

NORTHERN RAILWAY



Railway Recruitment Cell, Northern Railway

Employment Notice No. RRC/NR 03/2018/S&G

Website : www.rrcnr.org

RECRUITMENT AGAINST SCOUTS & GUIDES QUOTA FOR THE YEAR 2018-19 (LEVEL 1 & 2 OF PAY MATRIX 7th CPC) IN NORTHERN RAILWAY

ONLINE Applications is invited from ELIGIBLE Indian citizens for recruitment of following posts in Level 1 & 2 of Pay Matrix 7th CPC against Scouts and Guides Quota for the year 2018-19 in Northern Railway. The posts are open to all candidates and candidates belonging to SC/ST/OBC/ExSM/PWD Categories who apply against this notification will be extended relaxation in age limit as admissible in a general open market recruitment. However, in case of being selected with any relaxation on account of being a candidate from the above categories, he/she will be taken against reserved roster point.

Applicant can apply for both categories i.e. Level 1 & 2 subject to full filling eligibility condition given below but have to fill separate application with examination fee for each application. Separate examination will be conducted for both the categories may be on the same day in Two Shifts.

Merely Registering/filling up online application on RRC website does not entitle the candidate being eligible for Written Examination. Candidature of the applicant is provisional at all stages of selection process subject to fulfilling the eligibility conditions.

IMPORTANT DATES	
Date of Publication of Detailed Notification on RRC website	28.12.2018
Date & Time of start of Online Application	At 1200 Hrs. on 31.12.2018
Date & Time of Closing of Online Application	At 1200 Hrs. on 30.01.2019
Expected Date of Online Written Examination	Between 15.02.2019 to 15.03.2019

1.0 Details of Post, Qualification and Age (as on 01/01/2019)

Cate gory	Post	Pay Level	Vacancy	Minimum Essential Educational Qualification/ Scouts and Guides Qualification	
1	Group 'C'	Level 2 of Pay Matrix 7th CPC	03	Educational Qualification: (a) Passed 10 + 02 (+2 stage) or its equivalent examination with not less than 50% marks in the aggregate from a recognized Board. 50% is not to be insisted upon in case of SC/ST/Ex-SM and to those candidates who possess qualification higher than intermediate such as Graduation/Post Graduation. Scouting Qualification : a) A President Scouts/Guide/ Rover/Ranger OR Himalaya Wood Badge (HWB) holder in any section. (b) Should have been an active member of a Scouts organization for the last 5 years. The Certificate of Activeness should be as per Annexure-I as available on RRC website. (c) Should have attended two events at National Level OR All Indian Railway's level and Two Events at State level	
Age limit	UR	OBC	SC/ST	Serving Railway Employee	Ex-SM
	18 to 30Yrs.	18 to 33 Yrs	18 to 35 Yrs	Upto 40 years	Extent of age relaxation as per the rules
2.	Group 'D' (Erst while)	Level 1 of Pay Matrix 7th CPC	16	Departments Civil Engg, Mech, Elect & S&T	Educational Qualification: 10th pass + National Apprenticeship Certificate (NAC) granted by NCVT OR 10th pass + ITI Equivalent from the recognized Educational Board.
				For Other Department	10th Pass or ITI or equivalent or National Apprenticeship Certificate (NAC) granted by NCVT
Scouting Qualification: a) A President Scouts/Guide/Rover/Ranger OR Himalaya Wood Badge (HWB) holder in any section. (b) Should have been an active member of a Scouts organization for the last 5 years. The Certificate of Activeness should be as per Annexure-I as available on RRC website. (c) Should have attended two events at National level OR All Indian Railway's level and Two events at State level.					
Age limit	UR	OBC	SC/ST	Serving Railway Employee	Ex-SM
	18 to 33Yrs.	18 to 36 Yrs	18 to 38 Yrs	Upto 40 years	Extent of age relaxation as per the rules

NOTE:- Candidates to note that mere participation in a Scout/Guide/Rover/Ranger/HWB/Event/Railly etc. does not make a candidate ELIGIBLE unless he/she holds the Certificate/Parchment issued by competent authority under the rules.

