidates as 'Outstanding'.

There is no relaxation of qualifying marks to reserved community employee. The allotment of marks under various heads for being placed on the panel as per para 219(j) of IREM Vol I Reprint -2009 is as under:-

SI No	Factor/Heading	Maximum Marks	Qualifying marks
1	Professional ability	50	30
2	Record of service	30	-
	Total	80	48

In terms of CPO/GRC's letter no P/R/14/314/3 dated 27.09.2006, the marks under the heading "Records of service" is distributed as under:-

SI No	Factor/Heading	Maximum Marks
1	Educational Qualification	10
2	Entries in Service record (15 marks as per different heads of APARs and 5 marks as per service record) Viz- Award/Punishment etc.	20
	Total	30

5.Date of examination

The date, venue and time of examination will be intimated separately. The employee may also note that no supplementary examination will be held under any circumstances.

6.Syllabus & Question bank

The syllabus prescribed for the examination is enclosed as Annexure-II and the Question bank is uploaded on www.ser.indianrailways.gov.in.

7. Training and Medical of successful candidates

Staff selected should pass training course for Shunting Master, which is mandatory for being promoted as Shunting Master Gr-II. The selected candidates have to pass the prescribed medical examination in Aye Two(A2) medical category.

8. Pre-selection coaching

Pre-selection coaching to eligible SC/ST employees shall be imparted as per the syllabus for a period of 3 to 4 weeks. After completion of the pre-selection coaching, a certificate has to be issued by the controlling officer to the effect that all the eligible SC/ST employees have been imparted pre-selection coaching for a period of 3 to 4 weeks covering the syllabus prescribed for the examination. In case, any employee expressed his unwillingness for pre-selection, a written declaration to that effect may be forwarded to this office.

9. Last date of submission of application

The willing and eligible volunteers have to submit their applications/options in prescribed proforma (Enclosed at Annexure-I) to their controlling supervisors who will forward the applications in one bunch with a covering letter to the Controlling Officer. The controlling officer has to forward all the applications in one bunch to this office on or before **03.08.2020** positively.

Applications received after the due date should not be entertained by the Controlling Officers/Supervisors. The application sent directly or in piece-meal or received after the last date by this office will not be entertained under any circumstances.

10. Other information

At any stage of selection if any staff candidature is found to be defective or not as per extent rules, his candidature will be cancelled thereof. Thus mere calling or being eligible provisionally for the selection does not confer them for such promotion. The administration also reserved the right to cancel the notification/notified vacancies at its discretion, if any discrepancies are found at any stage and such decision will be final and binding on all.

This notification should be given wide publicity. All the Supervisory officials should ensure that this notification is brought to the notice of all the employees working under their control. The employees who are on leave/sick list etc should be notified of the selection.

- Encl. 1. Annexure-I (Proforma)
2. Annexure-II (Syllabus)

(Md. Ibrar)

Asstt. Personnel Officer
For Sr.Divl. Personnel Officer/Ranchi

- Copy to:- 1. All SMR, Sectional DTI, CYM/HTE/MURI for information & necessary action.
2. CS&WI & Ch.OS(Conf)/RNC for information & necessary action.
3. GS/SERMC 4. Notice Board.

For Sr.Divl. Personnel Officer
S.E. Railway, Ranchi

PROFORMA

Application for Selection to the post of Shunting Master Gr-II in Pay Band Rs.5200-20200/- with Grade pay Rs.2400/-(Level-4 in 7th CPC pay matrix) against 25% quota of Operating department/ RNC.

1. Name of the Candidate(In Block Letter) :
2. Father's Name :
3. Designation & Station :
4. PF/Emp No :
5. PB & GP (Level in 7th CPC) :
6. Community (UR/SC/ST) :
7. Place of working (Station/Unit/Office) :
8. Date of Birth :
9. Date of Appointment :
10. Capacity on Appointment :
11. Total service in Gr 'D' GP Rs.1800/- (Level-1) as on date of Notification (03.07.2020) :
12. Educational Qualification as per service record :
13. Date of passing initial training course :
(Attested copy of training must be enclosed) :
14. Whether came on transfer from other Divn/Rly :
If so, indicate the date of joining in Optg deptt/RNC :

I hereby declared that the information given above is true to the best of my knowledge and belief.
I also declared that if any information given in the above is found false/wrong on later date, my candidature shall be liable to be cancelled.

Signature of the Candidate :

Name :

Designation :

Place of Working :

Date :

Mob No :

Signature of forwarding Supervisor :

Counter Signature of the Controlling Officer :
With Design & official seal

[Handwritten signature]
03/07/2020

ANNEXURE-II

SYLLABUS FOR SELECTION TO THE POST OF SHUNTING MASTER GR-II (LEVEL-4)
AGAINST 25% QUOTA

- A) Transportation
1. Classification of station
 2. Various signals – description
 3. Various boards – description
 4. Various kinds of points/operation of interlocked/Non- interlocked points/defective points.
 5. Various system of working.
 6. Failure of signals – procedure for dealing/various authorities for passing the signals.
 7. Shunting procedure – precaution and responsibilities.
 8. Signals used during shunting.
 9. Issue of shunting order/Authority.
 10. Securing of vehicles.
 11. Marshalling order of Goods/Passenger stock, various codes and information.
 12. Action taken in case of accident.
 13. Air brake/vacuum brake train.
 14. Advantage of air brake.
 15. Various components of vacuum brake /Air brake system.
 16. Brake power certificate.
 17. Brake binding – causes/release.
 18. Alarm chair pulling –Resetting and bypassing.
 19. Precaution for shunting of ODC/ISMD loads.
 20. Disposal of leaky/damaged vehicles.
 21. Handling of various types of wagons, operation of transition, non-transition and CBC Couplings.
 22. Reception of train on blocked line and non running lines.
 23. Use of line admission book and line despatch book.
- B) Rajbhasha
- C) General Knowledge.

M
03/07/2020