Recruitment against Scouts & Guides Quota on South Eastern Railway for the year 2019-20

Employment Notice No. SER/Pers/S&G Quota/2019-20

Opening Date: 06.07.2019 Closing Date: 05.08.2019 Closing Time: 18.00 hrs.

(**Closing Date : 14.08.2019** for residents of North Eastern states, Sikkim, Jammu & Kashmir, Lahaul & Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands and Lakshwadeep).

Applications are invited from Indian nationals who are active members of Bharat Scouts & Guides for recruitment against Scouts & Guides Quota vacancies in Gr. C and erstwhile Gr D grades in PB-I Grade Pay-Rs.1900/1800 [6th CPC] and Level-2/1 [7th CPC] for the year 2019-20 in South Eastern Railway.

1. DETAILS OF VACANCIES :

Pay Band-1 (6th CPC) [Level-2/1; 7th CPC]	Grade Pay in Rs.	Unit/No. of vacancies					Total
		HQ	Adra Division	Chakradharpur Division	Kharagpur Division	Ranchi Division	
Rs. 5200-20200/-	Rs. 1900/-	02	..	..	..	..	02
	Rs. 1800/-	–	02	02	02	02	08
Grand Total		02	02	02	02	02	10

Applications are being called separately for Pay Band Rs. 5200-20200/- Grade Pay Rs. 1900/- (6th CPC) and Pay Band 5200 -20200/- Grade Pay Rs.1800/- (6th CPC) . The selections shall also be conducted separately. A candidate may apply differently for both grades in Grade Pay Rs.1900/- and Grade Pay Rs. 1800/- (Level-1/Level-2: 7th CPC). Candidates willing to apply for both grades will have to apply in separate envelopes.

1.1. Reservation: The posts against this quota are open to all candidates and candidates belonging to SC/ST/OBC categories are only extended relaxation in age limit as admissible in general open market recruitments. They may submit necessary self-attested certificates issued from the competent authority in the proper format to be eligible to be given age relaxation. This is strictly required vide chapter 13 of the brochure (published by Govt. of India/Ministry of Personnel, Public Grievance & Pensions Department of Personnel Training, New Delhi). Xerox copy of caste certificate issued by the Competent Authority, not below the rank of Tehsildar in case of SC/ST/OBC candidates. OBC candidates shall also submit OBC Non-Creamy-Layer Certificate in Central Govt. Format issued not before than 03 years by the competent authority.

2. ELIGIBILITY NORMS :

2.1. Scouting/Guiding Qualifications :

The following qualifications would apply for recruitment of Scouts & Guides to posts in Grade Pay Rs. 1900/- and Grade pay Rs. 1800/- :

(a) A President Scout/Guide/Rover/Ranger OR Himalayan Wood Badge (HWB) holder in any section.

(b) Should have been an active member of a Scouts/Guides organization for the last 5 years. The 'Certificate of Activeness' should be as per Annexure-II and

© Should have attended at least two events at National level OR All Indian Railways' level and Two events at State level

2.2. Educational Qualifications :

Candidates should possess requisite academic qualification on the date of submission of application as given below. Those who are appearing at and/or awaiting results of final examination are not eligible.

Posts having Grade Pay Rs.	Educational Qualification
1900	12th (+2 stage) or its equivalent examination with not less than 50% marks in the aggregate. (50% marks in the aggregate will be required for NTPC categories. 50% marks are not required for SC/ST/ Ex-servicemen candidates and candidates who possess higher qualification like Graduation/Post Graduation) (OR) A pass in Matriculation or its equivalent from a recognized Board and having ITI certificate for the posts of Artisans in Technical Categories.
1800	(i) 10th pass from a recognised Board with National Apprenticeship certificate granted by NCVT or 10th pass from a recognised Board with ITI for appointment in Civil Engineering, Mechanical, Electrical, S&T and Catering departments. (ii) 10th pass or ITI or its equivalent from a recognised Board for appointment in other departments.

