



NORTHERN RAILWAY
RAILWAY RECRUITMENT CELL
Lajpat Nagar – I, New Delhi 110024.
Website: www.rrcnr.org

Employment Notice No: 220-E/Open Mkt./RRC/2013

OPEN MARKET RECRUITMENT

Date of Issue: 30.12.2013

Closing Date & Time: 1700 hrs. of 10.02.2014

For residents of Assam, Meghalaya, Manipur, Arunachal Pradesh, Mizoram, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahaul & Spiti districts, Panji, sub-division of Chamba district of Himachal Pradesh, Andaman & Nicobar and Lakshadweep Islands

Closing Date & Time is 1700 hrs of 25.02.2014.

Candidates before applying should carefully read the instructions and ensure that he/she fulfills all eligibility conditions at the time of submission of applications.

Railway Recruitment Cell/Northern Railway invites applications from bonafide Citizens of India and such other candidates declared eligible by the Ministry of Home Affairs, Government of India to fill up a total of 5679 posts in Pay Band-1 Rs.5200-20200 with Grade Pay of Rs.1800/- in following Divisions/ Workshops/Units.

i	Divisions	Delhi, Moradabad, Lucknow, Ambala & Firozpur
ii	Workshops /Factory	Jagadhari, Ghaziabad, Kapurthala, Rae Bareli, Jalandhar
iii	Units	i) Alambagh Store Lucknow, Store Depot Shakurbasti, New Delhi ii) Bridge Office, New Delhi and Lucknow iii) Northern Railway Central Hospital, New Delhi,

IMPORTANT:-

- Candidates may note that all Zonal Railways have already issued Notification for recruitment for the various posts of Grade Pay Rs. 1800/-. However Written Examination will be held on same day/s, simultaneously by all Railways. Similarly, Physical Efficiency Test (PET) will also be held by all the Railways simultaneously. Candidates should keep this in mind before applying for any particular Notification of any of the Zonal Railways.**
- Application to be DOWNLOADED FROM RRC WEBSITE (www.rrcnr.org)**

3. Applications will be strictly rejected on the following grounds:-

- a) **Unsigned/undated applications. Application not signed in both English and Hindi language in prescribed boxes.**
- b) **Application Signed in CAPITAL LETTERS.**
- c) **Application without Thumb Impression in prescribed box.**
- d) **Application without Clear, Permanent, Meaningful and distinct Body Mark (para 4 of application)**
- e) **Application without Clear Photo in prescribed box. (no Cap, Goggles, Muffler or anything which hides facial identity.**
- f) **Application without Declaration in Running Handwriting (para 15 of application form)**
- g) **Application Without required fee (*Pls read carefully para 3 of the notification*) or, Application without fee detail mentioned in para 14 of Application Form. No Demand Draft will be accepted.**
- h) **Application without enclosing proper educational /DOB certificates. Fill up Documents Enclosed (para 13 of application Form, correctly)**
- i) **Wrong mailing address on application form.(para no 1.)**
- j) **Application without Date of Birth (para 6) and or Name (para 2)**
- k) **Application not filled by candidate in his/her own handwriting. It will be checked at the time of document verification.**

Important Note

- (i) Write PINCODE compulsorily in your mailing address for correct mailing.**
- (ii) Write Correct PH and Caste code wherever applicable and attach all supporting certificates.**
- (iii) RRC website www.rrcnr.org will be primary source of communication with the candidates including the crosschecking/validating of ineligibility/eligibility of the applications.**
- (iv) Candidates are therefore advised to remain in touch with RRC website for further information or contact our Call Centre when operational.**
- (v) Sample filled up application form is also available on the RRC website.**

Employment notification along with Annexure is available on the RRC website.

- 1. Annexure I : Application Form**
- 2. Annexure II : Minority Certificate**
- 3. Annexure III : Certificate of income less than Rs. 50,000/-**
- 4. Annexure IV : Disability Certificate**
- 5. Annexure V : Request for scribe**
- 6. Annexure VI : SC/ST Certificate**
- 7. Annexure VII : OBC Certificate**
- 8. Annexure VIII : Creamy layer certificate**
- 9. Annexure IX: Fee Payment Challan**

