



SOUTHERN RAILWAY

No. P(S)535/VIII/Promotion /Field Worker /50%

Headquarters Officer,
Personnel Branch,
Chennai – 600 003,
Dated: 30.03.2023.

PCMD,MD/RH/PER,
DRM/P/MAS, TPJ, MDU,SA,PGT, TVC

Corrigendum

Sub: Notification for Filling up of vacancies of Field Worker in Level -2 of VII
CPC Pay Matrix (G.P. Rs. 1900/-VII CPC) against Promotional quota
(50%) in Medial Department – regarding.

Ref: This Office Notification dated 28.02.2023.

Further to this office notification cited above, it is advised that the date mentioned in
Para-10(a) may be read as **28.02.2023** instead of 07.04.2022.

The remaining terms and conditions holds good,

Subsequently, the closing date for employees to apply on line has been extended
from **23.03.2023 to 06.04.2023**. The respective Personnel Office shall take action in terms
of Para 2(iv) on or before **11.04.2023**.

(S. Sangeetha)

Asst. Personnel Officer /GL
For Principal Chief Personnel Officer

Copy to : OS / System/HQ - for kind information and necessary further action, Please.



SOUTHERN RAILWAY

No. P(S)535/ VIII/Promotion / Field Worker/50%

Headquarters Office,
Personnel Branch,
Chennai-600003,
Date:28.02.2023.PCMD/MMC/MAS, MD/RH/PER.
DRM/P/MAS,TPJ, MDU, SA, PGT, TVC.
CMS/MAS, TPJ,MDU,SA,PGT,TVC

Sub: Notification for filling up of vacancies of Field Worker in Level -2 of 7th CPC Pay Matrix (GP Rs.1900/- VI PC) against Promotional Quota (50%) in Medical Department.

It is proposed to conduct a selection to fill up 5 vacancies (**UR-3,SC-1 &ST-1**) of Field Worker in Pay Matrix Level -2 of 7th CPC Pay Matrix (GP Rs.1900/- VI PC) against Promotional Quota (50%) in Medical Department.

1. **Eligibility Criteria:**

Volunteers are called through online mode amongst Erstwhile Group "D" staff in Level-1 of VII CPC Pay Matrix of Medical Department who are having minimum qualification of SSLC or Matriculation Pass or Equivalent **with a minimum 2 years of regular service** as date of notification and Selected employee will be posted as Field Worker in Level -2 of VII CPC Pay Matrix in any Division / Unit of Medical department **where vacancies exist in Division/units.**

2. **Procedure to apply through online:**

Applications should be submitted through online mode only duly adhering to the procedure and instructions envisaged in PBC No. 150/2022 dated 30.08.2022 the link for the same will be made available from 08.03.2023 to 23.03.2023 in the Personnel Branch notification website at <https://notifications.srhqpb.in> and also in the Rail net website of Southern Railway .

Opening date : 08.03.2023

Closing date : 23.03.2023

The employee willing to apply for the selection to the post of Field worker in Level -2 of VII CPC against the promotional quota(50%) in Medical department to submit their application through the above mentioned website in online mode only. **Applications received from any other mode will be summarily rejected.**

The instructions to applicants briefing the procedures/registration of applications through online mode will be included in the website notifications for information and guidance.

The list of supporting downloaded as detailed below should be kept in PDF format (to be attached along with the application) as the case may be

- i. Community Certificate in the case of reserved community employees.

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- ii. Certificate in support of Educational qualification other than qualification mentioned in the Service Register.
- iii. After the closing date of application, the cadre Dealer /Personnel Officer should login and download the applicant details in Excel Format.
- iv. The respective cadre dealer /controlling Personnel Officer should verify the correctness of the particulars of each applicant in the downloaded excel file with service Register and other available relevant records. After due verification, each applicant has to be certified in the excel file in remarks column without fail, the same has to be uploaded in the website along with the covering letter, a copy should also be forwarded in e-office to the undersigned as e-receipt on or before, 17.00 hrs 31.03.2023.
- v. Wide publicity of the notification may be given by exhibiting in the office Notice Boards for information of all staff concerned.
- vi. For any inquires, the applicants may contract the Railway Phone number for support is **23664** and concerned dealer **Mobile No. 9445410178**.

6. Selection Procedure.

- a). As per the instructions contained in Railway Board's letter No.E(NG)1-2003/CFP/2 dated 22.09.2003, (RBE 165/2003) there will be no viva voce and the selection will be based on the written examination and scrutiny of Service Record. The Written Test will consist of **85 marks** and Record of service will consist of **15 marks**. Though there are no marks awarded for seniority, the selection will be finalized based on seniority in terms of Rly. Board's letter No. E(NG)I/2011/PM-1/26 dated 06.02.2014 and as clarified vide Railway Board's letter of even no.dt.05.05.15 (RBE 43/2015).
- b). In terms of PBC No. 08/2009, the employees should obtain 50% marks in the written test and 50% in the aggregate for being placed in the panel. In respect of SC/ST employees, 10% relaxation in qualifying marks is allowed against reserved vacancies, and accordingly they should get 40% marks in the written examination and 40% marks in aggregate for being placed in the panel. However the promotion of empanelled employees is subject to availability of vacancies at appropriate time.

7. The details of Syllabus:

The written examination consists of one Question paper of **2 hours duration** to test **Physiology of Conception, Contraception –various methods, National Immunization schedule –EPI, Nutrition, Antenatal and post natal Care, Target Group for Family Planning , Incentives for accepting small family norm –Special Casual Leave, Cash Incentive, Concession on Interest on HBA , Maternity Leave, Paternity Leave, Leave for Recanalisation & IUD Insertion, Personal Hygiene, Communicable and Non-Communicable Disease, HIV/AIDS, Vital Statistics- Birth Rate, Death Rate, IMR, MNR, etc., Organizational Chart for Family Welfare Branch and the Medical Department, Record Keeping – Maintenance of various Records Viz., Registers, Health Cards, Reports.**

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8. Question Patten

In terms of Railway Board's letter No.E(NG)I-2018/PM1/4 dated 14.02.2018, the written examination will consist of objective type **questions for 100 %** of the total marks.

