



SOUTH WESTERN RAILWAY
RAILWAY RECRUITMENT CELL,
DRM's Office Compound, Hubli.
Website: www.rrchubli.in

General Departmental Competitive Examination (GDCE) Notification No: 03/2015
(For Serving Railway Employees of SWR and RWF/YNK only)

Date of Issue : 01-05-2015

Date & Time of Closing: 23.45 hrs. of 31.05.2015

GDCE for selection to the Post of Assistant Station Master in Pay Band ₹ 5200-20200 with Grade Pay ₹ 2800/- over South Western Railway.

1. In terms of the instructions issued vide Railway Board's letter No. E(NG)I-92/PM 2/16 Dated:20.08.1993(RBE No.129/1993) and other instructions issued from time to time, applications are hereby invited by Railway Recruitment Cell (RRC), Hubli for filling up through General Departmental Competitive Examination (GDCE) **118** posts of Assistant Station Master in Pay Band ₹ 5200-20200 with Grade Pay ₹ 2800/- from all the eligible regular serving Railway employees.
2. The serving regular employees of Divisions/Units/Workshops/Headquarters of South Western Railway and Rail Wheel Factory/Yelahanka (RWF/YNK), irrespective of the cadre in which they are working may register their applications for GDCE **ONLINE** within the stipulated date and time as per the instructions given below.
3. Breakup of the vacancies and the medical classification/educational qualification are indicated below:

Sl No.	Category & Dept.	Pay Scale & Grade Pay(₹)	UR	SC	ST	OBC	Total	Medical classification	Educational Qualification
1	Assistant Station Master (Operating)	5200-20200 (GP-2800)	65	19	09	25	118	A-2	Degree from recognized university or equivalent. Diploma in Rail Transport & Management, Transport Economics, Multimodal Transportation (containerization) awarded by Institute of Rail Transport, Rail Bhavan, New Delhi will be additional desirable qualification.

4. ELIGIBILITY CRITERIA

4.1 Zone of Consideration Only serving regular Railway employees of South Western Railway and RWF/YNK who are drawing regular Grade Pay less than ₹ 2800/- are eligible. RPF/RPSF Personnel are not eligible to apply.

4.2 EDUCATIONAL QUALIFICATION Candidates should possess the prescribed educational qualification (as indicated above) from recognized Board/University/Institute as on the date of Notification. Those awaiting results of the final examination need NOT apply.

4.3 AGE LIMIT

The maximum age limit for appearing in the GDCE will be **42 years for General** candidates, **45 years for OBC** candidates and **47 for SC/ST** candidates reckoned as on the date of notification.

4.4 MEDICAL FITNESS

The candidates should be FIT in A-2 Medical Classification.

5. APPLICATION FEE NIL

6. MODE OF APPLICATION

- 6.1 Applications should be registered **ONLINE** by filling up the required details in the prescribed format, available in the website of RRC/Hubli i.e., www.rrchubli.in. The application has to be filled up duly following the steps and instructions as mentioned at Para 8 of this Notification carefully.
- 6.2 In case any employee has any difficulty in registering their applications **ONLINE**, they are free to contact the following help line numbers from where they can get all assistance in filling up/ registering their applications.

Division/Unit	Help line numbers	
Headquarters	Railway	26266
	DOT	0836-2326266
Hubli Division	Railway	46290
	DOT	0836-2346290
Mysore Division	Railway	66255
	DOT	0821-2428630
Bangalore Division	Railway	56224
	DOT	080-22156224

- 6.3 To avoid last minute rush, candidates are advised in their own interest to register their applications **ONLINE** well before the closing date since there may be possibility of inability/failure to log on to the website of RRC/Hubli on account of heavy load on the internet or website jam during last days. Candidates desiring to make any corrections in the application already uploaded can do so before the closure of **ONLINE** registration. However only one application should be submitted by the candidate to the controlling supervisor.
7. Last date/ time for **ONLINE** registration is **31.05.2015/23.45 hrs.** RRC/Hubli will not bear any responsibility if the candidates are not able to register their applications **ONLINE** within the last date/time, for any reason whatsoever.