2.0 EXAMINATION FEE:-

Examination fee is to be paid through ONLINE MODE and RRC will not accept Examination fee in Cash/Cheque/ Money order/IPO/ Demand Draft Central Recruitment Fee Stamps etc. Candidates to note that RRC/NR is not responsible for incomplete or pending online examination fee transaction for whatever reason. In such case candidate need to proceed with fresh/new transaction of payment of examination fee.

- For all candidates except those mentioned in sub-para (ii) below: Rs. 500/- (Rupees Five Hundred) only through Online Payment in favour of RRC/NR. The examination fee is not refundable under any circumstances.
- For candidates belonging to SC/ST, Women, Minorities and Economically Backward Classes: Rs. 250/- (Rupees Two Hundred Fifty) only. Examination Fee will be refunded to these Categories of Candidate only when they actually appear in the Written Examination.
- Candidate to note that incase of refund of Examination Fee, it will be transferred back to the source from where it is received in RRC Account so it in the interest of the candidate that online fee must be paid using own account.

NOTE:- 'Minority' means Muslims, Christians, Buddhists, Zoroastrians (Parsis) & Sikhs. Economically Backward Classes will mean those candidates whose family income is less than Rs. 50,000/- per annum.

The following officials are authorized to issue income certificate for the purpose of identifying Economically Backward Classes :

- District Magistrate or any other Revenue Officer up to the level of Tehsildar.
- Sitting MP of Lok Sabha for persons of their own constituency.
- BPL Card or any other certificate issued by Central Government under a recognized poverty alleviation programme or Izzat MST issued by Railways.
- Union Minister may also recommend for any persons from anywhere in the country.
- Sitting MP of Rajya Sabha for persons of the District in which the MP normally resides.

The income certificate issued by the authorities mentioned above must be as per format given at Annexure-'E'. This will have to be issued on the letterhead of the issuing authority.

3.0 Scheme for recruitment:- Candidates who applied in response to notification issued and found eligible after scrutiny will be called for written examination. The candidates qualified in written test will have to undergo the Document Verification. Panel will be formed as per merit position of successful candidates in both written examination and marks of the certificate. The Candidate will be assessed on the basis of following criteria.

(A)	Written Test	Duration of Written Test- 60 Minutes)	60 Marks
1.	The written test will consist of 40 objective question (40 marks) & 1 essay type question (20 marks) relating to Scouts & Guides organization and its activities and General knowledge for Grade Pay-1900 & Grade Pay-1800. The syllabus for this will be as per Annexure-II as available on RRC website.		
(B)	Marks on Certificates		40 Marks
	(i) Participation/Service rendered in National Events/National Jamboree (including All Indian Railway Events)		10 Marks
	(a) First Two certificates (i.e. minimum eligibility qualification)		NIL
	(b) One additional event		07 Marks
	(c) Two or more additional events		10 Marks
	(ii) Participation/Service rendered in State Events/Rallies		10 Marks
	(a) First Two certificates(i.e. minimum eligibility qualification)		NIL
	(b) One additional event		07 Marks
	(c) Two or more additional events		10 Marks
	(iii) Specialized Scouts/Guides course organized at National/ State/All Indian Railways level		10 Marks
	(a) One course		07 Marks
	(b) Two or more course		10 Marks
	(iv) Participation in District Rallies		10 Marks
	(a) One certificate		NIL
	(b) Two certificates		07 Marks
	(c) Three certificates		10 Marks
	Total		100 Marks

NOTE:- The medium of the examination is in Hindi or English. There will be negative marking for all objective type questions in the written test and 1/3rd of the marks allotted for the question will be deducted for every wrong answer. Written Examination & Document Verification shall be held in Delhi only.

4.0 Medical Examination:-

Candidates recommended for appointment will have to pass the requisite medical fitness standards prescribed for the post to be identified by the Northern Railway Administration.

5.0 Period of Probation:-

As per rules

6.0 Period of Training:-

The selected candidate will be required to undergo training as per the requirement of the post on which he/she has been selected.

