

दक्षिण पश्चिम रेलवे/SOUTH WESTERN RAILWAY

मंडल कार्यालय/Divisional Office,
कार्मिक विभाग/Personnel Department,
मैसूरु/Mysuru - 570 001,
दिनांक/Dated: 19.12.2022

No.Y/P. 531/III/Vol.III/LDCE
All Branch Officers
All Supervisors Comml/MYS Division
All SS/SM's/MYS Division

Sub : Filling up of vacancies of Commercial Cum Ticket Clerk in pay band
Rs.5200-20200+2000 GP/Level-3 against 16 2/3 % LDCE quota.

1. It is proposed to conduct a selection to the post of Commercial Cum Ticket Clerk in pay band Rs.5200-20200+2000 GP/Level-3 against 16 2/3 % LDCE quota. The break-up of vacancies is as under:

SC	ST	UR	TOTAL	PwBD
<u>02</u>	<u>01</u>	<u>12</u>	<u>15</u>	One post out of 15 posts will be utilised by PwBD

2. Employees eligible to apply and service conditions:

- a. All employees in Level-1 and Level-2 of pay matrix of 7th CPC (GP 1800 & GP 1900) of Operating and Commercial Department and House Keeping Assistant (Safaiwalas) of all Departments (As per RBE No.16/2021 dated 04.03.2021) possessing qualification under point No. c. are eligible to apply for the above said post.
- b. Ministerial staffs are not eligible to Volunteer.
- c. In terms of RBE 157/2015 vide E(NG)1-2015/CFP/5 dated 15.12.15 the education qualification required for the above selection is as under:
- i. Employees appointed prior to 17.12.2014 --- Minimum SSLC is required
- ii. Employees appointed after 17.12.2014 --- PUC/+2 with 50% marks in the aggregate. 50% marks is not applicable in case of SC/ST/Ex-serviceman (should possess a pass in PUC/+2).
- d. Employees in Level-1 and Level-2 of pay matrix of 7th CPC (GP 1800 & GP 1900) of Operating and Commercial Department and House Keeping Assistant (Safaiwalas) of all Departments should have completed two years (02years) of regular service as on the date of issue of this notification i.e. he/she should have satisfactorily completed the period of probation in recruitment grade.
- e. **Substitutes** are not eligible to volunteer.
- f. Employees in Level-1 and Level-2 of pay matrix of 7th CPC (GP 1800 & GP 1900) of Operating and Commercial Department and House Keeping Assistant (Safaiwalas) of all Departments who have come on change of category should have rendered 02 years of regular service in the present department as on the date of notification.



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3. Medical Classification:

They must be fit in Medical classification Bee-two for the post of Commercial cum Ticket clerk.

4. Mode of Selection:-

The selection consists of written examination which is objective and the written examination consists of two parts i.e., Part-A and Part-B as detailed below and the duration of the examination will be 02hrs for both the part put together.

PART-A : To test the working knowledge in English Language.

PART-B : To test the General standard of Intelligence and Proficiency through Question in Arithmetic and General Knowledge mainly pertaining to Railway matters and matters pertaining to the work he/she has been acquainted with during his/her Railway Service.

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	

5. Syllabus:

The Syllabus prescribed for selection to the post of Commercial cum Ticket Clerk is knowledge in English language, General Arithmetic and General knowledge mainly pertaining to Railway matters.

6. Procedure for written examination:

In terms of Railway Bd's letter No.E(NG) I/2018/PM/I/4 & RBE No.196/2018 dated 14.12.2018 & RBE No.194/2019.

- The question paper will henceforth be 100% objective type.
- All the questions will be of multiple choices only.
- There will be negative marking @1/3rd mark for a wrong answer in selection against LDCE quota where panel is arranged in **order of merit** from those qualified.

To ensure the authenticity of the answers, cutting overwriting, erasing or alteration of any type in the answer will not be accepted. Zero marks will be given for answer having correction/over writing.

- The duration of the examination is 02hrs.(RBE No.97/2019).
- The examination question paper will be in Bi-lingual i.e. English and Hindi.

