



SOUTHERN RAILWAY

Headquarters Office,
Personnel Branch,
Chennai – 600 003
Dated: 07.11.2023

No.P(S)608/I/4/Instructor/Works/Vol III

**CAO/ CN & MTP/MS, CAO/CN/ERS, CPD/RE/MS
DRM(P)s/ MAS, TPJ, MDU, SA, PGT, TVC**

Sub: Selection for filling up the post of **Instructor / Works** in Level- 7 of VII
CPC Pay Matrix (Ex-cadre – Tenure) at **SOUTHERN RAILWAY CIVIL
ENGINEERING TRAINING CENTRE / TAMBARAM** (i.e. **SRCETC/TBM**)
- Engineering Department – reg.

Ref: 1.Railway Board's letter no. E(MPP)2023/3/6 dated 04.09.2023.
2. Notification issued vide this office letter of even no dated 09.03.2023
& 19.04.2023.

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The earlier notification dated 09.03.2023 cited under reference (2) for the above selection to the post of Instructor / Works as mentioned in the subject is hereby cancelled due to administrative reasons.

Now, it is proposed to initiate a fresh selection for filling up of **One (1)** existing vacancy of Instructor /Works in Level-7 of VII CPC Pay Matrix **at SRCETC/TBM on Ex-cadre tenure basis.**

- 1) **Tenure:** The tenure of posting of above Instructor/Works will be **5 years** from the date of joining the Training Centre.
- 2) **Eligibility conditions:**
 - i) (a) Applications are invited from the employees working on regular measure as SSE/Works In Level-7 and JE/Works in Level-6 of VII CPC Pay Matrix with minimum 10 years service.
(b) The volunteers should have completed 10 years regular service in JE/Works category. The employees appointed through DRQ as SSE should have completed 10 years regular service in the category of SSE/Works. The employees who were promoted as SSE/Works against PQ should have completed 10 years regular service both in JE & SSE categories combined together.
 - ii) Knowledge of Computer, Auto CAD and knowledge in Hindi is desirable.
 - iii) Candidate with degree in Civil Engineering is preferable.
 - iv) **Age limit:** Upper age limit as on date of issue of this Notification is **58 years.**

- v) Employees working in an ex-cadre post can be considered for another ex-cadre post subject to the condition that the total period of tenure in such ex-cadre posts taken together shall not exceed five years in total. A minimum cooling off period of two years is mandatory for consideration of an employee in one ex-cadre for posting to another ex-cadre post. (PBC No.116/2023)
 - vi) The selection process will consist of Written test and Class room lecture trial. In terms of PBC No. 263/2018, written test will consist of objective type question (MCQ) only and there will be negative marking @ 1/3 marks for wrong answer in terms of PBC No.264/2019.
 - vii) In terms of Railway Board's letter No. Hindi/87/OL/1/10/3, dated 03.11.1988, there will be questions in Official language policy & rules for at least 10% of the total marks prescribed which is optional.
- 3) All volunteers i.e, from both Level -7 & Level -6 who fulfils the above eligibility conditions and found eligible for the selection will be permitted to appear for the selection. However, if employees in Level-7 are adjudged suitable in the selection, they will have preference over those in Level-6. Merit position will be drawn separately for those in Level-7 and those in Level-6 to decide the panel position. If an employee in Level-6 is selected, then the post of Instructor/Works in Level-7 will be downgraded to Level-6 in VII CPC in terms of Railway Board's letter No. E(MPP)2002/13/2, dt.04.01.2007.
 - 4) The selected employees shall undergo multidisciplinary training. The selected employees should involve themselves in day to day activities of the Training Centre.
 - 5) **Training Allowance:** 12% of Basic Pay (as per Board's letter No. E(MPP)2012/3/28, dt. 06.10.2017).
 - 6) The syllabus for the above selection is enclosed as Annexure – II.

