### IMPORTANT DATES

- **Date of Publication in Emp. News:** 14.09.2019
- **Date and Time of opening of online filling of application:** At 1200 Hrs on 16.09.2019
- **Date & Time of Closing of Online Application:** At 1200 Hrs on 15.10.2019

**NOTE 2:-**

1. **Details of Post, Qualification**

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Post No of Level Qualification</th>
<th>Level 1 of the Pay Matrix of 7th CPC</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Multi-Tasking Staff- Commercial Department, Catering Unit - SERVICE SIDE</td>
<td>94</td>
</tr>
<tr>
<td>02</td>
<td>COOKING SIDE</td>
<td>24</td>
</tr>
</tbody>
</table>

(a) Minimum Education/Technical Qualification(s) - Service Side:
- 10th Pass plus ITI in Food Beverages/Food & Beverages Guest Service under Craftsman Training Scheme (CTS):
- OR
- 10th Pass plus course in (i) Food & Beverages Service and (ii) Hospitality Assistant Modular Employable Skills (MES) under SDI as approved by NCVT;
- OR
- 10th Pass plus Trade Diploma in Food & Beverage Operation obtained from any of the institutes of Hotel Management under National Council of Hotel Management and Catering Technology or any other institutions run by Central Government/State Government/Bodies enacted by Act of Parliament or State Legislatures or recognized by Central Government/State Government/Bodies enacted by Act of Parliament or State Legislatures.
(b) Experience: NIL
(c) Acceptable equivalent qualifications, if any: NIL

**Note:** Vacancies of PH, ExSM & CCAA are inclusive of total 94 vacancies.

**Note:** The candidate applying in the category of CCAA should have completed the apprenticeship in Railway Establishment Only.

The details of posts earmarked for the P.H persons are as under:-

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(a) Minimum Education/Technical Qualification(s) - Service Side:
- 10th Pass plus ITI in Bakery & Confectionary/Baker & Confectionary/Food Production (General) under Craftsman Training Scheme (CTS):
- OR
- 10th Pass plus course in (i) Cook (General), (ii) Cook (Continental), (iii) Cook (Indian cuisine), under SDI as approved by NCVT;
- OR
- 10th Pass plus Trade Diploma in Food Production/Trade Diploma in Bakery & Confectionary, obtained from any of the institutes of Hotel Management under National Council of Hotel Management and Catering Technology or any other institutions run by Central Govt./State Govt./Bodies enacted by Act of Parliament or State Legislatures or recognized by Central Govt./State Govt./Bodies enacted by Act of Parliament or State legislatures.
(b) Experience: NIL
(c) Acceptable equivalent qualifications, if any: NIL

**Note:** The appointment of vacancies between ‘Service’ and ‘Cooking’ side may be changed depending on the administrative requirement.

**2.0 Age limit:** The candidate should be aged between 18 to 33 years as on 01.01.2020.

**NOTE:** Relaxation in upper age limit for the following categories/communities in the table given below is applicable subject to submission of requisite certificate

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>COMMUNITY/CATEGORIES</th>
<th>RELAXATION IN UPPER AGE LIMIT/OR MAXIMUM UPPER AGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>SC/ST candidates</td>
<td>5 years</td>
</tr>
<tr>
<td>02</td>
<td>OBC - Non-creamy layer</td>
<td>3 years</td>
</tr>
<tr>
<td>03</td>
<td>Ex-Servicemen candidates who have put in not less than 6 months continuous service after attestation</td>
<td>33 years of age plus No. of year of Service rendered in defence plus 05 Years</td>
</tr>
<tr>
<td>04</td>
<td>Person with Disability (PwBD) UR</td>
<td>10 Years</td>
</tr>
<tr>
<td>05</td>
<td>PwBD OBC (NCL)</td>
<td>15 Years</td>
</tr>
<tr>
<td>06</td>
<td>Candidates Ordinarily being Domicile in the state of Jammu &amp; Kashmir during the period from 01.01.1980 to 31.12.1989</td>
<td>38 Years of Age</td>
</tr>
<tr>
<td>07</td>
<td>Serving Railway Staff, Casual Labour &amp; Substitutes in Railways who have put in minimum of 03 year service (Continuous or in broken spells)</td>
<td>40 Year of Age</td>
</tr>
<tr>
<td>08</td>
<td>Candidates who are working in Quasi Administrative Offices of the Railway Organization, such as Railway</td>
<td>43 Year of Age</td>
</tr>
<tr>
<td>09</td>
<td>Women Candidate who are Widowed, Divorced or Judicially Separated from Husband but not remarried</td>
<td>40 Year of Age</td>
</tr>
<tr>
<td>10</td>
<td>Course Completed Act Apprentices applying for the post for which minimum qualification is ITI/Certificate</td>
<td>33 years of age plus extent of Apprenticeship Training under gone by them under the Apprenticeship Act 1961 subject to maximum 03 years</td>
</tr>
<tr>
<td>11</td>
<td>Candidate who have completed Act Apprentice under the Apprenticeship Act before attaining the age of 35 years</td>
<td>38 Year of Age</td>
</tr>
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</table>

**3.0 EXAMINATION FEE:** Examination fee is to be paid through ONLINE MODE and Service Charge as applicable will be borne by the candidate. Candidates recommended for appointment will have to pass the Written Examination.

**NOTE 1:-** Vacancies of PH, ExSM & CCAA are inclusive of total 94 vacancies.

**Note 2:-** The candidate applying in the category of CCAA should have completed the apprenticeship in Railway Establishment Only.

