

South Eastern Railway

No.SER/P-ADA/Ch.OS(P)/209/Selection/MGS-II (Ex-Cadre)/2022

Adra, Date- 11.01.2022

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

Sub: Filling up of vacancy of One post of Manager Guest Services-II on ex-cadre Basis in
(Level-6) at National Academy of Indian Railways, Vadodara.

Ref: 1) PCPO/GRC's letter No.SER/P-HQ/Rulling/867/Pt. III, Dtd.27.12.2021.

2) Asstt. Professor (Personnel Management)/NAIR/Vadodara's letter No.
NAIR/E/1025/HS-CS Pt. IV dtd. 14.12.2021.

Please visit web page www.ser.indianrailways.gov.in for PCPO/GRC's letter No.SER/P-HQ/Rulling/867/Pt.III, Dtd.27.12.2021 together with Asstt. Professor (Personnel Management)/NAIR/Vadodara's letter No. NAIR/E/1025/HS-CS Pt. IV dtd. 14.12.2021 along with application format, which is self-explanatory.

You are requested to give wide publicity and the names of eligible willing staff may please be forwarded to this office on or before 20.01.2022 for onwards transmission.

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


Asstt. Personnel Officer-II
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.

SOUTH EASTERN RAILWAY

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

No.SER/P-HQ/Ruling/867/Pt-III

Dated : 27.12.2021

To
The All PHODs/HODs at GRC
The All P.Br. Officers at GRC
The Sr.Divl. Personnel Officer
S.E.Railway/KGP-CKP-ADA-RNC
The WPO/KGPW-Shop
The APO/Stores/KGP

Sub: Filling up one post of Manager Guest Services-II on ex-cadre
Basis in level-6 at National Academy of Indian Railways, Vadodara.

Ref: Asstt. Professor (Personnel Management)/National Academy
of Indian Railways/Vadodara's Notification/Letter No.
NAIR/E/1025/HS-CS/Pt-IV dated 14.12.2021.

On the above issue, enclosed please find herewith a Xerox copy of Asstt.
Professor(Personnel Management) National Academy of Indian Railways/Vadodara's
Notification/letter No. NAIR/E/1025/HS-CS/Pt-IV dated 14.12.2021 which speaks for
itself.

You are requested to send the applications of the willing eligible employees
alongwith Educational qualification photocopy of SR including D&AR/Vig. clearance etc.
through cadre officer of the concerned Personnel Deptt. direct to the office of Director
General/National Academy of Indian Railways/Lalbaug/Vadodara-39004 latest by
31.01.2022.

This may please be treated as MOST URGENT.

Encl: As above.

③ 27/12/21

(S.K. Pramanik)
Asstt. Personnel Officer(CC)
for Pr. Chief Personnel Officer

Abon Kumar, OS
Circulate please
11/01/22

To be sent
through e-office
for clearing from
F/2

No. NAIR/E/1025/HS-CS Pt.IV

Date: 14.12.2021

अधिसूचना

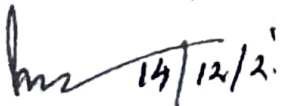
Sub: Filling up one post of Manager Guest Services -II on ex-cadre basis in Level-6 at National Academy of Indian Railways, Vadodara

Applications are invited from Railway Servants for filling up one ex-cadre post of Manager Guest Service-II at National Academy of Indian Railways, Vadodara as per details indicated below: (Notification can also be seen at NAIR website: nair.indianrailways.gov.in)

SN.	Name of the posts	GP/Pay Level	No. of vac	Eligibility criteria
1	Manager Guest Services-II (Ex.Cadre)	GP 4200/- , Level 6	1	1. Permanent Railway Servants working in GP 4200/-, Level 6. 2. In case there are no suitable applicants working in GP 4200/-, Level 6, then applications from permanent Railway Servants having at least two years regular/substantive service in Level-5 can be considered for the tenure post of MGS in Level-6. 3. Degree/Diploma in any Engineering discipline or A Degree in any other discipline. 4. Working knowledge of computer, Internet is compulsory.
	1. Tenure			: 3 Years extendable up to 5 Years.
	2. Lien			: Lien of selected staff will remain in their original cadre post.
	3. Mode of Screening			: Screening will be done on the basis of viva-voce.

The Staff fulfilling the above conditions may apply through proper channel. They should submit their applications in the prescribed proforma enclosed as Annexure - A. The applications along with attested copies of educational qualification photocopy of SR including D&AR/ Vig. clearance etc., should be forwarded so as to reach this office latest by 31.01.2022. Applications should be forwarded through concerned Personnel Department. Please note that applications received after the cut off date will not be entertained. Applications may be forwarded only of such candidates who on being selected will be released to join at NAIR, Vadodara. Advance copy can be sent by the applicant to this office for information.

Application form can be downloaded from <http://www.nair.indianrailways.gov.in>. This may please be given wide publicity.

 14/12/21

(दीपक पंचाल)

सहा. प्रोफेसर(कार्मिक प्रबंधन)

कृते महानिदेशक

Encl: Format of Application
Copy to: The General Managers, All Indian Railways.
DRM (E)-BRC/ADI/BVP/RJT/RTM
SPME, NAIR
All Notice Boards
Programmer to upload NAIR

Director General,
National Academy of Indian Railways
Lalbaug,
Vadodara-39004

(Through Proper Channel)

Sub: Application for the post of Manager-Guest Services-II(ex-cadre) Level -6

With reference to the notification No.NAIR/E/1025/HS-CS Pt.IV dtd. 14.12.2021. I am willing to appear for the selection of the post Manager-Guest Services-II in level-6

1. Name in full :
2. Designation :
3. Department :
4. Unit/Office :
5. Division :
6. Railway :
7. Present Level in Pay Matrix (Substantive) :
8. Educational Qualification :
9. Community :
10. Date of Birth :
11. Date of Appointment :
12. Date from which working in
Present Pay Matrix Level :
13. Other qualifications/experience :
14. Mobile No (WhatsApp) :

I am aware that any false declaration or suppression of information will debar me from appearing in selection. I am also aware that my appointment is liable to be terminated if at any stage it is detected that I have given any false declaration.

Date

Signature and designation of the applicant

CERTIFICATE

Certified that the particulars stated above have been verified from the service records of the concerned employee and found to be true and correct for the said screening. In case he/she gets short listed, he/she will be relieved to join the post of NAIR.

To be certified by the concerned personnel officer.
(With Name and Designation & with Rubber Stamp)

Document Copy