8. Steps to be followed while registering the ONLINE Application

- Click on the "GDCE **ONLINE**/E-Application" Link.
 - Click on the "New Registration" Link available in the home page.
 - Fill up the basic details viz. Name, Father's name, Date of Birth, e-mail Address and Mobile number etc.
 - Follow the instructions and complete the registration process step-by-step for generating a Registration Number & Password for login.
 - Candidates are advised to preserve/note their Registration Number and password generated at the time of submitting **ONLINE** application for further stages of selection process/correspondence with RRC/Hubli.
 - Login using the Registration Number and Password, as generated above.
 - Fill up other details as required in the application form such as name, educational qualification, address for correspondence, personal marks of identification etc.,
 - Click on the SUBMIT button after filling up the details upto column 16.
 - Download the softcopy of the application submitted **ONLINE** and take the print-out of the **ONLINE** application.
- 8.1 After the Hard copy of the application is printed, the other columns i.e. column No.18 viz declaration, thumb impression, signature, place and date should be affixed/indicated without leaving any column blank. **(Note: The declaration and other particulars in the application should be written in HINDI or ENGLISH only)**
- 8.2 Candidates should fill up the declaration in the print out of application in his/her own running hand writing **(should not write in CAPITAL LETTERS)** either in Hindi or in English **with blue or black ball point pen only.**
- 8.3 A recent (not older than one month) passport size color photograph without cap and without wearing the coloured glasses should be firmly pasted with glue (not to be stapled) in the space provide in the print out of the application form.

- 8.4 The photograph pasted on the print out of the application should be attested by a Gazetted Officer or by the Controlling Supervisor, duly affixing their seal and signature.
- 8.5 An additional passport size photograph should also be enclosed duly writing the name, Date of Birth and affixing signature of the applicant on the backside of the photograph.
- 8.6 Candidates belonging to SC/ST communities should enclose the attested copy of Caste Certificate in the format given in Annexure-1 of this Notification.
- 8.7 Candidates belonging to OBC community should enclose attested copy of the Caste certificate in the format given in Annexure – 2 of this Notification. In addition these candidates should enclose self-declaration regarding their non-creamy layer status in the proforma given in Annexure –3.
9. **ONLY ONE APPLICATION** Each serving employee should submit only one application against this Notification and employees submitting more than one application will be liable for disqualification. Even if, such a candidate gets selected inadvertently, he/she will be disqualified and they will not be offered any appointment under this Notification for GDCE.
10. **Enclosures to the Application**
Serving employees applying for GDCE should enclose self attested photocopies of the following :
- Proof of date of birth (10th or Matric pass certificate).
 - Proof of educational qualification prescribed for the category/post.
 - In case of candidates belonging to SC/ST/OBC communities, Caste Certificate in prescribed format as per Annexure-1, Annexure-2 and Annexure-3, as the case may be, should also be attached with the application form.
 - One extra photograph should also be attached with application form.
 - Only self attested Photo copies of certificates should be enclosed along with the application, **Railway administration or RRC will not be responsible for loss of original certificates, if any, enclosed by the employee.**
11. **TO WHOM AND HOW TO APPLY**
- 11.1 The candidate after registering the application **ONLINE**, should take the printout (hard copy) of the application and after duly filling all the required details should submit the same along with all the required documents to the concerned Supervisory Officials of the field Units not later than 02 working days from the last date of registering **ONLINE** application i.e. on or before **02.06.2015**. The supervisory Official should verify the applications submitted by the candidates and forward them in one bunch to the Personnel Department of concerned unit/Office/Division, on or before **10.06.2015**.
- 11.2 Personnel Officer of Unit/Office/Divisions will verify the service particulars filled in the application form from the Service Record/Personal file of the employee concerned and certify the eligibility and forward all the applications in one bunch with a list of the applications through a Special Messenger so as to reach the Assistant Personnel Officer (Recruitment), South Western Railway, Hubli latest by **18.00 hrs** on or before **25.06.2015**.
- 11.3 The list of eligible candidates will be published on the website of the RRC, after scrutiny of the applications. The eligible candidates can download their admit cards from the RRC website.
Note:- In case the application is rejected by RRC for any reason, candidates will be able to view their status **ONLINE** on the website of RRC/Hubli, along with the reasons for rejection(s). SMS and e-mail alerts will also be sent to the candidates on their registered mobile number and email ID, as indicated while registering their application **ONLINE**. Candidates whose application/candidature is rejected will NOT be intimated by post.
12. **SELECTION PROCESS**
- 12.1 The selection for the posts notified in this Notification will be based on Written Examination, Psychological test, Medical Examination and verification of documents.

