

SOUTH WESTERN RAILWAY

Divisional Office,
Personnel Department,
Bengaluru-560023,
Dated: 18.06.2019.

No.B/P.608/VI/PG/CS&WI/20% LDCE

Dy.CPO/CN/BNC

Sub: Selection for the post of Chief Staff & Welfare Inspector
in Level-7 of Pay Matrix against 20 % LDCE in SBC Dn.

It is proposed to conduct selection for the Post of Chief Staff & Welfare Inspector in Level-7 of Pay matrix against 20% LDCE in SBC Division as detailed below:

1.The number of vacancies assessed for the above selection are as under:

SC: Nil, ST: Nil and UR: 01 , Total : 01

2. Eligibility conditions to appear for this selection are: Staff & Welfare Inspectors with graduation and minimum of two years regular service in Level -6 of Pay Matrix. The employees should fulfil the eligibility criteria as on the date of Notification.

3. Mode of selection:

i) The selection will consist of Computer Based Test and assessment of Service Record. While 85% weightage will be given to the performance in the CBT, 15 % weightage will be given to service records.

ii) There will be one question paper which will be of the standard as for direct recruitment to equivalent level of post. The question paper would also contain questions of objective type as per extant rules. The syllabus for examination for the post is enclosed as Annexure I.

iii) There will be no supplementary CBT.

iv) The selection will be based entirely on merit with reference to marks obtained by the candidates in the CBT and Service Records, subject to usual relaxation for SC/ST staff , wherever permissible. Those securing less than 60 % in the aggregate will not be considered eligible for inclusion in the panel. Further, the service records of only those candidates who secure a minimum of 60 % marks in the CBT shall be assessed.

4. How to Apply:

i) The S & WIs who fulfil the eligibility conditions may submit their application in the prescribed proforma along with the attested copies of testimonials in support of their Education/Professional qualification in the prescribed proforma enclosed(Annexure-II). The filled in application complete in all respect should be submitted through their controlling supervisors on or before 17.07.2019 Applications received after due date will summarily be rejected and no correspondence, whatsoever, in this aspect will be entertained.

[Signature]
18/6/19

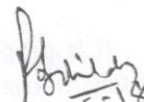
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5. Training of successful candidates:

The employees who are selected as Chief Staff & Welfare Inspector against LDCE quota will be required to undergo 21 days training in Personnel Training Centre/Jodhpur. The candidate will have to successfully complete the Training Course before he/she is put on a working post, for which a prescribed examination at the end of the training course will be conducted.

The date and venue of the CBT will be advised in due course.

Encl: As above


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

Copy to : PS to DRM/ADRM's for infn of DRM/ADRM's,
PS to Sr.DPO for infn to Sr.DPO
CS & WIs /SBC, Ch OS/Admn,
DS/SWRMU, AISCSTREA & AIOBCREA/SBC,
Notice Board.

Syllabus for selection to the post of Chief Staff & Welfare Inspector in Pay Band
Rs.9300-34800 with Grade Pay Rs.4600 against 20% LDCE

1. Writing skills.
2. RLT Award & Hours of Employment regulations.
3. Welfare activities for Railway Employees:
 - a. Staff Benefit Fund.
 - b. School policy on Railways.
 - c. Cultural activities.
 - d. Recreation Centres and Clubs.
 - e. Handicraft Centres.
 - f. Canteens.
 - g. Co-operative Stores/Societies.
 - h. Sports activities.
 - i. Scouts & Guides.
 - j. Holiday Homes.
4. Employment on Compassionate Grounds.
5. Medical examination of Railways employees, Medical decategorisation and absorption of medically decategorised staff.
6. Loans and Advances available to Railway employees.
7. Man-power planning:
 - a. Vacancy Bank Register.
 - b. Bench-Marking.
 - c. Creation of posts.
 - d. Supernumerary posts.
 - e. Redeployment of surplus staff.
8. Uniform Policy:
 - a. Eligibility of staff.
 - b. Periodicity of supply of uniform.
 - c. Procedure for change in classification.
9. Pay & Allowances.
10. Pass Rules.
11. Railway Pension Rules.
12. Leave Rules.
13. Grievances Redressal Machinery.
14. Recognition of Trade Unions, Permanent Negotiation Machinery, Dealing with unrecognized Unions/Associations, Facilities to Office bearers of Recognized Unions/Associations.
15. General Conditions of service.
16. RELHS.
17. Official Language Policy and Rules.
18. Right to Information Act, 2005 (RTI) Rules.

Note: Questions set in the paper will be normally to assess the writing and analytical power of the Candidates w.r.t. various topics as above.

ANNEXURE -II

PROFORMA

APPLICATION FOR THE POST OF CHIEF STAFF & WELFARE INSPECTOR IN
LEVEL 7 OF PAY MATRIX (VIIPC) AGAINST 20% LDCE QUOTA IN PERSONNEL
DEPARTMENT/SBC DIVISION.

1. Name :
2. Designation :
3. Pay /Level :
4. PF/NPS No. :
5. Date of Birth :
6. Date of Appointment :
 - a. Designation :
 - b. Scale of Pay :
 - c. Office :
7. Date of entry as S & WI
grade on regular measure. :
8. Whether belong to UR/SC/ST :
9. Educational qualification :
(Attested copies of to be enclosed as
proof of educational qualification)
10. Additional qualification, if any. :

Signature of the employee

The particulars mentioned above have been verified and certified as correct.

Date
Office

Signature of the forwarding Official
with designation & Office Seal