7.0 Details of Agreement/Security Deposit/Bond to be signed:-

Selected candidates shall be required to execute an agreement.

8.0 PLACE OF POSTING:-

Ordinarily a Selected candidates shall be employed on the Railway or Railway Establishment to which he or she posted but shall have no claim as of right for transfer

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to another Railway or Another Establishment. In the exigencies of service, however, it shall be open to the competent authority to transfer the railway servant to any other department or division/unit or railway or railway establishment including a project in or out of India.

9.0 Proficiency in Typing Skill:- The persons appointed against Scouts & Guides quota of the category of Clerks will be required to possess proficiency in typing with in a period of two years from the date of appointment, and their appointment will be provisional subject to the prescribed typing qualification within the stipulated period. In case of non acquisition of typing skill within the prescribed period, no additional time will be given and services of such candidate(s) will be summarily terminated.

10.0 General Instructions:-

- (i) Merely Registering/filling up online application on RRC website does not entitle the candidate being eligible for Selection process. All the recruitments against Open Advertisement quota shall be at the minimum of scale of pay in the Pay Matrix.
- (ii) Specific post and place of posting will be decided by the Northern Railway administration at the time of offering appointment to the selected candidate.
- (iii) No relaxation in Education and S&G qualification shall be permissible.
- (iv) No post is reserved for SC, ST, and OBC, However the candidates claiming to belong to SC/ST/OBC communities are required to upload copy of self attested Caste Certificate issued by Competent Authority.
- (v) Railway Administration reserves the rights to recruit eligible candidates at any place. Candidates are also advised not to bring any valuable/costly items to the examination hall as safe keeping of these items can not be assured. Administration will not be responsible for any loss in this regard.
- (vi) The decision of NR administration on all matters relating to eligibility, place, date, mode of selection, acceptance or rejection, recommendation of post, place of posting, grade etc. shall be final and binding on the candidates.
- (vii) The short listed eligible candidates may be required to stay for more than 1 day at the examination and document verification venue for the selection procedure for which they will have to make their own arrangements. Candidates are require to upload photograph in full Scout & Guide uniform.
- (viii) Candidates already employed in Govt. Service should submit Online Application with NOC from the Employer, without which application shall be summarily rejected at any stage.
- (ix) The candidature of the applicants shall be liable to be rejected at any stage of recruitment in case of concealment of any fact, which is in contravention to the above laid down conditions. The decision of the Railway Administration shall be final and binding on the candidates.
- (x) No TA/DA/Accommodation will be given for appearing in the selection procedure. Applicant will have to bring their own Scout & Guide Uniform/ Kit. However in case of SC/ST candidates who have uploaded their proper community certificate will be given free travel authority (2nd class) with E Admit Card and such candidates will be allowed to use this authority to travel on production of self attested copy of E-Call letter and SC/ST certificate. During the journey these candidate should carry E-Admit Card with original SC/ST certificate and original proof of identity failing which they will be treated as without ticket and charged accordingly.
- (xi) The Railway Administration reserves the right to fix any date, as deemed suitable, change place or postpone examination/document verification, conduct additional examination (at its own convenience), or even cancel the same due to unforeseen circumstances against which no claim will be accepted. No request for change of date &venue will be entertained.
- (xii) Candidates should bring all documents including uploaded with ONLINE Application Form in Original along with one set of self attested photo copies (Date of Birth Matriculation or Equivalent Certificate, Educational Qualification, Scout & Guide Qualification, Caste Certificate etc.) on the day of document verification without which they will not be allowed appear in the selection. Certificates in languages other than English or Hindi Should be accompanied by a self attested translation in English/Hindi.
- (xiii) Candidate should be in readiness to appear for the written test at short notice after the last date for submission is over.
- (xiv) Candidate's admission at all stages of the recruitment will be purely provisional subject to satisfying the prescribed eligibility condition.
- (xv) Candidates having qualification for higher pay matrix but applied against the vacancies for the lower pay matrix, will be considered for applied level only if found eligible otherwise.
- (xvi) Candidate recruited against S&G quota shall be terminated from service, if the information and documents furnished by him/her for recruitment are found incorrect/ fake at any stage.
- (xvii) No candidate should attempt impersonation or take the help of any impersonator at any stage of the selection process. Such candidates will be debarred for life from appearing in all RRB/RRC examinations or any appointment in Railways. In addition, legal action may be taken against the candidate.
- (xviii) Any material suppression of facts or submitting of forged certificates/caste certificate by a candidate for securing eligibility and/or obtaining privileges, including fee exemption for appearing in the selection trial shall lead to rejection of his/her candidature for the particular recruitment for which he/she has applied. Further, he/she will also be debarred from all examinations conducted by all RRB/RRC over the country.
- (xix) Candidates who have been debarred for life from all RRB/RRC examinations or candidates who have been debarred for a specified period which is not yet completed need not apply in response to this employment notice. Their candidature will be rejected during any stage of recruitment as and when detected.
- (xx) Recruitments of S&G quota will be dealt as per Railway Board's policy issued vide letter no. E(NG) II/2015/RR-2/1 (RBE No. 110/2015) dated 21.09.2015 read with modifications/amendments issued by the Railway Board from time to time.