2.3 Age Limit :

(Age as on 01.01.2020)

Grade Pay in Rs.	Community		
	UR	OBC	SC/ST
1900	18-30 Years	18-33 Years	18-35 Years
1800	18-33 Years	18-36 Years	18-38 Years

Copy of Matriculation or its equivalent certificate from a recognized Board OR the Birth Certificate should be submitted for proof of Date of Birth.

2.4. Extent of Age Relaxation :

(i) Serving Railway employees, including casual labours, who have put in three years of continuous service and substitutes who have put in three years of continuous service or three years in broken spells in the Railways. Maximum Age :- UR-40 years: OBC-43 years & SC/ST -45 years.

(ii) Widows/Divorced women and women judicially separated but not remarried.

Maximum age - UR- 35 years, OBC-38 years, SC/ST -40 years.

(iii) Persons with Disabilities(PwBD): Age relaxation of 10 years in respective communities subject to production of Disability Certificate in proper format.

(iv) Ex Servicemen: The Upper Age limit is relaxable for Ex Servicemen upto the extent of service rendered in Defence Forces plus 3 years provided they have put in a minimum of 6 months attested service. Ex Servicemen who have already joined the Govt. Service in civilian capacity after availing the age relaxation are not eligible for such benefit.

(v) Persons who had ordinarily domiciled in the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989: Relaxation upto 05 years.

3. HOW TO APPLY :

3.1 Examination Fees :

(i) The Examination fee as detailed below to be paid by way of IPO, or Bank Draft. Date of issue of IPO / Bank Draft should not before the date of this notification.

(a) For candidates belonging to UR/OBC	**Rs. 500/-** (Rupees Five hundred only)
(b) For candidates belonging to SC/ST / Ex.Servicemen/Persons with Disabilities(PwBDs), Women, Minorities, and Economic Backward Classes.	**Rs. 250/-** (Rupees Two hundred fifty only)

Bank Draft/IPO should be issued in favour of FA&CAO, South Eastern Railway, Garden Reach - 700043, payable at GPO/Kolkata.

(Candidates must write their name, full address at the space provided in the IPO. Applications received with Cash / Money Order / Central Recruitment Fees stamps / Cheque will not be accepted and hence will be rejected.)

(ii) Economically Backward Classes will mean the candidates whose family income is less than Rs.50,000/- per annum and income certificate for this purpose should be issued from the specified Authority and on the specified Format as per Annexure-II.

(iii) For claiming waiver of examination fees, minority candidates should furnish 'Self declaration' as mentioned in Annexure-IV along with the application form. Minority candidates shall also be required to furnish an affidavit sworn before an Executive Magistrate of their belonging to the minority community. Minorities will mean Muslims, Christians, Sikhs, Buddhists, Jains, Zorastrians (Parsis).

(iv) An amount of Rs.400/- will be refundable to UR and OBC. Rs.250/- to SC/ST, Ex-Servicemen, Persons with Disabilities (PwBDs), women, minorities and economically backward classes. The refund is restricted to only those eligible candidates who will appear in the Written Examination.

3.2. Instructions for filling up the application form :

(i) The notification with the application form, along with the Annexures are available in RRC/SER website www.rrcser.co.in. Candidates should carefully read the instructions before filling up application form. They should be able to download the application form along with the Annexures, wherever applicable, from the website.

(ii) The candidate has to fill up required information in his/her own handwriting using blue / black ball point pen. The application should be filled either in English or Hindi but not in any other language. Application filled in any language other than Hindi/English and having any change in the format of application will lead to rejection of application summarily.

