

## INTEGRAL COACH FACTORY/CHENNAI-38

No.PB/S4B/213/33-39/30 Vol.II

Office of the CPO  
Personnel Branch/Shell  
Date:09.03.2016

### C I R C U L A R

Sub: - Filling up of the vacancies of Points Man Gr.II/Ex-cadre in  
Pay band Rs.5200-20200+1800 G.P in the Yard Organisation  
of Mechanical Department.

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It is proposed to select suitable employees to fill up the following vacancies of Points Man Gr.II( Ex-cadre) in pay band Rs.5200-20200+1800 G.P. in Yard Orginasion of Mechanical Department.

Sl. No	Trade	Pay Band + Grade pay Rs.	No of vacancies				Medical classification
			SC	ST	UR	Total	
1	Pointsman Gr.II (Ex-cadre)	5200-20200+1800	2	2	4	8	A2

#### Eligibility criteria

All Group D in pay band Rs.5200-20200+1800 G.P. (except RPF staff) who have completed their probation successfully and those in pay band Rs.5200-20200+1800 G.P. on regular basis as on date of issue of the circular will be eligible to apply to the above post.

#### How to apply

Employees who fulfill the service condition and are willing to be considered for the above post should submit the application in the prescribed form in **Annexure-I** to their respective supervisory officials on or before **29/03/2016**. In turn, the supervisory officials will forward the applications to APO/M on **01/04/2016** in one lot. There should not be any correction or over writing in the applications. Any application received thereafter will not be entertained under any circumstance.

#### LAST DATE FOR APPLICATION 29/03/2016

Application will not be received directly from the employees. Applications received in this office after the due date will not be considered under any circumstances. The applications received other than in the prescribed form and incomplete applications will be rejected.

Employees who volunteer and are selected will not be allowed to withdraw their applications. They will be liable for DAR action, if they fail to join to the above ex-cadre post.

Contd.,



**Mode of selection**

The eligible and suitable senior most volunteers to the extent of the number of vacancies who get selected will have to undergo medical examination in A2 category for fitness. The selected employees who are found medically fit will be deputed to undergo Four Weeks Training (i.e.2 weeks training at open line yard organization and 2 weeks training at ICF yard organization). After completion of training they have to pass a practical test before being posted as Pointsman Gr.II / Ex-Cadre.

**Medical examination**

Employees who get selected will have to undergo medical examination in A2 category for fitness.

**Training**

The selected employees who are found medically fit will be deputed to undergo **Four Weeks Training** (i.e.2 weeks training at open line Yard organisation and 2 weeks training at ICF Yard organisation). After completion of training they have to pass a practical test before being posted as Points man Gr.II ( Ex-Cadre).

**Lien and Tenure period**

Employees selected and posted shall work as Points man Gr.II (Ex-cadre) for 5 years on tenure basis. They will retain their lien in the parent cadre and will be allowed to return earlier to their parent cadre only on promotion. If transferred to parent cadre, they will be posted to the position they would have occupied in cadre with reference to their immediate junior.

All the supervisors are requested to give wide publicity to the circular and convey the contents to the employees working under their control who are eligible to apply even if they are on leave /sick, etc.

Assistant Personnel Officer/M

No.PB/S4B/34-39/30 Vol.II dated 09/03/2016

Copy forwarded for information and necessary action to: -

CME, CEE, CWE/SH&FUR, CDE/SHELL, JIG & TOOL/Fur, CDE/Ele,  
Dy.PA&CAO/Shell and Fur, Dy.CME/P'g, Dy.CEE/P/Fur, Dy.CME/Sh & Fur, Dy.CME/Plt,  
SME/Plt, M&P, WM/A/Shell and Fur, WM/M/Shell and Fur, WM/ele. GM's Office.  
IOW/General. SM., Fur, Horticulture and 3 Office, Health Officer, Data Center, Office  
Canteen/Sh and Fur, Workers Canteen/Shell and fur, ICF/Hospital, Ch.OS/TTC, CBS, CMT/Lab  
shell and Fur, TS/TO/Shell, and Fur Rail Museum and all Staff Council Members,OBC Assn.,  
SC/ST Assn.

**LAST DATE FOR APPLICATION 29/03/2016**

**ANNEXURE - I**

**Notification No.PB/S4B/34-39/30 Vol.II dated 09/03/2016**

Application proforma for selection to the post of Points Man II/ Ex-cadre in Pay Band Rs.5200-20200+1800 GP

1. Name of the Employee (In Block Letters) :
2. Employee Number :
3. Qualification :
  - a) Academic :
  - b) Technical :
4. Whether the employee belongs to :  SC  ST  UR  
(Tick the community column)
5. Documents attached :
  - a) Academic/Technical Certificate : Yes  No
  - b) Community Certificate : Yes  No

Signature of Employee

Forwarded by:

SSE/Ch'OS/Shops/Office

Dated: