

दक्षिण रेलवे Southern Railway

संNo. यू/पी No.U/P.677/CP

मंडल कार्यालय Divisional Office,
कार्मिक शाखा Personnel Branch,
मदुरै Madurai,
दि. Dt.04.02.2020.

All Supervisory Officials / Madurai Division..

विषय/Sub: -Filling up post of General Assistant (Ex.Cadre) in Pay Matrix Level-1
(GP Rs 1800/-) in General Branch/HQrs/MAS

संदर्भ/Ref: PCPO/MAS Lr No.P(GS)677/XII/A/Vol.XVII/ dt.31.01.2020 .

PCPO/MAS letter referred above is enclosed for information and necessary action please.
Application from willing employees should reach this office in duplicate on or before 27.02.2020.

This is also uploaded in Railway Website address. Sr.indian railways.gov.in about SR->
Department Personnel-> Madurai Division-> CP Section.

Encl: As above


(एस.शिवनाथन/ S.Sivanathan)

सकाधि / APO/T

व मंकाधि / for Sr.DPO/MDU

दक्षिणरेलवे/SOUTHERN RAILWAY

प्रधानकार्यालय/Head Quarters Office

कार्मिकशाखा/Personnel Branch

चेन्नै/Chennai 600003

दि./Dt: 31-01-2020

सं.पी. No.P(GS)677/XII/A/Vol. XVII

CAO/CN/MS&ERS,
PCE,PFA,PCME,PCOM,PCCM,PCSTE,PCEE,PCMM/PER,
CSO, CVO/MS,CMD/MMC/MAS ,CSC,CPRO
DRM/P/MAS,TPJ,MDU,PGT,TVC,SA
CWM/LW/PER,CW/PER,GOC &PTJ ,CEWE/PER, CSTE/CN/MS,
Dy.CPLO/Plg/Hqrs, Dy.CEO/Hqrs/MS
Dy.CE/EWS/AJJ, MPS/RPM, Dy.CMM/GSD/PER ,MSD/PER,
S &AO/MAS Dy.CPO/CN/MS, APO/Stores/PER,
WPO/CW/PER,WPO/CEWE/PER, WPO/LW/PER,GOC, S&T/PTJ,
SPO/CN/MS,, SPO/EWS/AJJ, Chairman/RRB/MAS,TVC, RRC/MAS,
GGM/IRCTC/Chennai, AGM/RVNL/Chennai.

विषय/Sub: Filling up post of General Assistant (Ex. Cadre) in Pay Matrix
Level-1 (GP Rs. 1800/-) in General Branch/HQrs/MAS

It is proposed to fill up 16 (Sixteen) posts of General Assistant (Ex-Cadre) in Pay Matrix Level-1 (GP Rs. 1800/-) in General Branch Hqrs/MAS subject to the following conditions:

- 1) Volunteers are called from the existing regular employees working in Pay Matrix Level- 1 (GP Rs. 1800/-) of all departments over Southern Railway.
- 2) The tenure is 5 (five) years. The employees are liable for repatriation to their parent unit at any time on administrative grounds, if the performance of the employee is not satisfactory.
- 3) The employee who are already working in ex-cadre posts need not apply.
- 4) Applicants should be free from DAR/SPE/Vigilance cases.
- 5) The Supervisory /Controlling officer / Cadre officer has requested to forward only the applications of those employees who can be relieved if selected.
- 6) During the period of tenure in General Branch, lien will be maintained in the respective parent unit. The employees will be repatriated if the vacancies are filled on regular basis.
- 7) Withdrawal of candidature after selection will not be entertained under any circumstances.

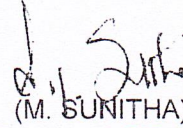
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- 8) The employees will be entitled for transfer privileges as per extant rules.
- 9) Certification from Sl. No. 13 to 17 has to be filled in by the respective Supervisory /Controlling officer / Cadre officer.

The willing employees should apply in the enclosed proforma, complete in all respects routed through Cadre Controlling Officers, in one bunch addressed to APO/GI & HQrs to reach this office on or before 02.03.2020.

This may be given wide publicity.

संलग्न:Encl: Application format


(M. SUNITHA)

Assistant Personnel Officer/GI & HQrs
for Principal Chief Personnel Officer

प्रतिलिपि/Copy to :-

PCPO, CPO/IR

Secy to GM - for kind information, DGM/G

All Ch.OS/PB/Hqrs, Ch.S&WI/Systems to upload in the Railnet.

APPLICATION FORMAT

APPLICATION FOR THE POST OF GENERAL ASSISTANT (EX. CADRE)/GM/G/O/MAS
IN PAY MATRIX LEVEL -1 (GP RS. 1800/-)

1.	Name of the employee in (Block Letters)	
2.	PF No. & Bill Unit No.	
3.	Designation, Office & Department Railway Phone No :-	
4.	Community – SC/ST/OBC/UR	
5.	Date of Birth & Date of Appointment	
6.	Present pay matrix level (Substantive)	
7.	Date of entry into the Present Grade and whether completed 2 years in the cadre post	
8.	Whether working against Cadre post or Ex- Cadre post or on adhoc basis. Clear details should be furnished.	
9.	Academic Qualification (Please enclose attested copy of Certificates)	
10.	Other Professional / Technical / Computer qualification (Please enclose attested copy of certificates)	
11.	a) Typing / Computer Knowledge b) Language known	
12.	*Mobile No :- (Mandatory)	

I declare that the details furnished above are true to the best of my knowledge and
I will not withdraw my candidature.

Date:
Place:

Signature of the applicant

-Contd 2-

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Certified and forwarded to Divisional Cadre Controlling Personnel Officer

I certify that, Shri. _____ Designation _____ office-----
is suitable for the General Assistant (Ex.Cadre) post in GM/G/O/MAS

Sl.No.	Details	Tick the relevant Box
13	Attendance	<input type="checkbox"/> Regular <input type="checkbox"/> Irregular
14	Conduct	<input type="checkbox"/> Good/ <input type="checkbox"/> Very Good / <input type="checkbox"/> Outstanding
15	Performance Report	<input type="checkbox"/> Average <input type="checkbox"/> Good <input type="checkbox"/> Very Good <input type="checkbox"/> Outstanding
16	Integrity	<input type="checkbox"/> Beyond Doubt <input type="checkbox"/> Doubtful
17	Whether free from DAR/SPE/Vigilance cases	

Date:

Place:

Signature & designation of the Supervisory /Forwarding Officer

Forwarded to PCPO/MAS by the Cadre Controlling Personnel Officer:

Certified that the particulars stated above have been verified from the service records / Performance report of the concerned employee and found to be true and correct for the said screening.

Date:

Place:

Signature of the Personnel/Establishment Officer with Designation

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