(iii) One recent passport size photograph (4cm x 5cm) should be affixed on the application form without fail. The Photo may preferably be not older than 3 months as on the date of applying. The photo should clearly reveal the full face and should be taken without wearing cap and goggles/coloured glasses. Photo should be new, sharp and clear, with light background, suitable for scanning and printing. Do not put any mark or signature on the front side of the affixed photograph. The photograph should be neatly and firmly pasted in the prescribed space, and not stapled or pinned. **Photograph should not be attested.**

(iv) One loose extra photograph with name, date of birth and signature of the candidate written on the backside should be attached along with the application form.

(v) Candidate should copy the paragraph at Item-20 of the application form in English/Hindi in his/her own running handwriting (not in capital/spaced out letters) in the space given below the paragraph.

(vi) Signature of the applicant must be full and in running hand not in block capital letter or disjointed letters. Candidates are required to sign in English or in Hindi in the prescribed places provided in the application form.

(vii) While filling up the application form, candidates have to ensure that the signature and two marks of physical identification (like a mole on the nose, cut-mark on the forehead in the left side or a scar mark below the left arm etc.)are clearly given without fail. Candidates should also give two left thumb impressions in the application form. If the LTIs are not clear and are smudged, the application will be liable to be rejected.

(viii) Applicant should write on the top of the envelope containing the application as follows: **"Application against Scouts and Guides Quota Recruitment for the year 2019-20 for Grade Pay Rs. 1900/- or 1800/-."**

(ix) Applicant should clearly indicate the post for which he/she applied for (i.e. for GP Rs. 1900/-or for GP Rs.1800/-). Applications without indication of the Grade Pay will be rejected.

(x) Candidates should send their applications so as to reach at the address mentioned at para 3.3 below on or before the closing date and time. Railway Administration shall not be responsible for any postal delays. Application received after the last date & time would be summarily rejected.

www.Jobriya.In

(xi) Candidates should note that only the Date of Birth as recorded in the Matriculation/High School Examination Certificate or Birth Certificate is to be considered.

(xii) Candidate should write his/her name, father's name / husband's name in capital letters as given in educational certificate.

(xiii) Before applying for a post, the candidate should ensure that he/she fulfils the eligibility and other criteria stipulated for the post. The Railway Administration would be free to reject any application not fulfilling the requisite criteria at any stage of recruitment and if erroneously appointed, such candidate is liable to be summarily removed from service even after appointment.

(xiv) The candidate already employed in Central/State/PSUs including Railways should submit their applications through proper channel, duly submitting Service Certificate and No Objection Certificate (NOC) from the employer.

(xv) Candidates who are debarred from appearing in any of the RRB/RRC exams need not apply unless their debarment period is over by the closing date of this Employment Notification. Otherwise, their applications shall not be entertained.

(xvi) Applicant should enclose with the application a set of **Self Attested** legible xerox copies of all certificates, in proof of educational qualification, age, ST/SC/OBC status etc.

(xvii) Copies of participation certificates and membership certificate for the last five years in the recent past and continuation certificate as active member should be countersigned by State / District Commissioner (Scouts) for Scouts Wing and State/District Commissioner (Guides) for Guides Wing and should be enclosed along with the application form.

(xviii) Candidates seeking fees exemption, for being from economically backward classes, must get the Annexure-II filled up and certified by the proper authority as mentioned therein. Minority candidates have to make a self declaration in the format as in Annexure-IV of the Notification for claiming waiver of examination fees. And such candidates are to furnish a minority community declaration affidavit on non-judicial stamp paper of Rs.10/- sworn before an Executive Magistrate establishing their belonging to minority communities.

(xix) Applicant should fill all 23 columns in the application without fail

3.3. Address for submitting application :

Candidates should send their applications, filled in all respects, along with the enclosures and Annexures duly certified, by Post, to the address mentioned below. Alternatively, candidates can also drop their applications directly in the Drop Box placed at the office premises :

Filled in applications should be sent to
The Assistant Personnel Officer (Recruitment), Railway Recruitment Cell, Bungalow No.12A, Garden Reach, Kolkata- 700043 (Near BNR Central Hospital) **Drop Box** has also been provided in the RRC office building for dropping the application forms. The applications should be sent in a closed envelope with superscription **"Application against Scouts & Guides Quota recruitment for the year 2019-20 in the Grade Pay Rs.1900/1800". (Strike out whichever is not applicable)**

4. RECRUITMENT PROCEDURE :

4.1 The candidates who apply in response to the Notification and are found eligible, will be called for written examination. Candidates to the extent of only 5 times of the vacancies in order of merit, who have scored minimum 40% marks in the Written Test, shall be called for verification of certificates. Overall merit will be assessed on the basis of Written test & marks on certificates of Scouts & Guides activities.

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SL No.	Attributes	Marks
(A)	Written Test: The written test will consist of 40 objective questions (40 marks) & 1 essay type question (20 marks), in bi-lingual format relating to Scouts and Guides Organization and its activities and General Knowledge for Grade pay Rs.1900/- and Grade pay Rs. 1800/-. **There will be negative marking in the written test and 1/3rd of marks allotted for the Objective Type. Question will be deducted for every wrong answer.** Written test shall be of duration of 60 minutes.	60
(B)	**Marks on certificates**	**40**
	i) Participation/Service rendered in National events/National Jamboree including All Indian Railway Events) :	10
	• First Two certificates (i.e. minimum eligibility qualification)	Nil
	• One additional event	07
	• Two or more additional events	10
	ii) Participation/Service rendered in State events/Rallies :	10
	• First Two certificates (i.e. minimum eligibility qualification)	Nil
	• One additional event	07
	• Two or more additional events	10
	iii) Specialized Scouts/Guides course organized at National/ State/All Indian Railways level :	10
	• One Course	07
	• Two or more Courses	10
	iv) Participation in District Rallies :	10
	One Certificate	Nil
	Two certificates	07
	Three certificates	10
	TOTAL	**100**

4.2 Detailed Syllabus for the Written Examination :

History of Scouting/Guiding; Law & Promise; Organization - 'District & State Level'; Training Centre - District & State Level; Knowledge of Books; Scouting for Boys/Guiding for girls in India; Motto left hand shake; Salute; Prayer; Flag Song; National Anthem; Know the National and Scouting Flags; Social Services at various occasions; Hiking; Proficiency badges. How these are earned?; Stages in Scouting/Guiding; Thinking Day; Progressive Training of Scouts/Guides/Rovers/Rangers; Pioneering; Handicraft; Indian Railway Jamborette; National Jamboree; Jamboree on the Air; Organization at National Level; National Training Centres; WAGGGS/WOSM; Uprastrapati Award Competition; Prime Minister Shield Competition; Community Development Programmes; Aims and Methods of Scouting; How scouting is useful in producing better citizens?

4.3 The date, time and venue of written examination, document verification will be fixed by the RRC and will be intimated to the eligible candidates in due course. Request for postponement of the examination/document verification will not be entertained under any circumstances.

5. OTHER TERMS AND CONDITIONS :

5.1 Eligibility status of the candidate shall be made available on RRC/SER website www.rrcser.co.in Candidates can verify their eligibility from the website. Candidates should provide their mobile number and e-mails in the application form at the space provided. RRC will not entertain any request for change of mobile number and e-mail address at any stage.

(i) Applications not fulfilling any of the terms and conditions given in this notification shall be summarily rejected.

(ii) Applicant should possess requisite educational and Scouting/Guiding qualifications on the date of submission of application.

(iii) Discrepancies in the application submitted would render the candidate ineligible at any time during the selection.

(iv) Eligible applicants will be issued with call letters to their correspondence address, for the Written Test. South Eastern Railway will upload the list of eligible and ineligible candidates applying for the notified vacancies in the website of RRC/SER website address www.rrcser.co.in for general information and viewing. No other intimation of rejection, other than uploading the list in the above mentioned website, would be communicated to ineligible candidates.

(v) SC/ST candidates will be eligible for free rail travel in second class for attending Written Test/Document verification.

(vi) Selected candidates have to pass the requisite medical fitness standards prior to appointment.

(vii) In the event of appointment as Clerk-cum- typist posts in Group-C railway service, candidates will be required to acquire typing proficiency of 30 w.p.m. in English or 25 w.p.m. in Hindi within a period of two years from the date of appointment, and till such time, appointment will be provisional.

(viii) Decision of South Eastern Railway in all matters relating to this recruitment shall be final.

(ix) Candidates applying against this notification should keep track of the Date of Written Test /Document verification which will be notified through the official website of RRC/SER. In case the applicant does not receive the call letter by 5 days before the notified date of written examination due to postal delay, the applicant should report to the Assistant Personnel Officer(Rectt.) in person for duplicate call letter at least one day before the day of the written examination. Duplicate call letter will be issued on production of original Photo Identity Card i.e. Aadhar Card/Voter Identity Card/PAN Card/Passport or Driving License.

(x) A common written test will be conducted for the eligible applicants applying against Grade Pay of Rs. 1800/-against the Divisional vacancies.

(xi) Candidates may download recruitment notification and application form, along with Annexures, available on Railway Recruitment Cell, South Eastern Railway website address www.rrcser.co.in

(xii) Selected candidates are likely to be posted anywhere on South Eastern Railway after successful completion of all pre-appointment formalities, including training wherever prescribed.

(xiii) For any legal dispute, the jurisdiction will be the Central Administrative Tribunal, Calcutta.

6. CAUTION: Recruitment is purely merit based. South Eastern Railway have not appointed any agent or coaching centre for acting on its behalf for this recruitment. Candidates are cautioned against any false claims made by any unscrupulous persons/agencies of getting them selected in this recruitment on illegal consideration. If they come across any such persons/agencies, please do inform to Chairman, Railway Recruitment Cell, South Eastern Railway, 11,Garden Reach, Kolkata-700043. They can also inform to the Sr. DGM, South Eastern Railway, 11, Garden Reach, Kolkata- 700043.

CHAIRMAN, RAILWAY RECRUITMENT CELL

Annexure-I

South Eastern Railway
Application Form (in A4 size paper)
E.N.No. SER/Pers/S&G Quota/2019-20 Dated: 06.07.2019
Application for Recruitment against Scouts & Guides Quota 2019-20

For office use only

After reading the Employment Notice and agreeing to all the terms and conditions notified therein, I do hereby apply for recruitment against Scouts & Guides quota under Employment Notice No. SER/Pers/S&G Quota/2019-20 dated 06.07.2019 and furnish the following particulars :

Paste (do not pin or staple) your recent (not older than three months) passport size colour photograph (Not to be attested)

1. Candidate's full name (in capital letters) :

2. Father's/Husband's name (in capital letters) :

3. The Pay Band & Grade Pay applying for Please (√) [Apply separately if applying for both the posts] | Pay Band-1 GP Rs. 1900/- ☐ | Pay Band-1 with GP Rs. 1800/- ☐

4. Date of Birth : D D M M Y Y Y Y | 5. Community (SC/ST/OBC/UR) | 6. Sex : (Male/ Female)

7. Educational Qualification | 8. Religion | 9. Nationality

10. Tick (√) the applicable box, if you are : | Serving Railway Employee | Divorcee/ Widow | Minority Community | Economically Weaker Section | Persons with Disabilities (PwBD)

