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09 SEP 2014

मवारी डिब्बा कारखाना, चेन्नै - 38.
Integral Coach Factory, Chennai-38.

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. ERB-I/2014/3/1

New Delhi, Dated 03-09-2014.

CIRCULAR

Sub: Filling up the Group 'B' Gazetted ex cadre post of OSD/TP/Railway Board in PB-2 Grade Rs.9300-34800/- plus Grade Pay Rs. 4800 - inviting applications therefor.

It is proposed to fill up the Group 'B' /Gazetted/ex-cadre post of OSD/TP, Railway Board in Pay Band-2 Grade Rs.9300-34800/- plus Grade Pay Rs. 4800/- on deputation basis. Officers of the Indian Railways (including Railway Board) possessing the following service conditions & educational qualifications are eligible for being considered for the post :-

- (a) (i) Holding analogous posts on regular basis; or
(ii) With 3 years regular service in the posts in scale of PB-2, Rs. 9300-34800 + Grade pay of Rs. 4600; or equivalent or
(iii) With 8 years regular service in the posts in scale of PB-2, Rs. 9300-34800 + Grade pay of Rs. 4200; or equivalent .
- (b) Educational Qualification and experience:
- (i) Degree from a recognized University or equivalent.
(ii) Five year's working experience in Operating/Planning Department.
(iii) Good knowledge of MS Word, Excel and Power Point to analyze the freight data and generate various reports as required;
(iv) Good command over English and able to draft notes, letters etc: and
(v) Knowledge of Railway network and new developments taking place in Railways.
(vi) Previous working experience in Railway Board and Inter-Ministerial liaison will be desirable.

1.1. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Government shall ordinarily not exceed 3 years.

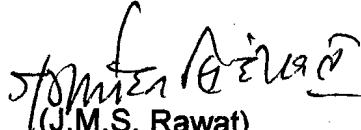
1.2. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

(The crucial date of determining eligibilities shall be last date of receipt of applications).

2. The applications of officers who are eligible in terms of the above specified conditions and are desirous of being considered for the post of OSD/TP, Railway Board, may please be forwarded, in the prescribed proforma enclosed at Annexure-A, alongwith the attested photocopies of Confidential Reports (APARs) for the last 5 years including the latest, D&AR/SPE/Vigilance clearance reports, Integrity Certificate,

etc., so as to reach the undersigned in Room No. 536-A, Rail Bhavan, Raisina Road, New Delhi-110001 within 45 days from the date of issue of this circular.

Encl : Annexure-A


(J.M.S. Rawat)
Deputy Secretary (Estt.)
Railway Board

- 12
- ICF
1. The General Managers, all Indian Railways, including ICF, RCF, CLW, DLW, RWF, CORE and Metro Railway/Kolkata.
 2. The Director General, RDSO, Lucknow.
 3. The Chief Personnel Officers, All Indian Railways
 4. The General Manager, Metro Railway, 3-A, Jawahar Lal Nehru Road, Kolkata - 700071.
 5. The Chief Administrative Officers (MTP), New Delhi, Mumbai and Chennai.
 6. CAO/COFMOW, Tilak Bridge, New Delhi.
 7. CAOs/Diesel Loco Modernisation Workshop, Patiala and DLW/Varanasi.
 8. Director General, Railway Staff College, Vadodara.
 9. The Director IRIEEN, Nasik Road, Nasik.
 10. The Director, IRIMEE, Jamalpur.
 11. The Director, IRISSET, Secunderabad.
 12. The Director, IRICEN, Pune.
 13. Railway Rates Tribunal, 3, Dr. P.V. Cherian Crescent Road, Chennai- 15.
 14. Adv.(Infra), JS, EDPP, DE(GP), DIP, Dir.(GA), DDE(GR), Railway Board.
 15. 'G' Branch, Railway Board (with 5 spares for placing on the Notice Board)
 16. RBCC, E(O)I, E(O)II, III, E(GP) and Infra Branches of Railway Board.

BIO-DATA (PROFORMA)
(To be furnished in duplicate)

Application for the post of _____

1. Name and Address in Block letters
2. Date of Birth (In Christian Era)
3. Educational Qualifications:
4. Whether educational and other qualifications required for the post are satisfied (if any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same).

Qualifications/
Experience required

Qualifications/
Experience possessed
By the officer

Essential i)

ii)

5. Please state clearly whether in the light of entries made by you, you meet the requirements of the post.

6. Details of employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient

| Office/Instt/ Orgn | Post held | From | To | Scale of Pay | Nature of duties |
|-----------------------|--------------|------|----|-----------------|------------------------|
|-----------------------|--------------|------|----|-----------------|------------------------|

7. Name of present post held

8. Nature of present post held –
Whether ad-hoc, temporary or permanent.
9. Post holding on regular basis, Scale of pay therein
and date from which it is being held on regular basis
10. In case the present employment is held on
deputation basis please state:
- a) The date of initial appointment
 - b) Period of appointment on deputation
 - c) Name of the parent office/organization
to which you belong.
11. Are you in Revised scale of pay?
If yes, give the date from which the
revision took place and also indicate
the pre-revised scale.
12. Additional information, if any, which
you would like to mention in support
of your suitability for the post. Enclose
a separate sheet, if the space is insufficient.
13. Whether you belong to SC/ST
14. Remarks, if any.

Date:

Signature of the candidate

Address:

Certificate to be recorded by the employer while forwarding the application:-

- 1) Certified that the particulars of the officer has been verified and found to be correct. The date of his empanelment in the present substantive grade of _____ is _____.
- 2) It is also certified that he is clear from vigilance angle and no disciplinary proceedings are either pending or/and contemplated against Shri _____ Integrity of the officer is beyond doubt. The up-to-date CR dossiers in respect of Shri _____ are enclosed herewith. A certificate regarding major/minor penalties imposed on the candidate, during the last 10 years, and cadre clearance is also enclosed.

Signature of Head of the Dept.
(with office seal / stamp)

Date: