

सवारी डिब्बा कारखाना, चेन्नै 600 038
INTEGRAL COACH FACTORY, CHENNAI-38

मुख्य कार्मिक अधिकारी का कार्यालय,
Office of the
Chief Personnel Officer,
दि/Dated: 23/03/2015.

No.PB/S1A/5/Civil Artisan/PQ/II

All Concerned

अधिसूचना/NOTIFICATION

Sub: Filling up of the vacancies of Technician Gr.3/Fitter/GL (Civil Artisan)
in pay band ₹ 5200-20200+1900 against 50% promotional quota in Civil
Engineering Department.

It is proposed to fill up 3 (1-ST and 2-UR) vacancies of Technician Gr.3/Fitter/GL
(Civil Artisan) in pay band Rs.5200-20200+1900 against 50% Promotional quota in the
Civil Engineering Department.

पात्रता/ELIGIBILITY:

- i. Employees working in the categories of Helper Gr.I, Helper Gr.II, Keyman, Senior Trackman and Trackman in pay band ₹ 5200-20200 with grade pay ₹ 1800/-.
- ii. Employees should have successfully completed their 2 years probation in the initial recruitment grade.
(Authority: Rule 159 of IREM Vol.I (First Re-print Edition, 2009) and Circular No.PB/S1/66/3 dt.29/11/2007.)

MEDICAL CLASSIFICATION: C-1

(Authority: Annexure-IV of Para 510 of Indian Railway Medical Manual Vol.I-Third Edition-2000 and Circular No.PB/S1/66/3 dt.29/11/2007.)

आवेदन कैसे करे/HOW TO APPLY:

- i. Employees who are willing for the above said post are advised to submit their application in the format enclosed as ANNEXURE-I.
- ii. Those employees possessing National Apprenticeship Certificate (NAC)/National Trade Certificate (NTC) should enclose attested photocopy of the same. If the relevant certificate is not enclosed, the qualification entered in the Service Register alone will be taken into account.

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23/3/15

अंतिम तारीख/LAST DATE: Eligible employees may submit their applications in the prescribed format to the concerned Supervisor on or before 15/04/2015. The concerned Supervisors will forward the applications in one lot to APO/Gaz so as to reach on or before 16/04/2015 positively. Any application received thereafter will not be entertained under any circumstances. Application will not be received in Personnel Branch directly from the employees.

ALLOTMENT OF TRADES: Eligible volunteers will be assigned seniority based on the grade and the date of entry held by the volunteers. After assigning the seniority, the senior most will be allotted to trade subject to fulfillment of other conditions. (Authority: Circular No.PB/S1/66/3 dt.29/11/2007).

MEDICAL EXAMINATION: Employees who are allotted trades will be sent for medical examination for fitness in the appropriate medical classification, if they have not already been medically examined in the relevant medical classification earlier.

प्रशिक्षण/TRAINING:

Phase-1: Employees who are allotted the trade will be deputed for Exposure course to assess their aptitude in the trade allotted and on the job training as mentioned below(Authority: Modification to Procedure Order No.3 dt.28/06/2004 issued under letter No.PB/RL/114/Vol.II dt.28/08/2014).

Trade	Nature of Training							
	ITI/Act.App in same trade		ITI/Act.App in different trade		DCE/Engineering Graduates		Without any Technical Qualification	
	TTC	SSE/W	TTC	SSE/W	TTC	SSE/W	TTC	SSE/W
Fitter/GL	15 days	-	15 Days	2 ½ Months	-	2 ½ Months	15 days	2 ½ Months

(Employees who are in possession of NAC (Rly.) from NCVT in relevant trade will be exempted from "on the job training").

Phase-2: On completion of the Phase-1 training, multi-skill training will be imparted to the selected employees in the following trades as Scheduled below(Local orders of CE vide F- /C).

Sl. No	Trade	Place of training	Duration of training
1	Rivetter	SSE/Works/Shell(Unit.77/1)	One week
2	Carpenter	SSE/Works/South Colony(Unit.77/H)	One week
3	Mason	SSE/Works/GL(Unit.77/B)	One week
4	Painter	SSE/Works/Shell(Unit.77/1)	One week

Note: If any of the employees working in the ex-cadre posts apply against this notification and get selected, they will be deputed for training with reference to their cadre status and cadre pay will be allowed during the training period.

POSTING: On completion of prescribed training they will be sent for trade test and on passing in the requisite trade test they will be promoted as Technician Gr.III/Fitter/GL(Civil Artisan) subject to availability of vacancies and requirement for reservation of roster for filling up of vacancies.

Contd...3.

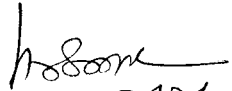
Handwritten signature and date:
23/3/15

SENIORITY: Since Technician Gr.3/Civil Artisan has single seniority comprising designated trades of Rivetter, Fitter/GL, Carpenter, Painter, Mason and Permanent Way, their seniority will be assigned as common seniority as per extant orders (Authority: Rule 302 of IREM Vol.I (First Re-print Edition, 2009) and Circular No.PB/S1/66/3 dt.29/11/2007).

DEBARMENT FROM PROMOTION: The following cases will be treated as refusal of promotion and the notified employees will be debarred for promotion against 50% Promotional Quota in Civil Engineering Department for a period of one year from the date of debarment(Authority: Para 224 of IREM Vol.I).

- i. The employee fails to report for training within 3 days from the date of commencement of training.
- ii. The employee after reporting for the training remains on unauthorized absence for more than 3 days.
- iii. The employee submits unwillingness to undergo the training.
- iv. The employee does not report for the trade test/Medical examination on the dates advised.
- v. The employee, for any reason, does not carry out his/her promotion as Technician Gr.3.

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


23/3/15
सहायक कार्मिक अधिकारी/राज
Assistant Personnel Officer/Gaz

संलग्न/Enclo: Annexure I

Application for selection for the post of Technician Gr.3/Fitter/GL(Civil Artisan) in pay band ₹ 5200-20200+1900 against 50% promotional quota in Civil Engineering Department.

(Ref: Notification No.PB/S1A/5/Civil Artisan/PQ/II Dt. 23/03/2015)

1. Name of the Employee (In Block Letters) :
- 2: Employee Number :
3. Designation :
4. Shop/Unit/T.No. :
5. Date of birth :
6. Date of appointment :
7. Date of entry to the present grade :
8. Educational Qualification
 - (a) Academic :
 - (b) Technical :
9. Whether belongs to SC/ST :
10. Documents attached
 - a) Academic : Yes / No
 - b) Technical certificate : Yes / No
 - c) Community Certificate : Yes / No
11. Mobile number :

Note: Attested photocopies of the certificates in support of the academic, technical qualification and community certificate should be enclosed.

Date:

Signature of the employee.

Forwarded to: APO/Gaz

Forwarded by: