



SOUTHERN RAILWAY

Headquarters Office,
Personnel Branch,
Chennai – 600 003
Dated: 29.02.2024

No.P(S)608//4/Instructor/D&D

**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 / Design & Drawing in Level- 7 of VII CPC Pay Matrix at SOUTHERN RAILWAY CIVIL ENGINEERING TRAINING CENTRE/ TAMBARAM (i.e. SRCETC/TBM) - Engineering Department – reg.

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It is proposed to initiate a selection for filling up of **One(1)** existing vacancy of Instructor/D&D 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/D&D will be 5 years from the date of joining the Training Centre.
- 2) **Eligibility conditions:**
 - i.
 - a) Applications are invited from the employees working in Civil Engineering Department on regular measure as SSE/D&D and JE/ D&D with minimum 10 years service.
 - b) The volunteers should have completed 10 years regular service in JE/ D&D category. The employees appointed through DRQ as SSE should have completed 10 years regular service in the category of SSE/ D&D. The employees who were promoted as SSE/ D&D 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 Ex-cadre posts are advised not to apply.
 - 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 of 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 who fulfil the above eligibility conditions and are found eligible for the selection will be permitted to appear for the selection. However, if SSE is adjudged suitable in the selection, they will have preference over JE. Merit position will be drawn separately for SSE and JE to decide the panel position. If any JE is selected, then the post of Instructor/ D&D 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 – I.

GENERAL INSTRUCTIONS FOR SUBMITTING APPLICATIONS

- a) Applications should be submitted through online mode only from **11/03/2024** to **27/03/2024** 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 **11/03/2024** 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 **05/04/2024**.
- f) **Only employees who are willing to work as Instructor / D&D at SRCETC / Tambaram may apply.**
- g) If there are no volunteers for the proposed selection of Instructor/ D&D then the Cadre controlling officer/Personnel Officer concerned shall send NIL report on or before **05/04/2024** through e-office certainly to avoid delay in processing of the selection.
- h) Wide publicity may be given to this letter, duly exhibiting in the office notice boards for information of all staff concerned.



Roja Murali

Assistant Personnel Officer / Welfare & IR.
For Principal Chief Personnel Officer

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

Syllabus for the Selection of Instructor – DESIGN AND DRAWING at SRCETC/TBM

CIVIL ENGINEERING (GENERAL)

1. Surveying –Basic principles –Type of survey –Survey equipment –Auto level, Total station, DGPS-LIDAR-Simple circular curves.
2. Strength of material, Analysis of structures, Structural design-RCC & PSC structures, steel, structures, Soil mechanics, Foundation engineering.
3. Hydrology, Hydraulics and hydraulic structures.

CIVIL ENGINEERING (RAILWAY)

4. Basic duties and role of SSE/JE Design & Drawing.
5. Specification of works and materials for way and works vide IS and IRS codes.
6. Unified standard schedule of rates. Delhi schedule of rates. Rate analysis for non- schedule items. Analysis of rate for standard schedule of rates.
7. Preparation of sketch, GAD, ESP, Longitudinal section, cross section, index section, index plan, Land plan, diagram for PWay, Bridge, Building and miscellaneous structures.
8. Computation of quantity for way and works.
9. Estimates, works programs, tender schedule, work order, Quotation, contract variation in works, General condition and special condition of contract.
10. Relevant portion pertaining to Design(Yard, Curve, Layout, Hydraulic, PCC, RCC, PSC, Steel) plan, estimate, proposals, land acquisition, measurements, payments, scrutiny of proposals, Applying, Getting component authority approval/sanction for plans, works and lines –CRS sanction etc., covered in Engineering code, SOD, SOP, PWay manual, Track manual, Welding Manual, LWR/CWR Manual, Works manual, Bridge manual, RDSO guidelines, PWay Softwares, Railway Board circulars, IRICEN guidelines, IS codes, substructure code, Concrete bridge code, steel bridge code, Bridge rules and other relevant manuals etc.,
11. Dynamic analysis, checking the strength of existing structure.
12. Computer working knowledge in Auto cad, Design software, Excel, MS office, Power point etc including “e” office, IREPS, IRPSM, IRWCMS, IPAS, GeM, TMS, BMS, etc.,
13. Financial rules pertaining to budget, allocation, expenditure and accounts.
14. Establishment rules.
15. Official Language.