GENERAL INSTRUCTIONS FOR SUBMITTING APPLICATIONS

- a) Applications should be submitted through online mode only from **16/11/2023 to 28/11/2023** at **<http://notifications.srhqpb.in>** duly adhering to the procedures and Instructions envisaged in PBC No. 150/2022 & 232/2022.
- b) The link for the web portal will be made available from **16/11/2023** in the Personnel Department website **<https://notifications.srhqpb.in/>** and also in the Railnet website of Southern Railway
- c) The employees willing to apply for the above selection have to submit their applications through the above mentioned website in online mode only. Applications received from any other mode will be summarily rejected.
- d) The employees should upload the requisite documents in the above mentioned website **In PDF format as a single file only.**

- e) After submission of the application by the employee, Cadre Personnel Officer will download applicant details in Excel format by duly login with username and password provided already and certify the correctness of the application, make necessary changes if any in Excel sheet duly mentioning the correction details in Remarks column. A covering letter duly indicating the eligible / ineligible application details along with corrected / updated Excel file should be forwarded to HQrs in e-office on or before **30/11/2023**.
- f) The specimen application form along with syllabus are annexure-I herewith for information to the applicants.
- g) **Only employees who are willing to work as Instructor / Works at SRCETC / Tambaram may apply.**
- h) If there are no volunteers for the proposed selection of Instructor/Works then the Cadre controlling officer/Personnel Officer concerned shall send NIL report on or before **30/11/2023** through e-office certainly to avoid delay in processing of the selections.
- i) Wide publicity may be given to this letter, duly exhibiting in the office notice boards for information of all staff concerned.

Assistant Personnel Officer / IR&Trg

Copy to : PCE, CE/GI, CE/Works

Dy.CE/Works, Dy.CPO/CN/MS, SPO/MTP/MS

DRM (W)/ MAS, TPJ, MDU, SA, PGT, TVC.

Principal/SRCETC/TBM

GS/SRMU, GS/AISC&ST Association, GS/AIOBC Association

ANNEXURE-II

Syllabus for the Selection of Instructor – Works at SRCETC/TBM

1. Building materials and construction.
 2. General Conditions of Contract for works and Service.
 3. Standard Specifications.
 4. Schedule of rates.
 5. Elementary of soil Mechanics including determination of Safe bearing capacity of the soil. Terms used in soil mechanics, Properties of soil, Classification of soil, identification of soil, Compaction & Quality control in earth work, Rehabilitation of weak formation, Soil exploration and foundation.
 6. Water supply and Sanitary engineering.
 7. Earth Work:- Soil suitable for banks, Mechanical compaction of banks, Special precautions for banks in black cotton soil, Measurement for lead, lift and calculation of cubical contents.
 8. Estimating materials and labour for important terms of works in building.
 9. Survey:- Classification of survey, reconnaissance survey, Preliminary Survey, Final location survey and survey reports. Laying of Simple circular curve by tangential off set method, Long chord off set method, Quartering of versine method, Chord deflection method and theodolite method, Transition curve, Necessity, Shape, Length and laying of transition curve.
 10. Work order and contract's bills.
 11. Procedure of land acquisition and custody and management of land.
 12. Encroachments and eviction.
 13. Account of railway materials including procedures for procurement.
 14. Stock verification.
 15. Stocks sheets and return to be submitted.
 16. Disposal of released and surplus materials.
 17. Schedule of dimensions.
 18. Knowledge of general and subsidiary rules.
 19. Engineering Code.
 20. Indian Railway Works Manual.
 21. PERT and CPM.
 22. Railway service conduct rules, Leave rules, Pass rules, Medical assistance rules, Pension Scheme, Staff benefit fund, Discipline and Appeal rules, Hours of employment regulation act, Workman's Compensation Act, Payment of Wages Act, Minimum wages Act, Pay sheet, Trade Test, Establishment records in SSE/SE/JE/Work's office, Provident fund, PNM, JCM, PREM.
 23. Questions in official Language act to the extent of 10 marks.
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