

**दक्षिण रेलवे/Southern Railway**

सं./No.SA/P. 608/XII/Minist./Jr.clerk 331/3% PRQ

मंडल कार्यालय/Divisional Office,  
कार्मिक शाखा/ Personnel Branch,  
सेलम/ Salem.  
दि Date: 06.07.2021

**All ADEN,s SA Division,  
All SSE,s/P.Way/Works/Bridges SA division.  
Dy.CE/CN/SA, Dy.CE/CN/MDU & TPJ.**

Sub: Selection to the post of Jr. Clerk cum typist in Level-02 of Pay Matrix (G.Pay Rs.1900/-)  
From erstwhile Group`D` employees against 33 1/3 % Promotional Quota in **Engineering Dept.**-reg.

Ref: This office Notification No..SA/ P. 608/XII/Minist./Jr.clerk 331/3% PRQ Dated.16.02.2021.

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The eligibility criteria mentioned vide this Office Notification Dt. 16.02.2021 in Para – II, to apply for the post of Jr. Clerk cum typist in Level-02 of Pay Matrix (G.Pay Rs.1900/-) from erstwhile Group`D` employees against 33 1/3 % Promotional Quota in **Engineering Dept** has been re-examined due to inclusion of watchman category.

The eligibility criteria indicated vide ref cited above is revised as per RBE No.38/2017. According, to which the employees for whom no regular avenue of promotion in Group 'D' categories working in Level-1 Pay Matrix and who are in higher grade pay on account of MACP scheme in Engineering Department are eligible to apply for promotion on completion of 2 years of continuous service in the relevant grade on successful completion of probation period irrespective of the fact whether such staff belong to GEN/OBC/SC/ST as per RBE No.38/2017 Dated 21.04.2017

The supervisory officials may notify the revised eligibility criteria to the employees under their control and forward their applications of those willing in the enclosed Proforma in Annexure "A" in one bunch addressed to APO/M&E/SA on or before **19.07.2021**. A "NIL" statement may be sent to this office if there are "NO" volunteers from your unit.

The employees who have already applied for the above selection in response to the notification dated 16.02.2021 need not apply again.

All other terms and conditions stipulated in the Notification cited above stands good.

This has the approval of competent authority.

**Signed by Velumani. N**  
**Date: 06-07-2021 17:00:19**  
**Reason: Approved**

Encl: Proforma in Annexure "A"

(एन. वेलुमणि/N. Velumani)

सकाधि/ याता./ Assistant Personnel Officer/M&E  
कृते मंकाधि/सेलम/For Divisional Personnel Officer/SA

Copy to:

PS to DRM for kind information of DRM  
PS to ADRM for kind information of ADRM, Ch.W&WI/SA,  
Sr.DEN-Cord/SA, Ch.OS/Engg. Br./SA,Ch.OS/PB/Genl/SA,  
OS/IT/Cell/SA uploading notification in the website.  
DS/ SRMU, AISCSTREA, AIOBCREA/SA, AIRPFA/SA , Notice Board.

**PROFORMA APPLICATION**  
**APPLICATION FOR THE POST OF Jr. CERK-CUM-TYPIST LEVEL-02 PAY PMATRIX**  
**AGAINST 33 1/3 % PRQ-2021 IN ENGINEERING DEPT.**  
**(Enclosure to Letter No. SA/P. 608/XII/Minist/Jr. Clerk/33 1/3% / PRQ dated.06.07.2021)**

01. Name in Full (in Block letters) :
02. PF No. / Employee No. :
03. Designation & Station :
04. Present level in Pay Matrix :
05. MACP Grade Pay, if any :
06. Date of Birth :
07. Date of appointment - Ty. Status / Initial Training -  
Empanelment/ Absorption –
08. Date of entry into the present Grade :
09. Date of completion of 2 years  
of Regular service as on 16.02.2021 . . :
10. Whether belongs to SC/ST :  
(Enclose attested copy of SC/ST certificate)
11. Educational Qualification & Typing Cert. :  
(Enclose attested copy of certificate)
12. Awards if any received during the :  
Preceding three years
13. Medical Classification at present :
- 14 Office Phone No /Contact Mobile No :
15. Option of Examination : English/ Hindi/ Tamil  
(tick appropriate box)

Affix recent Photo  
graph attested by  
controlling  
Supervisor

I hereby declare that all the conditions stipulated in Para I to IV in the notification are accepted and further declare that the particulars furnished above are correct and if it is proved to be false, my candidature may be summarily rejected at any stage besides initiating major penalty DAR action for such misconduct.

**Note:- Those writing examination in Hindi/Tamil have to write English test separately.**

**(Sl. No. 01 to 15 are to be filled up by the employee legibly at right side)**

Place

Date

**Signature of the Volunteer**

Forwarded to APO/T/SA. The particulars furnished above by the employee have been verified and found correct.

Office Seal:

Date

**Signature of the Supervisory Official & Designation:**