11. Full address for correspondence

State : PIN

12. Mobile Number :
13. E-Mail ID :
14. Nearest Railway Station
15. Scout/Guide District

16. Exam Fee Details :

DD No./IPO No. with Date	Amount

17. Left Hand Thumb Impression (Must be clear & not smudged) :

18. Write 2 (two) clear visible marks of identification on your body. (Moles, Cut-marks or scar marks etc.) 1) 2)

19. List of Documents enclosed :

Please Tick mark in column Yes or No	Tick Yes	Tick No
(1) Crossed IPO/DD		
(2) Proof of Date of Birth		
(3) Proof of Educational Qualification		
(4) Certificates in Scouts & Guides		
(5) Other Documents, if required		
(6) Annexure 'I' of the Notification		
(7) Annexure 'II' of the Notification		
(8) Annexure 'IV' of the Notification		

20. **Applicant's DECLARATION. Copy the following paragraph in English/Hindi in the space below in your own handwriting in running script (not in capital/spaced out letters). Applcations without this written declaration will be rejected :**

"I hereby declare that all the statement made in the application are true, complete and correct to the best of my knowledge and belief. In the event of any information being false or incorrect or myself being not eligible in terms of eligibility criteria, my candidature/ appointment is liable to be cancelled/terminated without any notice at any stage even after empanelment" _____

21. Place:
22. Date: 23. Applicant's full signature in running script (in Hindi or English)

ANNEXURE-II

Certificate No .....

CERTIFICATE OF ACTIVENESS

This is to certify that Shri/Ms.....of.....
.....State/District/Division is an active member of.....Group for .....years duly registered with the State/District Asscociation.

Date:
Seal and Office Stamp

(Name & Sign) Group Leader(S/G) | (Name & Sign) DOC(S/G) | (Name & Sign) DC(S/G)

Annexure-III

FORMAT OF INCOME CERTIFICATE FOR WAIVER OF EXAMINATION
FEES FOR ECONOMICALLY BACKWARD CLASSES/SECTIONS
(To be issued on the letterhead of the Issuing Authority mentioned below)

1.	Name of the Candidate	
2.	Father's / Husband's name	
3.	Age	
4.	Residential Address	
5.	Annual Family Income (in words and figure)	
6.	Date of Issue	
7.	Signature of issuing authority	
8.	Stamp of issuing authority	

(Name of the issuing authority with Office Seal)

NB: Economically Backward Classes will mean the candidates whose family income is less than Rs.50,000/- per annum.

The following authorities are authorized to issue income certificate to be issued on the letter head of the issuing authority for the purpose of identifying economically backward classes/sections : 1) District Magistrate or any other Revenue Officer upto the level of Tehssildar. 2) Sitting Member of Parliament of Lok Sabha for persons of their own Constituency. 3) BPL Card or any other certificate issued by Central Government under a recognized poverty alleviation programme or Izzat MST issued by Railways. 4) Union Minister may also recommend, for any persons from anywhere in the country. 5) Sitting Member of Parliament of Rajya Sabha for persons of the district in which these MPs normally reside.

Annexure-IV

SELF DECLARATION OF MINORITY CANDIDATES FOR WAIVER OF EXAMINATION FEES

Proforma for declaration to be submitted by Minority candidates along with the application for the post(s) against Employment Notice No.SER/Pers/S&G Quota/2019-20 dtd. 06.07.2019.

DECLARATION

I _____ son/daughter/wife of Sri/Smt. _____. Resident of village/town/city _____ District _____ State _____ hereby declare that I belong to the _____ (Indicate minority community notified by Central Govt. i.e. Muslim/Sikh/Christian/Buddhist/ Jain/Parsis).

Date: Signature of the candidate
Place: Name of the candidate

NOTE: At the time of document verification, during Interview, such candidates claiming waiver of Examination Fees will be required to furnish 'Minority Community declaration' affidavit on non-judicial stamp paper of Rs.10/- (Ten) that he /she belongs to any of the Minority Community notified by the Central Government (i.e. Muslim/Sikh/Christian/Buddhist/Jain/ Paris).

The exact date and venue of the document verification and interview of the concerned discipline will be intimated by the concerned authorities to the eligible candidate through call letter. (PR-333)

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