- 12.2 The questions set in the written examination will be of Multiple Choice Objective Type. The question paper will be set in English, Hindi, Urdu and local languages i.e. Kannada, Telugu, Tamil, Marathi, Malayalam & Konkani.
- 12.3 The standard of the questions for the written examination will generally be in conformity with the educational standards prescribed for the post. The questions are likely to include subjects pertaining to General awareness, Arithmetic, General Intelligence and Reasoning. **The question paper will have 100 questions, each carry one mark and the duration of the examination is 90 minutes.**
- 12.4 **There will be negative marking in written examination and marks will be deducted for each wrong answer @ 1/3 of the marks allotted for each question.**
- 12.5 The written examination will be conducted by RRC/Hubli and the date of examinations will be notified by RRC/Hubli in due course through Messages on mobiles, emails registered in the applications and on website of RRC/UBL.
- 12.6 During examination candidates should read the instructions on the cover page of Question Booklet, OMR Answer Sheet and Admit card carefully and follow them scrupulously. Failure to comply with the instructions may lead to non-evaluation of OMR sheet and disqualification of candidate.
- 13. MOBILES PHONES, PAGERS, CALCULATORS OR ANY OTHER COMPUTING/COMMUNICATION/ ELECTRONIC DEVICE/ GADGETS ARE PROHIBITED:**
- (a) Candidates are prohibited from bringing mobile phones, pagers, calculators or any other computing/communication/ electronic device/ gadgets to the examination center. If any candidate is found to be in possession of such device/gadgets in working or in switched off condition his/her candidature shall be cancelled forthwith and he/she will be debarred from future examinations conducted by RRC. In addition such employees are liable to be taken up under appropriate disciplinary/ criminal proceedings.
- (b) Candidates are strictly advised, in their own interest, not to bring any of the prohibited items to the venue of the examination, as arrangement for safe-keeping cannot be assured.
- 14. Medical examination**
- 14.1 After finalizing the results of the written examination, candidates, who have qualified in the written examination, to the extent required as per the notified vacancies, will be sent for appropriate medical examination as decided by RRC.
- 15. GENERAL**
- 15.1 Before applying, the Candidates should carefully read the instructions and ensure that he/she fulfills all the prescribed eligibility criteria at the time of submission of application as per the Notification.
- 15.2 The number of vacancies shown in this Notification are provisional and the same are liable to increase or decrease depending upon the actual needs of the administration at the time of finalisation of selection.
- 15.3 The vacancies are to be filled up in various Divisions/Units of South Western Railway. The selected employees are likely to be transferred and posted to another Division/Unit.
- 15.4 Selected candidates are liable to be posted anywhere on South Western Railway. Decision of Railway Administration in this regard shall be final.
- 15.5 Railway Administration reserves the right to alter the mode of examinations or re-conduct the written examination or to cancel part or whole of any process of the selection at any stage without assigning any reason.
- 15.6 RRC reserves the right to conduct the examination in batches on various dates and locations as decided by the RRC.
- 15.7 The selected employees under GDCE will have to pass the prescribed training courses prior to appointment to the post for which selected under GDCE wherever applicable.
- 15.8 The scheme of GDCE will be implemented according to the guidelines issued by Railway Board and will be binding on all.

16. INVALID APPLICATIONS

Applications with the following deficiencies will be summarily rejected.

- 16.1 Applications not registered **ONLINE**.
- 16.2 Applications not received through proper channel.
- 16.3 Applications which are incomplete in any manner.
- 16.4 Applications of Candidates not possessing the prescribed Educational qualifications.
- 16.5 Applications of Candidates not fulfilling the age conditions.
- 16.6 If more than one application registered by the same candidate, all such applications will be rejected.
- 16.7 Applications without affixing the photograph or without enclosing additional photograph duly writing the name, Date of Birth and affixing signature of the applicant on the backside of photograph.
- 16.8 Applications without the declaration or declaration written in the Capital letters.
- 16.9 Applications without signature or signed in capital letters.
- 16.10 Application where Left Hand Thumb impression is not affixed/blurred/smudged.
- 16.11 Applications where the required Documents are not enclosed.
- 16.12 Applications which are filled in a language other than Hindi/English.

The list is only illustrative and not exhaustive. The applications will be rejected on any other irregularity/deficiency noticed by the RRC at any stage and considered sufficient for rejection.

