

दक्षिण पश्चिम रेलवे/ SOUTH WESTERN RAILWAY

मंडल कार्यालय /Divisional Office,
कविभाग /Personnel Department,
मैसूरु /Mysuru- 570 001.

संवाई/No. Y/P.531/VI/I/Vol-18(PQ- 33 1/3)

दिनांक / Dated: 05.12.2018

CAO/CN/BNC

CMS, Sr.DEN/Co-Ord/MYS, Sr.DOM, Sr.DME, Sr.DEE, Sr.DSTE, Sr.DCM, Sr.DMM/MYS

Dy.CEE/MYSS, Dy.CPO/CN/BNC,WPO/MYSS,DSTE/Proj/MYS

ADEN/MYS, ASK, CTA, SKLR, SMET, DVG

Ch.OS/G.Br./MYS, SS/MYS, ASK

SSE/W/MYS, AP, HAS, SKLR, SMET, RRB, CTA, ASK

Sub : Filling up of vacancies of Jr. Clerk-cum-Typist in Pay Band
Rs.5200-20200-1900 against 33 1/3% promotional quota

It is proposed to conduct a selection for promotion of erstwhile Group-D staff to Group-C service as Junior Clerk-cum-Typist in Level-02 [Pay Band Rs.5200-20200+1900(GP)] against 33 1/3% Promotional Quota. The number of vacancies for which selection is conducted with break up of SC/ST/UR is as under:

UR - 07, SC - 02, ST - 01 Total: 10

The following categories of staff whose lien is maintained in MYS Division & working in Level-01[PB 5200-20200+1800(GP)] are eligible to apply.

- The Peons/ Jdr. Peons, Record Sorters and Ferro Printer/Gestetner Operator in GP Rs.1800 whose lien is maintained in Mysuru Division.
- Station Peons in GP Rs.1800 of Operating Department
- All erstwhile Group 'D' staff of **Works side** i.e Store, Watchman, Compound Gangman, Gardern Khalasi, Care taker, Lascar, Rest House Watchman of Engg Department who do not have any definite avenue of promotion Engineering Department (Para No.189 of IREM)
- All Store Watchman, Lascar of Bridge in Engg Department in GP Rs.1800 whose lien is maintained at Mysuru Division.

Note: Helper(Works), Engineering Department are not eligible to volunteer for the above notification, since the avenue of further advancement is provided in PCPO/SWR/UBL No.SWR/P.563/I/Engg/Syllabus &AVC of 16.12.2015.

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

- They should have put in a minimum of 02 years of continuous service in the relevant grade as on 05.12.2018 on successful completion of probation period irrespective of the fact whether such staff belong to GEN/OBC/SC/ST as stipulated in Railway Board Estt No.38/2017.
- Substitute employees are not eligible to volunteer for the above selection.
- Persons employed as Substitutes and who are absorbed after grant of temporary status after 04 months of continuous service are eligible to volunteer provided they have put in a total of 02 years of continuous service in concerned seniority unit including the period of service rendered as substitutes after grant of temporary status.

4. Erstwhile Group 'D' staff on promotion as Jr.Clerk cum Typist will be required to possess a typing speed of 30 w.p.m. in English or 25 w.p.m. in Hindi. However staff not possessing the same will be required to qualify in the prescribed typewriting test within two years from the date of their promotion and if they fail to qualify the typewriting test within the said period, they are liable to be reverted. Exemptions from Typing test as envisaged in Rly Bd's RBE/Estt No.02/2017 is also applicable.

The selection consists of written test 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 three hours for both the part put together.

PART - A: To test the working knowledge in English language.
(50%)

PART - B: To test the General standard of intelligence and proficiency through questions of 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. Questions are to be set in such a manner erstwhile Group 'D' staff of average intelligence and normal standards of efficiency will be able to answer in the written test.
(50%)

In term of PCPO/UBL letter No. SWR/P/R/608/Vol.I dated 13.02.2012, the qualifying percentage of marks for selection of erstwhile Group 'D' employees to Group 'C' posts is prescribed 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 | |

Best Among Failed Scheme:

Even after relaxation, if SC/ST candidates are not available for empanelment or SC/ST slots remain unfilled, Scheme of "Best Amongst Failed " shall be applicable where SC/St candidates securing 20% under written test and record of service separately shall be promoted on Adhoc basis under in-service training.

All those who qualify on the basis of written test and record of service, will be placed in panel in the order of seniority to the extant of vacancies notified. The seniority will be determined in terms of Instructions contained in Rly. Bd's letter No. PC-VI/2008/I/3/I dated 29.10.2008 (RBE No. 160/2008).

Those who volunteer are alerted to be in readiness to attend the written test, the date for which will be intimated shortly. 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 in one bunch to reach this office on or before **07.01.2019.** Applications received after this date will not be considered under any circumstances.

In terms of PCPO/SWR letter No. SWR/P/R/608/Vol.I dt. 10.11.2011. "In case a candidate opts to answer questions in local regional language, he/she is permitted to do so. However since knowledge of English is also necessary for a Clerk this will be tested through questions on English, which have to be answered in English language only. Question paper will be set in bilingual format i.e, English/Hindi.

Those volunteers who opt to answer in local regional language i.e, only in Kannada, shall indicate the same in their applications invariably. No changes are accepted subsequently.

Applications with the following deficiencies will be summarily rejected:

1. Incomplete applications.
2. Unsigned applications.
3. Application signed in capital letters.
4. Applications not forwarded through controlling Supervisory Officials & without signature, date & seal of Office Supervisor.
5. In case a candidate who does not fulfil the terms & conditions stipulated above, and they need not apply.

All Supervisory Officials should give wide publicity of this notification duly exhibiting the same on the Notice Board.

Encl: One Application Proforma

(M.G.MAYAGANNA)

डिवीजनल कार्मिक अधिकारी/IV DPO-IV/MYS
वरिष्ठ डिवीजनल कार्मिक अधिकारी/Sr.DPO/MYS

Copy: PS/DRM & PS/ADRM/MYS
OS/Confidential Sec
DS/SWRMU, DS/AISCSTREA, DS/AIOBCREA
Notice Board

LAST DAY OF SUBMISSION OF APPLICATION TO Sr.DPO/O/MYS is 07.01.2019

PROFORMA

**APPLICATION FOR SELECTION TO THE POST OF JUNIOR CLERK-CUM TYPIST IN
LEVEL-02 [PAY BAND RS.5200-20200-1900(GP)] AGAINST 33 1/3%
PROMOTIONAL QUOTA**

01. Name (in Block Letters)

02. Staff No.

03. Mobile No.

04. Present Designation/Station

05. Date of Birth

06. Date of Appointment

07. Present scale of pay

08. Date of entry into present grade

09. Educational qualification

10. Whether belongs to SC/ST

11. I opt to write the examination in

ENGLISH/KANNADA

(Strike out portion that is not applicable)

Signature of Applicant

Designation

Station

Date

Certified that the above details are verified & found correct.
Forwarded to Sr.DPO/MYS

Signature of Supervisor

Date

Station