

दक्षिण रेलवे/ SOUTHERN RAILWAY

No.SA/P.220/CAN/CN/ERS -2023

Divisional Office,  
Personnel Branch,  
Salem, 636 005  
Date. 08.06.2023

All Branch Officers/SA/Divn

**विषय Sub:** Filling up of Ministerial Vacancies in Construction organization under CAO/CN/ERS-reg

**संदर्भ** Ref: PCPO/MAS letter No. P(GS) 535/XII/Construction /Vol. IV dated.07.06.2023

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Copy of above Notification received from PCPO/MAS for filling up of Ministerial vacancies in Construction organization under CAO/CN/ERS by calling volunteers is enclosed herewith for kind information and necessary action.

The Notification letter and Application Proforma is uploaded in Railnet @ <http://10.5.2.32/HQRS/personnel/PBC/Website/HqpbMain.htm>.

Applicants may visit the above website and download the application, duly filled the same as per the guidelines/instructions stipulated in the above notification and forward to this office on or before 28.06.2023 for further action please.

Wide publicity may be given to the staff working under your control

Encl: As above

Digitally Signed by  
Devikumari Ah  
Date: 08-06-2023 16:25:01  
Reason: Approved

Assistant Personnel Officer/General  
For Sr. Divisional Personnel Officer/SA

**Copy to:**

All Supervisors concerned/SA Dvn. for infn & n. a. pls.  
S&WI/PB/SA to upload the same in the SA website.  
DSs/SRMU, AI SC/ST REA, AIOBC/REA & AIRPFA/SA



दक्षिणरेलवे/SOUTHERN RAILWAY

No.P(GS)535/XII/Construction/Vol.IV

प्रधानकार्यालय/Headquarters Office,  
मिक्शाखा/Personnel Branch,  
चेन्नै/Chennai - 600 003.  
दि.Dated 07.06.2023

PCE, PCME, PCOM, PCCM, PCSTE, PCEE, PCSO, PCSC,  
PFA/MAS, CCO, CCM/PM, CCM/Rates/MAS, CCM/Claims/TPJ,  
SDGM&CVO, PCMM/PER, PCMD/MMC/MAS, CAO/CN/MS, MTP/MS,  
CE/MTP, CPD/RE/MS, CWM/LW/PER, CW/PER, GOC & S&T/PTJ,  
CEWE/PER, CSTE/CN/MS, FA&CAO/T/MAS, GM/ST/MMC/MAS, TPJ MD/RH/PER,  
CPRO, Sr.DPO's/DPO's/MAS, TPJ, MDU, PGT, TVC, SA  
Sr.DFM/MAS, TPJ, MDU, SA, PGT, TVC, Sr.AFA/TPJ, GOC&PTJ  
Sr.DSC/MAS, TPJ, MDU, SA, PGT, TVC, Sr.EDPM/MMC/MAS, MDU, EDPM/PGT  
Dy.CPLO/Hqrs, Secy to GM, Dy.CE/EWS/AJJ, Sr.MPS/RPM,  
Dy.CMM/GSD/PER, MSD/PER, Dy.CPO/CN/MS, Dy.CPO/CW/PER,  
APO/Stores/PER, WPO/LW/PER, GOC, S&T/PTJ, SPO/RE/MS, Sr.EO/HQ/MAS,  
SPO/EWS/AJJ, APO/CEWE/PER, CSTE/Proj/MMC/MAS  
DGM/Law/MAS, Chairman/RRB/MAS, TVC, GGM/IRCTC/Chennai,  
Addl Registrar/RCT/MAS, ERS, The Chairman/RRC/MAS,  
AGM/RVNL/Chennai, Principal/ZRTI/TPJ

विषय/Sub: Filling up of Ministerial Vacancies in Construction Organisation under CAO/CN/ERS- reg

