

SOUTH WESTERN RAILWAY

Divisional Office,
Personnel Department,
Bengaluru- 23.,
Date:06.05.2019

No.B/P.531/VI/PG/Gr.D to Gr.C/16 2/3% /2019

Chairman/ RRB/BNC,
All Branch Officers, SBC Dn,
Dy CPO/CN/BNC, Dy CCM/Claims/BNC,
Director/STC/SBC, Director/IRIDM/HJL, Addl Registrar/RCT/BNC,
Sr AFA/Tfc Accounts/SBC,
All Supervisory Officials concerned/SBC Dn.

Sub: Selection to the post of Junior Clerk cum Typist in Level-2
of Pay Matrix (VIIPC) against 16 2/3% quota in SBC Dn.

It is proposed to conduct selection for promotion of Level-1 to Level-2 of pay Matrix (erstwhile Group-D staff to Group-C service) as Junior Clerk cum Typist in Level-2 of Pay Matrix (VIIPC) , against 16 2/3% LDCE Quota in SBC Division including vacancies in Construction Organisation/ BNC. The number of vacancies with break up of SC/ST/UR is as under:

SC: 01 , ST : 03 , UR: 07, Total = 11

The following categories of staff whose lien maintained in SBC division & working in Level-1 of Pay Matrix(VIIPC) are only eligible to apply:

- “ 1. Peons, Jamedar Peons, Junior/Senior Record Sorter, Roneo Operator of Genl Admn Dept ;
- 2.Safaiwalas of all Departments.”

The volunteers from the above categories should fulfill the following conditions:

1. They should possess educational qualification of 12th or equivalent with 50% marks in the aggregate. However the existing staff as on 17.12.2014 with the pre revised qualification of 'Matriculation or equivalent are also eligible to apply as per RBE No.157/2015 dtd 15.12.2015.
2. They should have put in a minimum of two(2) years of regular service including probationary period in the concerned seniority unit (SBC Division Seniority) reckoned as on the date of notification .
3. The selection consists of Computer Based Test consisting of two(2)parts; Part-A & Part-B as detailed under Syllabus for selection.

Note: (i) The question paper will comprise 100% Objective type Multiple Choice Questions only.

(ii) All Objective type MCQ will carry equal marks

(iii) There shall be negative marking for incorrect answers. One third of the marks allotted to each question will be deducted for every wrong answer.

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4. The Typing Skill Test for those employees who qualify in the written test will be tested on Personal Computers(PCs) at the speed of 40 words per minute in English or 35 words per minute in Hindi . The promotions may however be allowed on provisional basis and the concerned staff given two years time from the date of promotion to qualify the prescribed typewriting test and if they fail to qualify the typewriting test within the said period they will be liable to be reverted. However, physically handicapped persons (orthopaedically handicapped) who cannot acquire Typing qualification are exempted for this purpose provided they are certified by prescribed medical authority.

SYLLABUS FOR WRITTEN TEST:

- Part 'A' (50% weightage) : To test the working knowledge of the employees in English language.
- Part 'B' (50% weightage) : To test general standard of intelligence and proficiency through questions in arithmetic & General Knowledge mainly pertaining to Railway matters and matters immediately pertaining to work he/she has been acquainted with his/her Railway Service.

In term of CPO/SWR/UBL letter No.SWR/P/R/608/VoII dtd 13.2.2012, the qualifying percentage of marks for selection from Level-1 to Level-2 of pay matrix (erstwhile Group-D employees to Group-C service) is as under:

For UR candidates	60 % and above in aggregate	Overall aggregate both written test and record of service
For SC/ST candidates	50 % and above in aggregate	

All those employees who qualify on the basis of CBT and record of service, will be placed in panel in the order of merit to the extent of vacancies notified.

Those who volunteer and submit their applications with reference to this notification are alerted to be in readiness to attend the CBT, provided they are fulfilling all the conditions of notification. Eligible volunteers will be alerted separately. The date time and venue of CBT will be at short notice after issue of eligibility list. They may also be advised that there will be NO Supplementary Examination.

Please notify the staff working under your control and forward their applications (in the Proforma enclosed) received from employees under one cover with a letter addressed to Divisional Personnel Office , South Western Railway, Bengaluru, so as to reach the same on or before 18.00 hrs on 05.06.2019.

[Signature]
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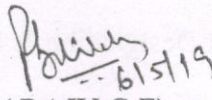
Applications with following deficiencies will be summarily rejected:

- i) Incomplete applications,
- ii) Unsigned applications,
- iii) Applications signed in capital letters
- iv) Applications not forwarded through controlling Supervisory Officials & without signature & seal of Office Supervisor.

Applications received after last date will not be considered under any circumstances and will be summarily rejected.

All supervisory officials should give wide publicity of this notification duly exhibiting the same on the Notice board.

Encl: One Proforma.


(RAJU.G.F)
DPO/SBC.
/Sr.DPO/SBC.

Copy to: ADENs/Central/SBC, CTR/YPR, Genl/SBC, BWT, HUP, DPJ,
Kunigal, MYA,
ADEN/Bridges/SBC,
Ch.OS/Admn/PB/SBC, Ch OS/Genl Branch/SBC,
Ch.OS/Mech, KJM, Ch OS/Elec & Elec/TRD, Comml, Optg, Civil Engg,
S&T and Medical depts./SBC,
All Notice Bds in Divisional Office,
DS/SWRMU & AISCSTREA, AIOBCREA, SBC Dn

PROFORMA

APPLICATION FOR SELECTION FROM LEVEL-1 TO LEVEL-2 OF PAY MATRIX(ERSTWHILE GROUP 'D' STAFF TO GROUP 'C' POST) JUNIOR CLERK-CUM-TYPIST IN LEVEL-2 OF PAY MATRIX(VIIPC) AGAINST 16 2/3% QUOTA.

(Ref: Sr.DPO/SBC letter No.B/P.531/VI/PG/Gr.D to Gr.C/16 2/3%/2019 of 06.05.2019.)

1. Name (In block letters) :
2. P.F. No./NPS No. :
3. Date of Birth :
4. Date of Initial Appointment :
5. Present Designation & Department :
6. Office / Station presently working :
7. Level in Pay Matrix :
8. Date of entry into present grade on :
Regular measure
9. Wheter belong to SC/ST/OBC/UR :
(attested copy of Certificate
to be enclosed)
10. Educational Qualification :
(attested copies of Certificates
to be enclosed).
11. Option to in English/Hindi :

I hereby declare that the information furnished above is correct, I am liable to be taken up under D & A Rules for furnishing any false information.

Encl:

Date:

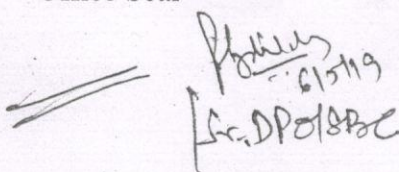
Office:

Signature of the employee

Forwarded to Sr.DPO/SBC.

Office Seal

Signature of the Supervisory Official


Sr.DPO/SBC