

GDCE Notification No. SER/P-HQ/RRC/GDCE/2017
SOUTH EASTERN RAILWAY

Office of the
Chief Personnel Officer
Garden Reach, Kolkata-43

No.SER/P-HQ/RRC/GDCE/2017
CLOSING DATE : 14.08.2017

Dt.14/7/2017

**Sub: General Departmental Competitive Examination
(GDCE),2017 in South Eastern Railway**

1. Applications are invited from eligible serving regular employees (except RPF Personnel covered under the RPF Act) of South Eastern Railway for filling up the following vacancies under "General Departmental Competitive Examination (GDCE)" quota. Physically Handicapped railway employees of OH (OA-One Arm) category can apply for the post of Goods Guard (Post code - 02) only.

Post Code	Category	Medical fitness	Dept	Divn	UR	SC	ST	OBC	Total	PWD
01	Station Master	A-2 (Aye Two)	Optg	ADA	-	01	01	01	03	NIL (Not suitable)
				CKP	16	19	05	06	46	
				KGP	41	12	06	06	65	
				RNC	02	09	-	-	11	
TOTAL					59	41	12	13	125	
02	Goods Guard	A-2 (Aye Two)	Optg	ADA	08	03	01	-	12	09(OA)
				CKP	92	29	09	09	139	
				KGP	67	20	10	31	128	
				RNC	03	03	-	-	06	
TOTAL					170	55	20	40	285	

2. Selected candidates can be appointed in any of the units over South Eastern Railway for the vacancies notified at Para-1 above, as per requirement of the Railway Administration at the material time.
3. a) Zone of Consideration: Applicant should be a serving regular (permanent) employee (except RPF Personnel) with lien in South Eastern Railway irrespective of the cadre in which he/she is working.

b) Eligibility condition of staff :

For the post code 01(SM), he/she should be drawing a pay upto Level 5 (7th CPC) on substantive basis (excluding MACP/adhoc promotion etc), if he/she is working in safety post and upto Level 6 (7th CPC) if he/she is working in non-safety post.

For the post code 02(Goods Guard), he/she should be drawing a pay upto Level 4 (7th CPC), if he/she is working in safety post and upto Level 5 if he/she is working in non-safety post.

[Authority : RBE 61/2017 dt.23.06.2017]

The pay defined above should be 'Substantive Pay' not taking into consideration the MACP upgradation / adhoc promotion/ non-functional upgradation etc.

4. The scale of pay

For post code 01 – PB-2, GP-Rs.4200/-(6th CPC); Level 6(7th CPC)

For post code 02 – PB-1, GP-Rs.2800/-(6th CPC); Level 5(7th CPC)

5. The medical standard for the above categories of posts is A-2 (Aye Two).

6. The education & technical qualifications

For post code 01- A Bachelor Degree from a recognized University or its equivalent. Diploma in Rail Transport & Management, Transport Economics, Multimodal Transport (Containerization) from the Institute of Rail Transport, Rail Bhawan, New Delhi will be an additional desirable qualification.

For post code 02 – A Bachelor Degree from a recognized University or its equivalent.

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7. Age limits: Upper age limits as on the date of this notification are as follows :

Community	UR	OBC	SC/ST
Upper age limit	42	45	47

The date for calculating the age shall be reckoned as on the date of notification.

The Ex.Servicemen candidates and the Persons with Disabilities(PWD) (OA for the post of Goods Guard only) may apply if they are within the said age limits.

8. Examination Fee: Nil

9. Self-attested certificates to be enclosed with application:

a) 10 class or equivalent Board certificate in proof of date of birth; b) SC/ST certificate and OBC(non creamy layer) certificate from appropriate civil authority for availing community reservation benefits (in the format meant for appointments to posts in Govt. of India); c) Certificates with mark-lists in proof of possessing minimum education/technical qualification prescribed for the Post (at para 6 above).