संदर्भ/Ref: CAO/CN/ERS letter No.P.676//CN/ERS dated 24.05.2023

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It is proposed to fill up following Ministerial Vacancies at various units of Construction Organization under CAO/CN/ERS including anticipated vacancies as under subject to the following conditions:-

Sl No.	Name of the post	Pay Matrix Level	Vacancies
1.	Ch.OS	7	2
2.	OS	6	9
3.	Sr.Clerk	5	4
4.	Clerk	2	5
5.	PS-II	7	1
Total			21

Applicant may visit and download the application available in the railnet@ <http://10.5.2.32/HQRS/personnel/PBC/Website/HqpbMain.htm>.

1) The Volunteers from the same Categories and Pay Matrix Level notified above working on regular basis of all the departments are eligible to apply.

2) Volunteers from PGT/TVC Division will be considered first. In case, sufficient willing employees are not available, only then the employees from other Divisions/Headquarters will be considered.

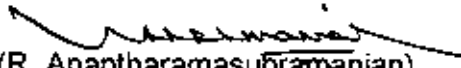
3) The immediate posting will be at Ernakulam and Trivandrum only. The applicants may also mention their preference for place of posting in the application.

Contd... 2/-  
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- 4) The Lien of the employee will continue to be maintained in their parent unit.
- 5) The employees are liable for repatriation to their parent unit at any time on administrative grounds, if the performance of the staff is unsatisfactory.
- 6) If work in the particular Construction Unit is completed or reduced, with the CAO's approval, the employee can be transferred to work in other Construction Units. CAO/Construction is vested with full powers to transfer the employee working in the Construction Unit within any one of the Construction Units due to exigencies. In case if the employee is not willing he/she can be repatriated to his/her parent unit.
- 7) **The controlling officers while forwarding the applications of the employees should ensure that, on selection, if they are not unable to relieve the employees, they need not forward the applications of the employee concerned.**
- 8) Withdrawal of candidate after selection will not be permitted.
- 9) The employees will be entitled for transfer privileges as per extant rules.

The filled in application (as per the proforma) of the willing/eligible employees and those who can be spared, after obtaining the competent authority's approval by the Personnel Branch officer concerned should be forwarded in one bunch directly to the Senior Personnel Officer, Office of the Chief Administrative Officer (Construction), Ernakulam – 682 016 on or before 07.07.2023.

Encl: Pro-forma Application

  
(R. Anantharamasubramanian)  
Asst. Personnel Officer/IR&TRG/HQ  
For Principal Chief Personnel Officer.

Copy to: CAO/CN/MS, CAO/CN/ERS  
CPO/CN/MS, All Personnel Officers/Hqrs  
All Ch.OS/PB/Hqrs, Ch.OS/General Branch  
Ch.OS/Systems to upload in the Railnet

**Application Format**

**Application for the post of ----- in Pay Matrix Level -----  
at CAO/CN/ERS Unit.**

1.	Name in full(Block Letters)	:		
2.	PF No.	:		
3.	Designation/Station/Department	:		
4.	Date of Birth	:		
5.	Pay Matrix Level & Pay in Rs.	:		
6.	Date of Initial Appointment with Designation	:		
7.	Date of entry into Present Grade	:		
8.	Educational Qualification.	:		
9.	Computer Knowledge	:		
10.	Proficiency in Stenography	:		
11.	Preference for Place of posting	:	ERS	TVC
12.	Contact No. (Railway Phone)	:		
	(Mobile if any)	:		

Date:

Signature:  
Name of the Employee  
Designation:  
Office

**Forwarded by the Supervisory Official:**

Date:

Place:                      Signature & designation of the Forwarding Officer

**Forwarded to SPO/CN/ERS by the Personnel Officer:**

Certified that the particulars stated above have been verified from the service records of the concerned employee and found to be true and correct and no DAR case is pending or being contemplated against him/her.

Date:

Place:                      Signature of the Personnel/Establishment Officer  
With Designation