**NOTE:** The candidate should be aged between 18 to 33 years as on 01.01.2020.

**NOTE:** Relaxation in upper age limit for the following categories/communities in the table given below is applicable subject to submission of requisite certificate

**4.0 Scheme for recruitment:** The recruitment process shall consist of the Written Examination followed by Document Verification.

**5.0 Medical Examination:** Candidates recommended for appointment will have to pass the requisite medical fitness standards in prescribed for the post.

**6.0 Period of Probation:** NA

**7.0 Period of Training:** The selected candidate will be required to undergo training as per the rules.

**8.0 Details of Agreement/Security Deposit Bond to be signed:** NA

**9.0 Place of Posting:** Selected candidates will be posted in Parliament House-Catering Unit, Commercial Department, Northern Railway, New Delhi.

**10.0 Instructions:**
- (i) Merely Registering/filling up online application on RRC website does not entitle the candidate to the post. The candidate has to fulfill the eligibility conditions.
- (ii) The candidate fulfilling the eligibility conditions has to upload prescribed fee to be filled for Service Side & Cooking Side if fulfills the eligibility conditions.
- (iii) Avoid possibility of any failure to submit application due to heavy load/jam on website.
- (iv) RRC/NR is not responsible for incomplete or pending online examination fee transaction.
- (v) Relaxation in upper age limit for the following categories/communities in the table given below is applicable subject to submission of requisite certificate
- (vi) The candidate should be aged between 18 to 33 years as on 01.01.2020.
- (vii) Relaxation in upper age limit for the following categories/communities in the table given below is applicable subject to submission of requisite certificate
- (viii) The candidate fulfilling the eligibility conditions has to upload prescribed fee to be filled for Service Side & Cooking Side if fulfills the eligibility conditions.
Canvassing in any form, misbehavior or misconduct will lead to summary rejection.

In the event of any dispute about interpretation or any mistake, the English version will be final and binding on the candidates.

RRC reserves the right to reject the candidature of any applicant at any stage of the recruitment process.

Recruitment will be dealt as per policy read with modifications/amendments issued by the Railway Board from time to time on the subject.

Candidates who have been debarred for a specified period which is not yet over, will be rejected during any stage of recruitment as and when detected.

Candidates who have been debarred for life from all RRB/RRC examinations or who have been debarred for life from misconduct and cancellation of candidature and no correspondence will be entertained in this matter.

(xiii) Candidates to note that all relevant certificates showing the minimum eligibility of the candidate to appear in the written examination i.e Educational/Technical qualification and Caste Certificate etc. are to be uploaded with online application form. Original Certificates are required at the time of subsequent stage i.e Document Verification failing which applicant shall not be allowed to participate in the recruitment process further.

11.0 Invalid Application: Any of the following deficiencies/discrepancies found in the online application form and documents submitted by the applicant will render the application invalid/rejected:

(i) Application not in prescribed format and incomplete or illegible application.

(ii) Applications without photograph, LTI impression, unsigned application and/or Signature in capital or different signature at different places during the recruitment process.

(iii) Applications without Examination fee or less fee.

(iv) Applications without proof of date of birth, educational qualifications, Technical Qualification & Caste Certificate etc. as applicable.

(v) Over age or under age, date of birth not filled or wrongly filled.

(vi) Self-attested photocopies of requisite certificates not uploaded.

(vii) Not having requisite educational qualification & Technical qualification at the time of applying.

(viii) Application which are filed in a language other than English or Hindi.

(ix) Any other irregularities which are considered invalid by RRC.

12.0 MISCELLANEOUS:

(i) Railway Administration will not be responsible for any inadvertent error in the advertisement RRC website would be primary and main source of contact with the candidates for various information during the process. The status of the candidates will not be intimated by post.

(ii) This Employment Notice is also available on RRC Website. English version shall be applicable in case of any ambiguity/dispute in two versions.

(iii) In case any applicant has difficulty in registering their applications ONLINE, they are free to contact the help line numbers as available on RRC website.

13.0 HOW TO FILL UP THE APPLICATION: Steps to be followed for filling the ONLINE Application:

Click on APPLY ONLINE – LOGIN BOX will appear with two options i.e. Login for Already Registered Candidates & for New Registrations.

Candidate Dashboard will appear as under in RED color which will turn into GREEN on submission of all the required documents/certificates.

(i) This Employment Notice is also available on RRC Website. English version shall be applicable in case of any ambiguity/dispute in two versions.

(ii) In case any applicant has difficulty in registering their applications ONLINE, they are free to contact the help line numbers as available on RRC website.

14.0 Enclosures to be uploaded with the Online Application:- Applicant must upload following documents/certificates with the online application failing which application will be rejected.

a. Proof of Date of Birth (10th or Matric pass certificate).

b. Proof of Essential Educational & Technical Qualification prescribed i.e. Service or NCL - Ex. Service Man, CCAA- Course Completed Act Apprentice (from railway establishment), ExSM - Ex. Senior Mate, PH/PwD - Physically Handicapped/Person with Disability, NOC - Non Objection Certificate, RCL - Non Creamy Layer.

Chairman

2752/2019

Railway Recruitment Cell, Northern Railway

Abbreviation used:- EWS- Economically Weaker Section, CCAA- Course Completed Act Apprentice (from railway establishment), ExSM- Ex. Senior Mate, PH/PwD- Physically Handicapped/Person with Disability, NOC- Non Objection Certificate, RCL- Non Creamy Layer.