

SOUTH WESTERN RAILWAY

Divisional Office,  
Personnel Department,  
Mysuru - 570 021

No.Y/P.220/Deputation/Vol.II

Dated: 29.06.2018

All Branch Officers/MYS Div  
All Supervisory Officials/MYS Div

**Sub :** Volunteers for the post of Data Supervisor/IT  
against Level-07 of Pay Matrix  
**Ref :** CPO/SWR/UBL letter  
No.SWR.P.220/Deputation/Data Sup/IT dated  
12.06.2018

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A copy of PCPO letter cited above, calling volunteers to fill up the posts of Data Supervisor/IT (ex-cadre) in Pay Matrix of Level-07 in Personnel Department/HQ on Deputation basis is enclosed herewith. All serving employees from Level-1 to Level-7 are called for the above said post, subject to the conditions mentioned in PCPO's letter cited.

The employees who fulfill the conditions and who are willing may submit their applications with service details in the prescribed proforma enclosed through their controlling authority.

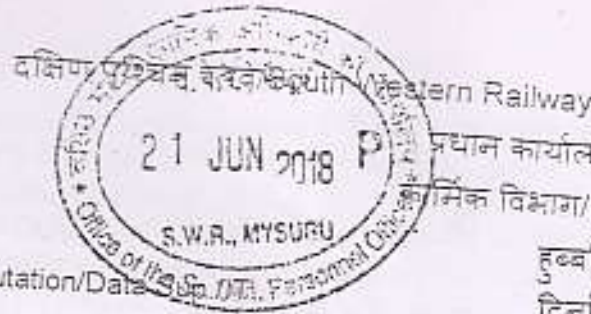
The application received from the eligible volunteers may please be forwarded to this office, in one bunch in the enclosed prescribed format by the controlling officer along with DAR/Vig Clearance on or before 12.07.2018.

Applications received after the target date, will not be entertained under any circumstances.

Encl: PCPO letter + Proforma

  
29/06/18  
(BUBBLE YADAV)  
DPO-I/MYS  
for Sr.DPO/MYS





S.D.P.O./MYS  
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सं./No.SWR/P.220/Deputation/Data

प्रधान कार्यालय/Headquarters Office,  
व्यक्तिगत विभाग/Personnel Department,

हुबल्लि /Hubballi: 580 020.

दिनांक/ Dated 12.06.2018.

**NOTIFICATION No.DATA SUPERVISOR/IT/01/2018**

विषय / Sub: Volunteers for the post of Data Supervisor/IT against Level 7 post.  
संदर्भ / Ref: This Office Memorandum No.SWR/P.535/Stat/HQ/161-09 dated 25.05.2018.

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It is proposed to fill up a vacant post of Data Supervisor/IT (Ex-cadre) in Pay Matrix Level 7 in Personnel Department/HQ on deputation basis.

Data Supervisor/IT will be performing the role of facilitating and executing IT applications in Personnel Department/HQ.

**Eligibility conditions:**

1. All serving regular employees from level 1 to level 7 in SWR are eligible to apply. Preference will be given to employees at Level 7. However, if no employee in Level 7 volunteers/selected, the choice will be open from all.
2. Previous work experience in IT / IT Company can be given weightage.
3. Education qualification of PGDCA/B.Sc (computer science) or B.C.A., B.Tech in Computer Science or Information Technology or DOEACC B level course of 3 years duration or equivalent or higher qualification in Computer Science or Information Technology

or

If employee has worked for at least 15 months in a reputed IT Company or a EDP Centre then degree in any stream will be treated sufficient.

4. Knowledge of Computers, Data base, Operating System, Networking, SQL, Idea of IT applications being used on Indian Railways and Basics of Website building is a must.

