



SOUTHERN RAILWAY

Headquarters Office,
Personnel Branch,
Chennai – 600 003
Dated: 27.08.2024

No.P(S)608/I/4/Instructor/P.Way/Vol II

**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 /P.Way** 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.

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It is proposed to fill up Two (02) vacancies of Instructor /P.Way in Level-7 of VII CPC Pay Matrix of Civil Engineering Department at SRCETC / TBM on Ex-Cadre tenure basis through a process of selection by calling the volunteers from the employees working as SSE/P.Way in Level-7 and JE/P.Way in Level-6 in Civil Engineering Department of Southern Railway.

Teaching Allowance :

The candidates selected as Instructor/P.Way are entitled to draw Training allowance @ 12 % of Basic Pay.

Quarters retention :

The candidates selected as Instructor in Training Institutes are permitted to retain Railway Quarters at the previous place of posting for a maximum period of two years from the date of joining as Instructor. (RBE 89/2003)

1. Eligibility Conditions :

- a) The applicants should not have crossed the age of 58 years as on the date of notification. (RBE No. 104/2023)
- b) Applications are invited from the employees working on regular measure as SSE/P.Way in Level-7 and JE/P.Way in Level-6 of VII CPC Pay Matrix with minimum 10 years service. The volunteers should have completed 10 years regular service in JE/P.Way category. The employees appointed through DRQ as SSE should have completed 10 years regular service in the category of SSE/P.Way. The employees who were promoted as SSE/P.Way against PRQ should have completed 10 years regular service both in JE & SSE categories combined together.
- c) Knowledge of Computer, Auto CAD and knowledge in Hindi is desirable.
- d) Candidate with degree in Civil Engineering is preferable.

e) 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).

2. Selection Process :

- a) In terms of RBE No. 79/2019, selection process will consist of Written test and Class room lecture trial. The maximum mark is 100 and qualifying mark is 60 %.
- b) In terms of PBC No. 263/2018 & 46/2019, the written examination shall comprise of 100% objective type multiple choice questions. There will be negative marking @ 1/3 marks for wrong answer in terms of PBC No.264/2019.
- c) 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. General Instructions for submitting online application:

- a) Applications should be submitted through online mode only from 02.09.2024 to **20/09/2024** 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 02.09.2024 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 applications through online mode only. Applications received from any other mode will be summarily rejected.
- d) The list of supporting documents as detailed below should be kept in PDF format (to be attached along with the application) as applicable.
- Community Certificate in case of reserved community employee
 - Educational Certificates other than qualification mentioned in SR
 - Other relevant documents sought in the notification
- e) After the closing date of the application, the Cadre Dealer/Personnel Officer should login and download the applicant details in Excel Format. The respective cadre dealer/controlling Personnel Officer should verify the correctness of the particulars of each applicant in the downloaded excel file with the 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 of the same should also be forwarded in e-Office to the undersigned as e-receipt on or before **17.00 hrs of 30/09/2024**.

- f) If there are no volunteers for the proposed selection, then the Cadre controlling officer/Personnel Officer concerned shall send a 'Nil' report on or before **30.09.2024** through e-office certainly to avoid delay in processing of the selection.
- g) The syllabus for above selection is enclosed as annexure-I herewith for information to the applicants.
- h) **Only employees who are willing to work as Instructor / P.Way at SRCETC / Tambaram may apply.**
- i) All volunteers i.e, from both Level -7 & Level -6 who fulfills 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/P.Way 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. Tenure:

- a) In terms of RBE No. 104/2023, maximum tenure of Instructor in one consecutive spell should be 5 years.
- b) The employees posted as Instructor / P.Way will be repatriated to the parent cadre at least three months prior to the date of their superannuation or when their performance is found to be not satisfactory at any time without assigning any reasons whatsoever, whichever is earlier.
5. Since the post of Instructor is an Ex-cadre post and filled on voluntary basis, no rule of reservation is applicable.
6. The panel will be declared in the order of merit. **Selected employees will not normally be allowed to decline the post.**
7. Wide publicity may be given to this letter, duly exhibiting in the office notice boards for information of all staff concerned.

(C. Anjani Kumar)
Assistant Personnel Officer / IR&Trg
For Principal Chief Personnel Officer

Copy to : PCE, CTE, CE/Genl
Dy.CE/Track, 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
CH.OS/Systems/Pers/HQ

ANNEXURE-I

Syllabus for Selection to the post of Instructor – P.Way at SRCETC/TBM

Part-A

1. Indian Railway P.Way Manual, Track Manual, Track Machine Manual, Engineering code, Small track machine Manual.
2. Manual of Alumino – Thermic welding of rails.
3. LWR Manual
4. USFD Manual
5. GRS with subsidiary rules with emphasis on chapter – I, III, VI, VII, XV, & XVI.
6. Schedule of dimension on BG and MG.
7. Lay out calculations for modelling of yard, crossing station, etc.
8. Schedule of powers in works, stores and establishment matters pertaining to the level of SSE/P.Way and AENS.
9. Knowledge on TMS & Rail grinding.

Part-B

- 1. Revenue and works budgets, control over expenditure** – Preparation of preliminary works programme. Final works programme, works budget, Demand for grants, Expenditure and budgetary control, Responsibilities with regard to expenditure budgetary control, Budgetary reviews and Exchequer control.
- 2. Surveys, Estimates and construction of new lines** – Engineering surveys- Classification of survey, Reconnaissance survey, Preliminary survey, Final location survey, Survey reports. Kinds of estimates, Abstract estimate, Detailed estimates, Supplementary estimate and Revised estimates, Project abstract estimate, Completion estimates, Estimate of open line works, Estimate of deposit works, checking of estimate and currency of sanction, completion report.
- 3. Engineering stores and their accountal** – Procuring of office stationary and stores, Procuring of P.Way stores for maintenance and for special works, Classification of stores, Accountal of stores, Stock verification reports, Disposal of surplus stores, Overhauling of stores, Numerical ledgers & inventory control, section register of SE/P.Way.
- 4. Acquisition, disposal and management of land** – Land acquisition, Demarcation of land boundaries, Licensing / Leasing, Relinquishment of railway land. Types of encroachments and prevention & removal of encroachment, PPE Act, Afforestation.
- 5. Personnel** – HOER, Factory Act, Industrial Dispute act, DAR, Leave and Pass Rules, Pension rules, Decasualization, Rules for recruitment of class IV and casual Labour.
- 6. Official Language.**