10. Procedure to fill in the Application Form :

(i) The Application Form has to be filled up by the candidates in his/her own handwriting. (ii) He/She must affix (no stapling) a recent passport colour photograph in the space provided in the form. (iii) He/She should put his/her signature in full running script as in the service record. (iv) At item No.14 of the Application Form, the candidate has to mention the order of preference if he/she is applying for both the posts. If one prefers to be considered for the post code 01, he/she may indicate '1' against the box mentioning 'SM' and '2' against the box mentioning 'Goods Guard'. Alternatively, if he/she prefers to be considered for the post of Goods Guard (post code-02) first, he/she may write '1' against the post of Goods Guard and '2' against the post of SM. If one wants to be considered for only one post, he/she may write '1' against the post and the other one may be kept vacant. It may be noted that the option so exercised by the candidate is final and cannot be changed under any circumstance once the application is submitted.

11. Procedure for submitting application: Eligible applicants should apply in prescribed format in their own handwriting as shown at Annexure-1. The last date for submission of filled-in application is 14.08.2017. The applicant should get his/her identity certified in the application by his immediate controlling supervisor. The applicant should directly send the application with all annexures and enclosures to the nominated Personnel officer indicated at para-12 below by registered/speed post or submit in person. Where the applicant sends the application by registered speed post, railway administration will not be responsible for any postal delay. Where the applicant submits the application in person, an acknowledgement for receipt of applications would be given by the nominated Personnel Deptt. official clearly mentioning date of its receipt duly affixing the office seal on the acknowledgement copy. Under any circumstances the application should reach the nominated Personnel officer before office-closing time on 14.08.2017. There should be preferably nominated stickered boxes placed in the Personnel Departments in Division/Workshop.

All applications, whether by post, or received in hand, shall be dropped in the box in the presence of the nominated official of the Personnel branch to ensure that no application is misplaced. A proper list may be maintained by the Personnel Branch containing the names and addresses of the applicants. Sr.DPO/DPO/SPO/WPO/APO may nominate one staff of the Personnel Deptt. to personally adhere to the procedure stated above under the supervision of the nominated Personnel officer.

12. Address for sending applications: Applicants should submit their applications directly to the Personnel officers in whose jurisdiction the applicant's office falls, as shown below:

Employees working in / having lien in	Address to which application is to be sent/submitted
Mechanical, Electrical, Medical, Stores department of HQ office	SPO(M&EL)/HQ/GRC, New Administrative Building, 11,Garden Reach-43
Engineering, S&T, Personnel, Genl.Administration of HQ office	SPO(Engg)/GRC, GM Building, 11,Garden Reach-43.
Operating, Commercial of HQ Office-GRC/Kol	SPO(Traffic), GM Building, Garden Reach-43.

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ADA Division	Sr.DPO, Divl.Rly.Manager's office,SER DRM Building,ADA/WB-723121
CKP Division including SINI Workshop	Sr.DPO, Divl.Rly.Manager's office,SER, Post-CKP, Dist.West Singhbhum,Jharkhand-833102
KGP Division	Sr.DPO, Divl.Rly.Manager's office,SER, Kharagpur,WB-721301
RNC Division	DPO, Divl.Rly.Manager's office, DRM Building,Hatia, Jharkhand, Ranchi-834003
KGP Workshop	WPO/KGP Workshop, KGP, WB-721301
KGP /Stores	APO/Store(GSD), KGP,WB-721301
Construction Organisation having lien in SER	SPO(Con)/SER, 11, Garden Reach,Kolkata-43
RE organisation having lien in SER	SPO(RE),4/23,Convent Lane,Tangra,Kolkata-700015

For other eligible staff working elsewhere e.g. RRB, foreign railways, Railway Board, etc on deputation having lien in SER, the concerned Staff officer of SER/GRC, or Division/Unit is to ensure wide publicity of the notification so as to elicit comprehensive response from the candidates.