- (xxi) Any subsequent changes in the terms and conditions of the Employment Notice as per extant rules will stand good. RRC reserves the right to consider/ incorporate any subsequent changes/ modification/additions/cancellation in the terms & conditions to recruitment under this Employment Notice as and when applicable.
- (xxii) RRC reserves the right to reject the candidature of any applicant at any stage of the process of recruitment, if any irregularity/ deficiency is noticed in the application.
- (xxiii) For any Legal Dispute, the Jurisdiction will be at New Delhi only.
- (xxiv) In the event of any dispute about interpretation or any mistake, the English version will be treated as final.
- (xxv) Canvassing in any form, misbehavior or misconduct will lead to summary rejection and cancellation of candidature and no correspondence will be entertained in this matter.
- (xxvi) **Candidates to note that all relevant certificates showing the minimum eligibility of the candidate to appear in the written examination like:- education, Scout & Guide qualification and Caste Certificates etc. are to be uploaded with online application form.** Original Certificates are not to be sent to RRC/NR and same are required at the time of Document Verification failing which applicant shall not be allowed to participate in the selection process.
- (xxvii) A written declaration will be obtained from all the candidates who finally qualify for appointment as per **Annexure-III as available on RRC website.** If the candidate violates any of the said declarations furnished by him/her, he/she should be taken up under DA & R by the concerned CPO/Senior DPO on the recommendation of State Chief Commissioner/District Chief Commissioner, as the case may be.

11.0 Invalid Application/Invalid Candidature:- 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, multiple applications, incomplete or illegible application.
- (ii) Applications without photograph, LTI impression, unsigned application/ Signature in capital or different signature at different places during the selection process.
- (iii) Applications without Examination fee or less fee.
- (iv) Applications without proof of date of birth, educational qualifications, Scout & Guide 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 & S&G 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 selection.
- (ii) English version shall be applicable in case of any ambiguity/ dispute in two versions i.e. English & Hindi.
- (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:-

Click in the BOX given at the end of the notification undertaking by the candidate that **I have read carefully the notification with instructions given above to be complied with during the recruitment process.**



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 step wise completion. Candidate may complete the Online application from Part I to Part IV with option to take print of the Payment slip and Application for future reference, if need be, in one go OR in parts but must be completed in all respects within the last date given. Candidate to follow the instructions generated by software during the process of submitting ONLINE APPLICATION at every step.

Part I	Part II	Part III	Part IV	Part V	Part VI
Registration Form	Application Form	Payment Examination Fee	Uploading Documents photo, Sign & Thumb Impression etc.	Online Payment Details Print	Application Details/ Print

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 minimum essential educational & scouting qualification prescribed for the post.
- c. In case of candidates belonging to SC/ST/OBC/Minority/Economically Backward/ PWD etc Certificate in prescribed format as per **Annexure available on RRC website** i.e. **www.rrcnr.org**.

Chairman

**Railway Recruitment Cell
Northern Railway**