**Terms and conditions:**

1. Eligible candidates will be called for practical test followed by viva-voce.
2. Candidates thus called, will be asked to prepare a simple web page during screening. Basics of SQL, Networking, Operating systems and Microsoft Office will also be tested.
3. The place of posting will be in Personnel Department/HQ/Hubballi against this ex-cadre post.
4. Application once submitted cannot be withdrawn if selected.
5. Normal tenure of deputation is 4 years. However, the employee will be repatriated if currency of post is not extended beyond 31.12.2019 for this ex-cadre post or the performance is found unsatisfactory.
6. Employee selected from Level 7 will continue to draw his present Pay and Level.

SOUTH WESTERN RAILWAY

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7. In case, none of the employees in Level 7 are fulfilling the eligibility condition, preference will be given to the employees with below level 7. In such case, the pay will be fixed one level higher to the present level in which employee is working. This fixation will be valid till the validity period of deputation after which he will be repatriated to his original position i.e. back to his pay, which he would have drawn if he had continued in parent cadre.
8. Lien of the selected employee will be maintained in his/her parent department and he/she may be repatriated to his/her parent department at any time without assigning any reason, what so ever.

Interested candidates may fill up their details in the prescribed proforma and forward through their Controlling Officer.

It may please be noted that the Controlling Officer, Head of the unit have no discretion to entertain any application beyond the last date. Officers concerned shall receive the application and give acknowledgement with date, up to 12.07.2018 and the same may be forwarded to concerned Divisions/Units. Concerned Divisions/Units are to verify the details and forward all the applications together in one bunch under covering letter indicating therein the total number of applications forwarded to PCPO/SWR on or before 20.07.2018.

Employees working in Headquarters may submit their applications on or before 12.07.2018.

Applications which are incomplete or received after the due date or received directly, without forwarding from the Controlling Officers will not be entertained.

In case no applications received in your Division/Unit, a 'NIL' report should also be sent on or before 12.07.2018.

Wide publicity may be given at your end duly displaying on the notice boards at Divisions/Units/Stations accordingly.

This notification is also available in the website of South Western Railway i.e. <http://www.swr.indianrailways.gov.in>.

संलग्न/Encl: As above

  
(Arun Ravichettu)  
SPO/IT & Ptg.

For Principal Chief Personnel Officer

- All PHODs/CHODs/SWR/UBL; CAO/CN/BNC
- DRMs-UBL, SBC & MYS
- CWMs-UBLs, MYSS
- Chairman, RRB/BNC
- Dy.CMM/GSD/UBL, Dy.CMM/MGSD/AP; Dy.CE/TWYPR
- Sr.DPOs-UBL, SBC & MYS; Dy.CPO/CN/BNC
- WPOs-UBLs, MYSS; Sr.EDPM/UBL; Sr.AFA/Stats/HQ; Sr.RBA/HQ/UBL
- Registrar ROT/BNC
- Director/STC/SBC
- Principal/MDRT/DWR
- All Personnel Officers/PS/HQ/UBL
- All Ch.Os/PS/HQ/UBL; All Ch.S&Ws/PS/UBL
- GS/SWR/MU/UBL
- GS/AISCTREA/UBL
- Notice Board

नियंत्रण / Copy for PS/Gr.II to PCPO - for kind info of PCPO

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Sr.DPO	SPO/IT	

PROFORMA

Application for the post of Data Supervisor/IT in Pay Matrix Level 7 against NOTIFICATION No. SWR/P.220/Deputation/Data Sup./IT dated 12.06.2018.

I wish to apply for the post of Data Supervisor/IT in Pay Matrix Level 7 in response to the notification referred above.

1. Name in full (block letters)
2. PF/NPS/Staff No.
3. Designation/Station
4. Department
3. Date of Birth
6. Date of Appointment  
(a) Officiating Grade  
(b) Substantive
7. Post held at present  
(a) Level  
(b) Date of Entry in the Level
8. Education Qualification
9. Technical Qualification
10. Past IT work experience  
(Please enclose service certificate)
11. Additional details if any

I hereby declare that the information above is correct. I am liable to taken up for false declaration.

Place:  
Date:

Signature of the applicant:  
Designation:  
Office:

Forwarded to PCPO/SWR/UBL

Signature of controlling Officer  
Name:  
Designation:  
Date: