



दक्षिण पूर्व रेलवे / South Eastern Railway

सं./No. SER/P-RNC/EM/210/JE/25% IAQ/21

कार्यालय / Office of the
व. मंडल कार्मिक अधिकारी
Sr. Divl. Personnel Officer
राँची / Ranchi
दिनांक / Dated: 16/07/2021

**Sr.DME, CDO, DSO, ADME(Chg.),
SSE(C&W)/Hatia/Ranchi/Muri**

अधिसूचना / NOTIFICATION

विषय / Sub: Selection for the post of Junior Engineer(C&W)/Mechanical in Pay Scale – Level – 06 in the Mechanical Department against 25% Intermediate Apprentice Quota (LDCE).

It is proposed to form a panel for filling up of 06 (Six) (UR-04, SC-01 & ST-01) vacancies of Junior Engineer (C&W) in Pay Matrix Level – 06 (RSRP 2016) in the Mechanical Department of Ranchi division against 25% Intermediate Apprentice Quota (LDCE).

2. Eligibility and Service condition of staff

All serving employees having the qualification of ITI/Act Apprenticeship pass in the relevant trade or 10+2 in Science stream with minimum three years of service in skilled grades i.e. Technicians in Mechanical Department of Ranchi division and above.

In terms of Railway Board's Lr. No. E(NG)I/99/PM7/17 dated 25.08.2003 the qualification of ITI/Act Apprenticeship should be in trades relevant for eventual absorption in the category for which the selection is conducted i.e. trades relevant to the post of Junior Engineer(C&W).

In terms of Railway Board's Lr. No. E(NG)I/99/PM7/17 dated 28.07.2003 if the employee otherwise eligible and possessing the qualifications of Degree or Diploma in the relevant branch of Mechanical Engineering are also be eligible to volunteer to appear in the selection for induction as Intermediate Apprentices along with those with the qualification of ITI/Act Apprenticeship or 10+2 (Science stream).

The volunteering staff should be below the age of 47 years in the case of General candidates and the upper age limit for SC/ST employees would be 52 years (Estt. Srl. No. 98/2010 & 107/2011).

In terms of Railway Board's Lr. No. E(NG)I/2005/PM1/52, dated 22.08.2006 (RBE No. 117/2006), CPO/SER's Estt. Srl. No. 153/2006 the cut of date for determining the eligibility of the staff should be the date of issue of notification. As such, volunteering employees should stand fulfill the service conditions of age and education qualifications and other service conditions as on the date of notification i.e. **16.07.2021**.

Note: In respect of employees who have reported/joined on this division on Inter Railway Request transfer/Inter Divisional Request transfer on bottom seniority, the service rendered in the old unit will count for the purpose of qualifying service for promotion in the new seniority unit provided

- (i) He/she is otherwise eligible to be considered for the selection to Group 'C' post as per extant rules; and
- (ii) The category in which he/she was working in the old unit is an eligible category for the selection/post in the new unit also. **[Authority CPO/SER's Estt. Srl. No.55/2006 & 129/2006]**

3. Mode of Selection

Professional ability (Written test):- Professional ability of the employees in the field of selection will be adjudged through written test only. The candidate must secure minimum of 60% marks in professional ability for being considered for further selection process of perusal of service record. The post of Junior Engineer (C&W) in Mechanical(C&W) Department being classified as "Safety Category post" there is no relaxation in qualifying marks to employees belonging to the category of SC/ST and hence they are also required to secure 60% marks in the written test.

(Authority:- Railway Board's Lr. No. E(NG)I/2000/PM1/41, dated 07.08.2003, CPO/SER's Estt. Srl. No. 182/2003 & Estt. Srl. No. 122/2003)

Record of Service:- Record of service will be assessed based on entries in the Service Book/ Personal file regarding academic/technical qualifications, awards/punishment.

Distribution of marks:

Factor/Heading	Maximum Marks	Qualifying Marks
Written test	50	30
Record of service	30	18
Total	80	48

The distribution of 30 marks for record of service is as follows:-

APAR – 15 marks:- Maximum 15 marks will be allotted for APARs, whereby 5 marks of Outstanding, 4 marks for Very Good, 3 marks for Good, 2 marks for Average and Nil for below average for each of last 3 years APARs. **(Authority:- PCPO/SER's Estt. Srl. No. 177/02 & 266/99)**

Service Record – 05 marks:- The base marks under this heading will be taken as 3 for all candidates. Further **as per SER Estt. Srl. No. 177/02 & 266/99** Award and merit certificate for DRM/PHOD/GM/Board level in last 3 years, maximum 01 mark for each award/merit certificate will be taken. For major penalty during the 3 years under consideration, 01 marks to be deducted for each major penalty and ½ marks to be deducted for each minor penalty. The maximum marks under this heading should not exceed 5 marks.

Educational qualification 10 marks:- The marks will be allotted as follows:-

Sl. No.	Education Qualification	Marks
1	Post Graduation in any stream/Master degree/Hons. Degree	10
2	Degree in Engineering/ Graduation / Diploma	09
3	HS (10+2 System)/ ITI, if required as per respective trade / Intermediate	08
4	Matriculation	07
5	Below Matric	06

(Authority:- As per CPO/GRC's Lr. No. P/R/14/314/3dated 27/09/2006)

4. Procedure for drawl of Panel:

The final panel shall be drawn in the order of merit based on aggregate marks of “Professional ability (Written Test)” and “Record of service” since the zone of consideration is not confined to three times the number of staff to be empanelled and candidates being called from different seniority/different categories/different sub-department/within the same department, as the case may be. However, a candidate must secure a minimum of 60% marks in the ‘Professional ability’ and 60% marks in the aggregate for being placed on the panel and final empanelment is subject to the availability of vacancies. There will be no classification of candidates as “Outstanding”. [Authority:- Railway Board Letter No. E(NG)I-2008/PM7/4 dated 19.06.2009 (Estt. Srl. No. 132/2009)]

There will be no provision of ad-hoc promotion under “Best among the failure scheme” for reserve categories candidates against reserve vacancies. (Authority: - PCPO/SER’s Estt. Srl. No. 69/2020)

5. Syllabus & Model Question Bank:

The Syllabus prescribed for selection to the post of Junior Engineer(C&W)/Mechanical against 25% Intermediate Apprentices Quota is enclosed as **Annexure-A**.

Model Question bank and syllabus may be downloaded from the official website of ser.indianrailways.gov.in → **Division** → **Ranchi** → **Departments** → **Personnel**.

The question on official language will form part of the professional ability for 10% of total marks. The question on official language policy are compulsory but there shall not be any compulsion on the part of the candidates to answer such questions. (PCPO/SER’s Estt. Srl. No. 145/96.)

6. Procedure for written examination:

In terms of Railway Board’s Lr. No. E(NG)I/2018/PM1/4 dtd. 14.12.2018 (RBE No. 196/2018), PCPO/SER’s Estt. Srl. No. 73/2019, the written examination consists of 100% objective and all the questions will be multiple choice only.

There shall be negative marking of incorrect answers. 1/3rd of marks allotted for each question will be deducted for wrong answers.

It is advised to the employees that no corrections of any type to objective type answers will be permitted. In case any correction is made that answer shall not be evaluated at all and zero marks will be given for answer having following tantamount to correction:-

- a) Cutting.
- b) Overwriting.
- c) Erasing.
- d) Scoring off a ticked answer in multiple-choice and ticking another answer, and
- e) Modifying the answer in any way.

The written examination will be either in the mode of computer based test of pen and paper. If the written examination is not the computer based test it may be conducted on OMR sheets.

The question paper will be in **Bi-lingual i.e. English and Hindi**.

7. Date of examination and Supplementary Written Examination:

The date, venue and time of examination will be intimated separately. *The employees may also note that no supplementary test will be held under any circumstances* since the volunteer being called from different seniority/different category.

8. Pre-selection coaching

In terms of instruction contained in Railway Board's Lr. No. 88-E(SCT)I/42/2, dated 08/11.04.1991, CPO/SER's Estt. Srl. No. 81/91 pre-selection/pre-promotion training to SC/ST employees is to be conducted covering the syllabus of the examination for selection to Safety category post and will be imparted 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 a written declaration to that effect may be obtained and forwarded to this office for record.

9. Notifying to the staff:

In terms of Railway Board's Lr. No. E(NG)I-72/PM1/166, dated 06.06.1972, the Senior Subordinate/Supervisor concerned has to furnish a certificate that "the eligible candidates were duly notified the holding of the test and asked to submit their applications giving willingness or otherwise in writing" and forwarded the same to Sr.DPO/RNC. It should be the personal responsibility of the Senior Subordinate/Supervisor to complete the formality in this respect. It is further advised that any other communication received in respect of the selection should invariably be intimated to all the eligible employees. In case on non receipt of any communication the same may be obtained from the Personnel department or from the Controlling Officer. Any laxity in this regard will be viewed seriously.

10. Training of the empanelled staff:

As per Estt. Srl. N0. 143/2011 The selected employees will have to undergo training for a **period of 52 weeks** at STC/KGP and in the shop floor. During the training period they will be tested periodically like regular Apprentice Mechanics. If any of the Intermediate Apprentice does not make satisfactory progress or does not show promise for improvement, he will be reverted to his original post.

In-service candidates appointed as apprentices against Intermediate Apprentice quota will be governed by the provisions of Rule 1311(FR-20) R-II (1990-reprint). During apprenticeship, they will be eligible for all allowances and privileges (including TA/DA & PLB) on the basis of their substantive cadre pay of the post held before being sent on training. [R.B's No. PC/IV/2006/MISC/5 dtd. 17/04/2006 (Estt. Srl. No. 74/2006)].

11. Absorption:

On successful completion of the training period, they will be absorbed against the working post of Junior Engineer (C&W) in Level – 06 in pay matrix (scale ₹ 35400 – 112400) in the Mechanical (C&W) Department subject to availability of vacancies.

12. How to apply

The employee should submit the application in prescribed format through proper channel as **Annexure-B**.

The application should be on good quality of A-4 size paper using one side only.

They should fill up the application in their own writing with blue or black ball point pen only. All relevant column in the application should be filled completely & strike out the inapplicable columns and forwarded duly signed by the controlling supervisors/officer wherever required or otherwise same will not be considered.

13. Last date for submission of Applications:

The willing and eligible volunteer has to submit their application/willingness in prescribed proforma (enclosed in Annexure-B) to their controlling supervisor on or before **15/08/2021** who will forward the application in one bunch to the controlling officer on or before **22/08/2021**. The controlling officer has to forward all the application in one bunch to Sr.DPO/RNC together with DAR/SPE/Vig. clearance on or before **29/08/2021**. The candidate should necessarily fill all the relevant column and strike out the inapplicable columns indicating as “NA”.

The above may be circulated to all the concerned.

The contents of this circular may be given wide publicity.

Encl: Annexure I & II

**Signed by Chittaranjan
Kumar**

Date: 16-07-2021 18:45:19

Reason: Approved

(Chittaranjan Kumar)
Asst. Personnel Officer

For Divl. Railway Manager (P)

Copy to:

Ch.OS/Confidential Section: He is requested to kindly form a selection committee for conduct selection for the post of Junior Engineer(C&W) against 25% Intermediate Apprentice Quota.