9. Option for language

In terms of Railway Board's letter No.E(NG)I-90/PM1/41 dated 08.07.1992, use of Regional language in lieu of English & Hindi is permitted. The term "Regional Language" as used here means, the Official language of the state **in which the office is located**. Accordingly, use of **Tamil and Malayalam** are allowed.

10. Required service and reckoning regular service

- a). Employees with a minimum of 2 years regular service as on 07.04.2022 viz., the date of notification are eligible to apply, in terms of PBC No.59/2017 dt.06.05.2017.
- b). Service rendered in the old Cadre/Unit in respect of employees who have come to Headquarters seniority unit on request transfer will count for qualifying service for the purpose of the above selection subject to the condition that the category in which he was working in the old unit is eligible for the selection/post in the new unit also as per Railway Boards letter No. E(NG)i-2006/CFP/9 dt.27.7.06.

11. Notice to all concerned employee;

The Cadre Controlling Personnel Officers and other Controlling Officers should ensure that the notification is brought to the notice of all concerned. If any of the employees belonging to Headquarters seniority Unit is on deputation elsewhere, with their lien still on this unit, they should also be intimated about this notification.

Digitally Signed by

S.sangeetha

Date: 28-02-2023 13:36:42

Reason: Approved

(S.Sangeetha)

Asst. Personnel Officer/ GL
for Principal Chief Personnel Officer

Copy to : All Personnel Branch Officer
All Ch.OS /PB/HQrs,
Ch. SLWI/System to upload in the Rail net.
GS/SRMU, GS/NFIR,GS/AIOBC, GS/AISCST

Selection for the Post of xxxxxxxxxxxxxx xxxxxxxx

Guidelines for the employees to fill up the online application

1. The online application for Selection for the Post of - - - - -
www.srhqpb.in from to . The link for the web portal is available under the link **Personnel Department section of the Southern Railway** internet website and also in **Railnet website of Southern Railway**.
2. The detailed instructions for applying 'on line' is also available in the web portal.

Steps for filling on line Application form

- i. Employees has to Click on "Apply here" for 'Registering' their application online.

- ii. **Basic Details:**

Employees has to fill up his "Basic Details" in this. It is mandatory and hence all the columns are needs to be filled. On filling up the details press "Next". A pop-up window will display the details as entered by the employee. Click on close to proceed to next tab - "Initial Appointment Details"

- iii. **Initial Appointment Details**

Employees has to fill up his "Initial Appointment Details" in this. It is mandatory and hence all the columns are needs to be filled. On filling up the details press "Next". A pop-up window will display the details as entered by the employee. Click on close to proceed to next tab - "Present Posting Details"

- iv. **Present Posting Details:**

Employees has to fill up his "Present Posting Details". It is mandatory and hence all the columns are needs to be filled. In case if the employee is working in "Ex-cadre" then by selecting "Yes" in the "Whether Present Post is Ex-Cadre Post", the following details needs to be filled up before proceeding to next option "Whether worked in Ex-cadre Post previously".

In case if the employee has worked in "Ex-cadre" post previously then by selecting "Yes" in the "Whether worked in Excadre Post previously", the following details needs to be filled up before proceeding to next option.

On completing all the fields in "Present Posting details" press "Next". A pop-up window will display the details as entered by the employee. Click on close to proceed to next tab - "Other Details"

- v. **Other Details:**

Employees has to fill up his "Other Details". It is mandatory and hence all the columns are needs to be filled.

Employees has to check the declaration option and pressing "Register" button, will proceed to "Click here to download Application" Screen.

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Note:

Once registered the employee cannot modify the details entered by him. So ensure that all details filled are correct.

Your application for Selection for the Post of **XXXXXXXXXXXX XXXXXX** is successfully registered and your Application Number is "**XXXXXXXXXXXX**".

3. The application has to be downloaded from the portal either by "Click here to download Application" Screen after pressing "Register" button

Or

by selecting "View application" menu on the left

A printout of the same should be taken.

4. In the "Printed Application" after signing, paste the Passport size photograph in the space provided duly attested by the "Supervisor".
5. Please get the application forwarded by the Supervisor in the space provided in the application.
6. The status of the application can be viewed any time by clicking on the click here option under "Check Application Status "

On pressing the same you will be prompted to enter "Application No: & DOB" or "IPAS No: & DOB" combination to log in.

7. Once you enter the required details you will be allowed to login to verify the status of your application.
8. Then the completed application along with the **the Copy of Community Certificate and Copy of Educational Qualifications / Technical Qualifications as a Single PDF Document** should be scanned and uploaded by in the portal in PDF format as a single file by the employee before closing date, by selecting "Uploading of Application" menu option on the left.

Please click on the "Choose File" button and in the popup window, select the scanned PDF file (**Application + Educational Qualifications / Technical Qualifications + Community Certificate (If applicable)**). Then fill up the remarks field and press "Submit" button.

9. Once the application is submitted, the status of the application is changed from "Application Registered" to "Submitted with Forwarding of Supervisor". This can be seen from the employee "Dashboard" itself.
10. Willing employees should follow the Guidelines and must ensure that all the particulars have been filled up completely and correctly.
11. The portal to upload the applications by the employees will be open upto closing date and no further correspondence in this connection will be entertained.