17. MISCONDUCT

- 17.1 Candidates are warned that they should not furnish any particulars that are false or suppress any material information while submitting the Application.
- 17.2 Candidates shall not bring or attempt to bring any political or other influence to further his/her interest in respect of selection process.
- 17.3 Any misconduct on the part of the candidate at any part of the selection process is strictly prohibited and such misconduct will lead to disqualification of the candidature and also appropriate disciplinary/ criminal proceedings.
- 17.4 Indulgence in any malpractices/ misconduct will result in the rejection of the candidature at any stage of selection in addition to initiation of appropriate Disciplinary/ Criminal proceedings.

18 DECISION OF RRC TO BE FINAL

In all matters connected with the GDCE notified vide this notification; the decision of the RRC will be final and binding on all concerned.

19 ABBREVIATIONS USED

SC-Scheduled Caste; ST-Scheduled Tribe; OBC-Other Backward Classes;
UR-UnReserved.

A copy of the Notification & Annexures are also placed on the official website of RRC/Hubli www.rrchubli.in . **This website may also be referred in future by the candidates for any information/updates.**

**Dy. Chief Personnel Officer (Recruitment)
Railway Recruitment Cell,
South Western Railway, Hubli**

FORM OF CASTE CERTIFICATE FOR SC/ST CANDIDATES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA.

This is to certify that Shri/Smt./Kum* _____ Son/Daughter* of _____ of village/town* _____ District/Division* _____ of State/Union Territory* _____ belongs to the _____ Caste/Tribe* which is recognized as Scheduled Caste/Scheduled Tribe** under:

- The Constitution (Scheduled Caste) order, 1950.
- The Constitution (Scheduled Tribe) order, 1950.
- The Constitution (Scheduled Caste) (Union Territory) order, 1951.
- The Constitution (Scheduled Tribe) (Union Territory) order, 1951 (as amended by the Scheduled Caste and Scheduled Tribe Lists Modification) Order 1956, the Bombay Reorganization Act 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas Reorganization Act, 1971 and the Scheduled Tribes Order (Amendment Act, 1976).
- The Constitution (Jammu & Kashmir) Scheduled Caste Order, 1956.
- The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959@ as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act 1976.
- The Constitution (Dadra and Nagar Haveli) Scheduled Caste Order, 1962.
- The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962@
- The Constitution (Pondicherry) Scheduled Caste Order, 1964@
- The Constitution Scheduled (Uttar Pradesh) Tribes Order, 1967@
- The Constitution (Goa, Daman and Diu) Scheduled Caste Order, 1968@
- The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968@
- The Constitution (Nagaland) Scheduled Tribes Order, 1970@
- The Constitution (Sikkim) Scheduled Caste Order, 1978@
- The Constitution (Sikkim) Scheduled Tribes Order, 1978@
- The Constitution (Jammu & Kashmir) Scheduled Tribes order 1989@
- The Constitution (SC) orders (Amendment) Act, 1990@
- The Constitution (ST) orders (Amendment) Ordinance, 1991@
- The Constitution (ST) orders (Second Amendment) Act, 1991@
- The Constitution (ST) orders (Amendment) Ordinance, 1996

%2. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one state/Union Territory administration .

This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes certificate issued to Shri/Smt* _____ Father/mother* of Shri/Smt/Kumari* _____ of village/town* _____ in District/Division* _____ of the State/Union Territory* _____ who belong to the _____ caste/tribe* which is recognized as Scheduled Castes/Scheduled Tribes* in the State/Union Territory* issued by the _____ dated _____.

%3. Shri/Smt./Kum.* _____ and/or his/her* family reside (s) is Village/Town* _____ of _____ District/Division* of the State/Union Territory of _____

Signature _____
 **Designation _____
 (with seal of office) State/Union territory.

Place: _____

Date: _____

(*) Please delete the words which are not applicable.

@ Please quote specific Presidential Order.

% Delete the paragraph which is not applicable.

Note: The term* ordinarily resides* used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.

(**) List of authorities empowered to issue Caste/Tribe certificates:

District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class stipendiary Magistrate/City Magistrate/Sub- Divisional Magistrate/Taluka Magistrate//Executive Magistrate//Extra Assistant Commissioner (not below the rank of 1st Class stipendiary Magistrate)/Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Revenue Officers not below the rank of Tahsildar/Sub-Divisional Officer of the area where the candidate and/or his/her family reside (s).

Note: ST Candidates belonging to Tamil Nadu State should submit caste certificate ONLY from the REVENUE DIVISIONAL OFFICER.

FORM OF CERTIFICATE FOR OTHER BACKWARD CLASS CANDIDATES

This is to certify that Shri/Smt./Kum* _____ Son/Daughter* of _____ of village _____ District/Division* _____ in State _____ belongs to the _____ Community which is recognized as a backward class under:

- Resolution No.12011/68/93-BCC(C) dated 10th September 1993, published in the Gazette of India Extraordinary- part 1 Section 1, No.186 dated 13th September, 1993.
- Resolution No.12011/9/94-BCC dated 19th October 1994, published in the Gazette of India Extraordinary- part 1 Section 1, No.163 dated 20th, October 1994.
- Resolution No.12011/7/95-BCC dated 24th May 1995, published in the Gazette of India Extraordinary- part 1 Section 1, No.88 dated 25th , May 1995.
- Resolution No.12011/44/96-BCC dated 6th December 1996, published in the Gazette of India Extraordinary- part 1 Section 1, No.210 dated 11th, December 1996.
- Resolution No.12011/68/93-BCC published in the Gazette of India –Extraordinary No.129 dated 8th July, 1997.
- Resolution No.12011/12/96-BCC published in the Gazette of India –Extraordinary No.164 dated 1st Sep., 1997.
- Resolution No.12011/99/94-BCC published in the Gazette of India –Extraordinary No.236 dated 11th Dec., 1997.
- Resolution No.12011/13/97-BCC published in the Gazette of India –Extraordinary No.239 dated 3rd Dec., 1997.
- Resolution No.12011/12/96-BCC published in the Gazette of India –Extraordinary No.166 dated 3rd Aug., 1998.
- Resolution No.12011/68/93-BCC published in the Gazette of India –Extraordinary No.171 dated 6th Aug., 1998.
- Resolution No.12011/68/98-BCC published in the Gazette of India –Extraordinary No.241 dated 27th Oct., 1999.
- Resolution No.12011/88/98-BCC published in the Gazette of India –Extraordinary No.270 dated 6th Dec., 1999.
- Resolution No.12011/36/99-BCC published in the Gazette of India –Extraordinary No.71 dated 4th April, 2000.

Shri/Smt./Kum.* _____ and/or his/her* family ordinarily reside (s) in the District/Division* of the _____ State. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the Government of India, Department of Personnel and Training O.M. No.36012/22/93-Estt. (SCT) dated 8/9/1993 and modified vide Government of India Department of Personnel and Training O.M. No.36033/32004-Estt. (Res.) dated 09-03-2004.

Date:

District Magistrate/

Seal:

Dy. Commissioner etc..

(*Please delete the words which are not applicable

- a. The terms "Ordinarily reside(s)" used will have the same meaning as in Section 20 the Representation of the Peoples Act. 1950.
- b. Where the certificates are issued by Gazetted Officers of the Union Government or State Governments, they should be in the same form but countersigned by the District Magistrate or Dy. Commissioner (Certificate issued by Gazetted Officers and attested by District Magistrate/Dy. commissioner are not sufficient)
- c. The OBC certificate from the following authorities only will be accepted:-
 - i. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1st Class stipendiary Magistrate/ Extra Assistant Commissioner (not below the rank of 1st Class stipendiary Magistrate)/Sub- Divisional Magistrate/Taluka Magistrate//Executive Magistrate.
 - ii. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
 - iii. Revenue Officers not below the rank of Tahsildar
 - iv. Sub-Divisional Officer of the area where the candidate and/or his/her family normally reside (s).

Proforma for declaration to be submitted by Other Backward Class Candidates along with the application while applying for the posts against Employment Notice No. _____ dated _____ of RRC/S.W.Rly.

DECLARATION

“I _____ Son/Daughter of Shri _____ resident of Village/Town/City _____ District _____ State _____ hereby declare that I belong to the _____ (indicate your sub-caste) community which is recognized as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No.36012/22/93-(SCT) dated 08-09-1993. It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 08-09-1993 and its subsequent amendment through O.M.No.36033/3/2004 – Estt. (Res.) dated 09-03-2004.

Place: _____

Signature of the Candidate _____

Date: _____

Name of the Candidate _____