7. Date of Examination:

The date, venue and time of examination will be intimated separately. However, it is to be advised to the employees that they should be in readiness to appear for the examination, the date for which will be intimated in due course.



8. Supplementary examination:

There will be no supplementary written examination at any circumstances.

9. Notifying to the staff:

It is the responsibility of the Supervisory Officials to notify all the eligible staff working under them. The volunteers along with their applications should enclose certificates in support of Educational qualification, Date of Birth, Community. Such of the applications received by the concerned supervisory officials should be forwarded to **Assistant Personnel Officer/I on or before 20.01.2023**.

Wide publicity may be given to above notification. The above notification is available in the following website:-

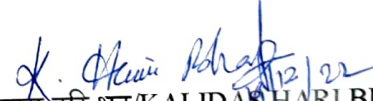
SWR.indianrailways.gov.in

(Link:- About us – Divisions – Mysuru – Personnel Branch – Notification/Selection)

10. Last date for submission of Applications:

The willing and eligible volunteers have to submit their applications in prescribed proforma in **Annexure-A** duly forwarded by Supervisory Officials. The last date for the receipt of applications in this office is **20.01.2023**. Applications received after the last date will not be entertained and will be summarily rejected. The candidate should necessarily fill all the relevant columns and strike out the inapplicable columns indicating as 'NA'.

Encl: Proforma (ANNEXURE – A)


(कालिदास हरि भट्ट/KALIDAS HARI BHAT)
स. का. अधिकारी/मैसूर/APO-I/MYS
कृते व. मं. का. अधिकारी/मैसूर for Sr.DPO/MYS

Copy to :Sr.DCM/MYS, Sr.DOM/MYS, CMS/RH/MYS
Ch.OS/OPTG, Ch.OS/Comml Branch, Ch.OS/Medical Br.
Chief Controller/MYS, Commercial Controller/MYS
Ch.OS/Confidential Section, Notice Board,
DS/SWRMU, AISC&ST REA, AIOBCREA/MYS

ANNEXURE - A

LAST DATE FOR SUBMISSION OF APPLICATION TO Sr.DPO/O/MYS IS 20.01.2023.

PROFORMA

APPLICATION FOR SELECTION TO THE POST OF COMMERCIAL CUM TICKET CLERK IN PAY BAND Rs.5200-20200+2000 GP AGAINST 16 2/3 % LDCE QUOTA-LEVEL-3

1.	NAME OF THE EMPLOYEE (IN BLOCK LETTERS)	:	
2.	DESIGNATION AND STATION	:	
3.	PF/NPS No.	:	
4.	MOBILE No.	:	
5.	DATE OF BIRTH	:	
6.	DATE OF APPOINTMENT	:	
7.	PRESENT PAY BAND & GP	:	
8.	WHETHER MACPs OR REGULAR	:	
9.	MEDICAL CLASSIFICATION AND DATE FIT IN	:	
10.	DATE OF ENTRY INTO PRESENT GRADE	:	
11.	DETAILS OF AWARDS (2019-20. 2020-21, 2021-22)	:	
12.	PENALTIES IMPOSED (2019-20. 2020-21, 2021-22)	:	
13.	TOTAL No. OF YEARS OF SERVICE	:	
14.	EDUCATIONAL QUALIFICATION (Attach Marks Cards compulsorily)	:	
15.	WHETHER BELONGS TO SC/ST	:	
16.	I OPT TO WRITE THE EXAMINATION IN	:	English/Hindi
(Strike out portion that is not applicable)			

Declaration as required in the circular: In the event of being selected as Commercial cum Ticket Clerk on promotion and after successful completion of training, I will seek further promotion only in the above selected category and will not seek further in the present grade.

SIGNATURE OF THE EMPLOYEE

The particulars mentioned above are verified and certified as correct.

FORWARDED TO Sr.DPO/MYS

STATION:

DATE:

SIGNATURE OF THE SUPERVISORY OFFICIAL
WITH SEAL