13. Screening of applications :

- Officers as indicated in addresses at para- 12 would arrange screening of all the applications received in their offices.
- Applications not fulfilling the eligibility conditions mentioned in this notification, applications without self-attested copies of prescribed certificates , applications without postal correspondence addresses, applications without controlling Supervisor's identity certificate , incomplete applications in any manner, and late applications would be rejected by the nominated Personnel officers receiving the applications. These officers would arrange to prepare a list of such rejected applications clearly mentioning the reason for rejection and circulate the list to all the offices where the applicants are working and also a consolidated statement to be given to this office for record. RRC/ SER will also upload the list of eligible and ineligible candidates in the website of SER for general information and viewing. The rejected applications would be kept in the custody of the jurisdictional Sr.DPO/ DPO/SPO/WPO/APO. RRC/ SER/GRC will not be responsible for screening of applications and their rejection.
- For an important guideline for the scrutinizing Personnel Officers, it is mentioned that many candidates would not have acquired the qualification of being Graduate at the time of their appointments and hence, the same may not be reflected in their service records. And they would have acquired the qualification of 'Graduation' afterwards. In such cases, the candidature can be provisionally allowed if they submit a copy of their passing the Graduation. On their final selection, their credentials will be verified with the original copies.
- The nominated Personnel officers as mentioned at Para-12 above will only forward all the eligible applications along-with a statement of eligible applications received by them with soft copy to Chairman Railway Recruitment Cell (RRC/GRC) by 01.09.2017.

14. Issue of call letters for written test: The call letter would be issued by Railway Recruitment Cell/SER (RRC) to the eligible applicants directly by post to their postal correspondence address given in their application in the same manner as in the case of open market candidates. The applicant should keep track of the exam dates which will be notified by RRC/ SER through website www.ser.indianrailways.gov.in. In case applicant does not receive the call letter at least one week before the notified exam date due to postal delay , the applicant should contact RRC/ SER for duplicate call letter three working days before the exam date. Duplicate call letter will be issued on production of original photo 'Identity Card' issued by South Eastern Railway.

15. Selection procedure:

- GDCE quota is earmarked out of direct recruitment vacancies . The standard of exam is therefore similar to that conducted by RRB for open market candidates.
- The selection is merit based, decided purely on the basis of marks secured in the multiple choice objective type Written Test.
- The syllabus for the written examination will be generally in conformity with educational standard prescribed for the post and is same as applicable for RRB Examinations. There shall be a single stage common Written Examination for both the posts. The questions are likely to include subjects pertaining to General Awareness, Arithmetic , General Intelligence and Reasoning.

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There will be negative marking for wrong answer i.e. for every wrong answer 1/3 marks will be deducted.

d) There will also be a mandatory aptitude/ psychological test for the post of SM(Post Code-01). One has to qualify in the aptitude test and the marks obtained in the aptitude test will count for preparation of final merit list. The weightage of the aptitude test is 30% of the combined maximum marks of the written and aptitude test (Authority: RBE 90/2003). Selected candidates should also fulfill the medical standard specified for the post.

e) There is no provision for alternative appointment in similar or any other grade if selected candidates fail to fulfill the medical standard in the medical examination since they are already railway employees.

f) The applicant has to attend the written examination/aptitude test (for Post Code-01) & docur³ verification etc. on the date and at the examination centre fixed by RRC/SER, and any request for change of date & venue will not be entertained as this is a direct recruitment examination commonly held for serving Railway Employees.

g) There will be no supplementary examination for any candidates who are absent for exam/aptitude test for whatever reason.

h) Ineligibility of an applicant detected at any stage of the selection process or after appointment shall render him/her liable to be disqualified.

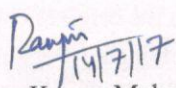
16. The selected employees will have to pass the prescribed training for the posts prior to appointment on regular basis as per provision.

17. As per RBE No.129/93 dt.20/08/93 (circulated under Estt.Srl.No.143/97), if suitable candidates do not become available in adequate number through the GDCE, such unfilled vacancies will lapse under GDCE quota and will be carried over to Direct Recruitment (DR) Quota.

18. Cadre Controllers are requested to forward the GDCE applications liberally as it is an opportunity to the serving railway employees as a career advancement programme. Efforts should be made for wide publicity of the notification.

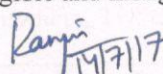
Note: Last date for receipt of application is 14.08.2017.

Encl.. Application format at Annexure- I.


