

दक्षिण रेलवे Southern Railway

संNo.यू/पी No. U/P.535/Deputation/CP

मंडल कार्यालय Divisional Office,
कार्मिक शाखा Personnel Branch,
मदुरै Madurai,
दि. Dt. 22.11.2021

All Supervisory Officials / Madurai Division

विषय/Sub: Filling up post of General Assistant (ex-cadre) in Pay Matrix Level-1(GP
Rs.1800/-) at Vigilance Branch/MS-reg.

संदर्भ/Ref: PCPO/MAS letter No.P(GS)676/XII/VIG/Vol.I dated 18.11.2021

A copy of PCPO/MAS letter under reference dated 18.11.2021 for filling up of 2 vacancies of
General Assistant in Pay Matrix Level-1(GP Rs.1800/-) at Vigilance Branch/MS is enclosed. Applications
from willing and eligible employees should be sent to this office on or before 12.12.2021

This is also uploaded in Railway Website address, sr.indianrailways.gov.in->About SR-> Department-
>Personnel-> Madurai Division-> CP Section.

Encl: As above

सुधागरणसी/SUDHAGARAN.C
वरिष्ठ मंडल कार्मिक अधिकारी/Sr.DPO/MDU

22/11/21

दक्षिणरेलवे/SOUTHERN RAILWAY

प्रधानकार्यालय/Head Quarters Office
कार्मिकशाखा/Personnel Branch
चेन्नै/Chennai 600003
दि./Dt: 18.11.2021

सं.पी. No.P(GS)676/XII/VIG/Vol. I

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/PIg/Hqrs, Dy.CEO/Hqrs/MS
Dy.CE/EWS/AJJ, SMM(P&S)/RPM, Dy.CMM/GSD/PER ,MSD/PER,
Dy.CPO/CN/MS, S &AO/MAS, , 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.

Sub: Filling up post of General Assistant (Ex. Cadre) in Pay Matrix
Level-1 (GP Rs. 1800/-) at Vigilance Branch/MS -reg

It is proposed to fill up 02 (TWO) posts of General Assistant (Ex-Cadre) in Pay Matrix
Level-1 (GP Rs. 1800/-) at Vigilance Branch /MS subject to the following conditions:

- 1) Volunteers are called from the existing regular employees in Pay Matrix Level- 1
(GP Rs. 1800/-) of all departments across 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 are requested to forward only the
applications of those employees who can be relieved, if selected.
- 6) During the period of tenure in Vigilance 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.


-Contd 2-

- 8) The employee 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 employee 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 20.12.2021.

This may be given wide publicity.

Encl: Application format



(V.P. Ramesh)

Assistant Personnel Officer/IR & Trg
for Principal Chief Personnel Officer

Copy to :-

PCPO, CPO/IR

CVO/MS - for kind information

All Ch.OS/PB/Hqrs, Ch.OS/Vigilance/MS,

OS/Systems/HQrs to upload in the Railnet.

APPLICATION FORMAT

**APPLICATION FOR THE POST OF GENERAL ASSISTANT (EX. CADRE)/CVO/O/MS
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-



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 CVO/O/MS

13	Attendance	Regular / Irregular
14	Conduct	Good / Very Good / Outstanding
15	Performance Report	Average / Good / Very Good / Outstanding
16	Integrity	Beyond Doubt / 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

