

## SOUTH WESTERN RAILWAY



Office of the  
General Manager (Vigilance)  
Railsoudha, 3<sup>rd</sup> floor,  
Vigilance branch  
Gadag Road, Hubli-580 020



No.G.180/Vig/ Notification/Vol.II

Date: 09.01.2023

**All Concerned /SWR****Sub:** Filling up of Ministerial staff in Vigilance dept-reg

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- I. It is proposed to fill up the following ex-cadre posts of Ministerial staff in Vigilance branch/SWR on tenure basis by calling volunteers **(except PS/Stenos, Accounts and RPF staff)**

Sl. No.	Dept	Category	Level as per 7 <sup>th</sup> CPC	No.of posts	Eligibility criteria
1	Vigilance	Ch.OS	In pay matrix level-7	01	Ministerial Staff from any dept in Pay Matrix Level-7 of 7 <sup>th</sup> PC or one grade below . i.e. level-6 of 7 <sup>th</sup> CPC in regular measure. (not MACP)
2		Office Supdt	In pay matrix Level-6	01	Ministerial Staff from any dept in pay matrix level-6 of 7 <sup>th</sup> CPC or one grade below i.e. in pay matrix Level-5 of 7 <sup>th</sup> CPC working on regular measure. (not MACP)
3		Junior Clerk	In pay matrix Level-2	02	Ministerial Staff from any dept in pay matrix level-2 of 7 <sup>th</sup> CPC working on regular measure. (not MACP)

II. The posts of Ch.OS and Office Supdt will be filled by conducting written examination and those who qualify with 60% of marks will be called for the Computer Knowledge Test.

III. The post of Junior Clerks will be filled based on seniority-cum-suitability and the Record of Service for the last three years.

IV. Syllabus

- a) Establishment matters & Notings/Drafting & SOP(Part 'C' & 'F')
- b) Stores Matters (Procurement /condemnation of office equipments)
- c) Budget matters.

V. Terms and Conditions:

- i. For the post of Ch.OS, ministerial staff working in pay matrix level-7 of 7<sup>th</sup> CPC/(PB-II Rs. 9300-34800/-, GP Rs. 4600/- of 6<sup>th</sup> PC) on regular basis (not under MACP) or one grade below.
- ii. For the post of Office Supdt, ministerial staff working in pay matrix level-5 of 7<sup>th</sup> CPC (PB-II Rs. 5200-20200 + GP.Rs.2800/- of 6<sup>th</sup> PC) on regular basis are also eligible to apply. However, they should have put in minimum two years of service in that grade on the date of notification.
- iii. For the post of Junior clerk, ministerial staff working in pay matrix level-2 of 7<sup>th</sup> CPC (PB-II Rs. 5200-20200 + GP.Rs.1900/- of 6<sup>th</sup> CPC) on regular basis are eligible to apply. However, they should have put in minimum two years of service in that grade on the date of notification.
- iv. The volunteers should have put in minimum 02 years continuous service in Railways as on the date of notification.
- v. They should be free from DAR/SPE/Vigilance cases and should not have been taken up under DAR as a result of SPE/Vigilance cases during their entire period of service. They should have good record of service with proven integrity.
- vi. Application of only those who can be spared on their selection alone may be forwarded. It may be noted that it will be compulsory to relieve the employee after selection.
- vii. Vigilance is an ex-cadre organization. Therefore, staff selected for posting in the vigilance department will continue to maintain their lien and seniority in their parent department/cadre.
- viii. Volunteers who are applying in response to this notification should note that they are required to join immediately and refusal to join the relevant post will not be agreed to and the same will be viewed seriously.
- ix. The normal tenure in vigilance is **three years**. However, continuance depends upon the individual performance and integrity. They are liable to be repatriated to their parent department at any time short of completion of tenure without assigning any reason.
- x. Applications should be submitted in the proforma enclosed complete in all respects and duly signed by the applicant and the respective controlling officer.

**File No.SWR-ZHQ0VIG(GENL)/22/2021-O/o Ch.OS/VIG/SWR**

- xi. Applications should be submitted through proper channel and after obtaining necessary approvals.
- xii. The last date for the candidates to submit their application to their supervisory officials is **31.01.2023**
- xiii. The applications along with the last three years of APARS/Working reports with grading Very good and above only are to be forwarded to this office on or before **10.02.2023.**
- xiv. Applications received in this office after stipulated date will not be entertained.
- xv. Candidates should treat this notification as an alert notice and should be in readiness to appear for the written examination at short notice wherever applicable.

Digitally Signed by H T  
Madakari Naika  
Date: 09-01-2023 13:06:32  
Reason: Approved  
AVO/Genl/SWR  
for SDGM/SWR

Copy to: CAO/CN/BNC  
DRM/UBL, SBC & MYS  
CWM/UBLS & MYSS  
Sr.DPO/UBL, SBC & MYS  
Dy.CPO/CN/BNC

For wide publicity and other  
necessary  
action please.

Application for the post of Chief Office Supdt in Level-7, /Office Supdt in Level-6 and Junior Clerk in Level-2 of Pay Matrix 7<sup>th</sup> PC in Vigilance organization/SWR/HQ

Affix a recent passport size photo duly attested

1	Name of the Candidate:	
2	Designation:	
3	P.F.No./NPS No:	
4	Place of Posting:	
5	Department:	
6	Division /Unit:	
7	Pay Scale (on regular measure):	
8	Date of entry into present grade (on regular measure)	
9	Date of Birth	
10	Date of appointment in Railways:	
11	Educational Qualifications:	
12	Experience (please indicate different posts held with period)	
13	Whether involved in any Vigilance/SPE/D&AR case:	
14	Whether worked as ChOS/OS/Junior clerk in the past (if yes, please indicate period and place):	
15	Whether awarded any penalty in the past as a result of Vigilance case (if yes, please mention details of penalty and period)	
16	Whether belongs to SC/ST/OBC	
17	Working knowledge in computers	
18	Medium of Examination English or Hindi: ( applicable for level-7 & Level-6 only)	
19	Cell No:	

Signature of the applicant

1. Whether the applicant is involved in any current vigilance /SPE/DAR case (if yes, furnish details)
2. Whether any penalty imposed in the past as a result of vigilance case. (if yes, furnish details)

Date:

Place:

Signature of the controlling officer

With designation