(Ranjan Kumar Mohanty)
Chairman/RRC
for Chief Personnel Officer

Copy to:

1. Secy to GM/SER – for kind information of GM.
2. Dy.Secy to AGM/SER- for kind information of AGM.
3. All PHODs/CHODs, SER - for information and circulating in their respective departments and offices.
4. DRM-KGP/CKP/ADA/RNC
5. CAO/Con/SER/GRC
6. CWM/KGP/Workshop,
7. Dy.CE/Workshop/SNY
8. Chairman/RRB/Kol
9. Chairman/RRB/RNC
10. Chairman/RRB/MLDT
11. Sr.DPO/DPO/SER-KGP/ADA/CKP/RNC – for wide publicity in all offices and field units in Divisions/Workshop/Construction units and HQ office. They will also receive and screen applications received from employees and forward eligible applications only to Chairman/RRC along with detailed lists of eligible and ineligible candidates.
12. SPO(Con)/GRC
13. SPO(RE)/Kol
14. SPO(M&EL)/SPO(Engg)/SPO(T)/GRC
15. APO(Stores)/GSD/KGP


Chairman/RRC

RAILWAY RECRUITMENT CELL (RRC)/SER/GRC/KOLKATA
APPLICATION FORM (in A4 size paper)

Annexure-I

For office use only

(CLOSING DATE : 14.08.2017)

Paste (do not pin or staple) your recent (not older than three months) passport size colour photograph.
 (Not to be attested)

Application for Recruitment for the post of Station Master (Code-01) PB-2, GP-Rs.4200/-; Level 6 (7th CPC) and Goods Guard (Code-02) PB-1, GP-Rs.2800/-; Level 5 (7th CPC) against GDCE quota of South Eastern Railway

I am a serving regular railway employee with lien in SER and do hereby apply for recruitment for the post of Station Master, /- PB-2, GP-Rs.4200/-; Level 6 (7th CPC) and Goods Guard PB-1, GP-Rs.2800/-; Level 5 (7th CPC) against GDCE notification No. SER/P-HQ/RRC/GDCE/2017 dt.14/7/17 & furnish the following particulars:

1. Candidate's full name (in capital letters):

2. Father's/Husband's name (in capital letters):

Full signature of the candidate

3. Date of Birth:	D	D	M	M	Y	Y	Y	Y

4. Community (SC/ST/OBC/UR)	
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5. Sex: (Male/Female)	
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6. Highest Educational Qualification:	
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7. Technical Qualification, if any:	
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8. Two natural identification marks: (i) (ii)	
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9. Present substantive post/ designation held in railways	
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10. VII PC Pay Level	
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11. Full address for correspondence:

PIN

12. Physically Handicapped(OA) [For 'Goods Guard' only] [Please tick the appropriate box]	
YES	
NO	

13. Ex.Servicemen [Please tick the appropriate box]	
YES	
NO	

14. Preference No. [Please refer to para 10 of the Notification]	
SM	
Goods Guard	

15. Mobile Number:									

16. Put two left thumb impressions (must be clear and not smudged)

I have read the GDCE Notice referred above and submit this application after agreeing to all the terms and conditions notified therein. I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or being not eligible in terms of eligibility criteria, my candidature/appointment is liable to be cancelled/terminated without any notice at any stage even after empanelment.

17. Place :

18. Date:

 19. Applicant's full signature in running script in English

IDENTITY CERTIFICATE

It is certified that the above name, photo and signature are that of the applicant.....
 Designationwho is a regular railway employee working in this office.
 Date :

(Name / Signature of controlling supervisor)
 Designation & Office seal

Signature of controlling officer
 Designation & Office seal

ELIGIBILITY CERTIFICATE [from Sr.DPO/DPO/WPO/SPO(CON)/SPO(RE)/SPO(Staff)/APO]

It is certified that the details submitted by the applicant are verified and found correct, and he is eligible to appear for the GDCE exam for the post as indicated by applicant at Column 3 & 4 of this application.

Date:

(Name / Signature of the Personnel Officer)
 Designation & Office seal