Vacancies Details

Categ. No.	Name of the Post	Department	Number of Vacancies					Med. Class.
			SC	ST	OBC	UR	Total	
1	POINTSMAN	OPERATING	96	88	171	333	688	A-2
2	GATEMAN	OPERATING	20	62	75	105	262	A-2
3	KHALASI HELPER	CIVIL ENGG., ELECTRICAL, MECHANICAL, SIGNAL & TELECOM	77	37	134	258	506	B-1
4	TRACKMAN	CIVIL ENGINEERING	379	189	684	1277	2529	B-1
5	CARRIAGE CLEANER	MECHANICAL	33	70	59	110	272	B-1
6	DSL KHALASI	MECHANICAL	3	2	6	11	22	B-1
7	KHALASI HELPER	Engg	16	8	32	64	120	A-2
8	KHALASI HELPER	MECH. (W) , S&T (W), Engg	169	143	306	566	1184	C-1
9	SAFAIWALA	MEDICAL	0	0	0	5	5	C-1
10	Cook Mate	MEDICAL	1	1	0	0	2	C-1
11	KHALASI HELPER	STORES	13	6	23	43	85	C-1
12	HOSPITAL ATTENDANT (MALE)	MEDICAL	3	0	0	0	3	C-2
13	HOSPITAL ATTENDANT (FEMALE)	MEDICAL	0	0	0	1	1	C-2
GRAND TOTAL			810	606	1490	2773	5679	

Note :-

- i) As per Railway rules, 170 vacancies (i.e 3% (1% OH, 1% HH, 1% VH) of total vacancy of 5679) will be reserved for PWD/PH, but such candidates will be accommodated on identified posts only.
- ii) 20% of 5679 vacancies i.e 1135 are reserved for Ex-Servicemen.
- iii) Vacancies notified are provisional and will be subject to upward /downward revision.
- iv) The vacancies reserved for Person with Disabilities and Ex-servicemen are included in the total number of vacancies.

1. WHOM TO APPLY:

1.1 Duly filled application form along with the required documents should be addressed to :-

**Assistant Personnel Officer(RRC),
Railway Recruitment Cell,
Lajpat Nagar – I,
New Delhi – 110 024.**

On the envelope containing the application it should be clearly been written
**“APPLICATION FOR RECRUITMENT TO THE POSTS IN PAY
BAND-1 (Rs. 5200-20200) + GRADE PAY RS.1800/-”, EMPLOYMENT**

1.2 The application should be sent by post so as to reach this Office on or before the closing date and time mentioned above. Duly Filled applications can also be submitted in Railway Recruitment Cell at the above mentioned address (drop box) on or before the closing date and time.

2 ELIGIBILITY CRITERIA:

2.1 Minimum Educational Qualifications as on the date of notification: _-

10th Pass or ITI or equivalent or equivalent or National Apprenticeship Certificate (NAC) granted by NCVT. Candidates appearing /or awaiting results of 10th/ITI or equivalent on the date of application are NOT eligible to apply.

2.2 AGE LIMIT: (As on 01.01.2014)

☞ Age (in completed years) for the recruitment is 18-33 years reckoned as on 01.01.2014. (born between 02.01.1981 to 01.01.1996 both days inclusive)

☞ The upper age limit is relaxable for the following specified categories to the extent indicated below.

- i) 5 years for candidates belonging to SC/ST communities.
- ii) 3 years for candidates belonging to OBC communities.
- iii) 5 years to candidates who have originally been domiciled in the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989.
- iv) Persons with Disabilities (PWD) – 10 years for UR, 13 years for OBC and 15 years for SC/ST candidates.
- v) For Serving Railway Staff, the relaxation in upper age limits will be up to 40 years for Unreserved candidates, 45 years for SC/ST candidates and 43 years for OBC candidates, provided they have put in a minimum of 3 years service (continuous or in broken spells).
- vi) Relaxation of age will be to the extent of service rendered by them in Defense Service plus three years provided they have put in a minimum of 6 months service after attestation.
- vii) Quasi-Administrative offices of the Railway organization, the relaxation will be up to the length of service rendered subject to maximum 5 years.
- viii) Upper age limit in case of widows, divorced women and women judicially separated from the husband but not remarried shall be relaxed up to 35 years for Unreserved, 38 years for OBC and 40 years for SC/ST candidates.
- ix) The upper age limit in case of Course Completed Act Apprentices applying for those posts whose minimum qualification is Course Completed Act Apprenticeship shall be relaxed to the extent of apprentice training undergone by them under the Apprenticeship Act 1961.

3. APPLICATION FEE: Rs.100/- (Rs. one hundred only)

There are only two modes of paying fee for this examination.

3.1 Candidates should select any one of the following:

A. Applicants are first required to go to RRC website and download a print of Fee Payment Challan and fill up necessary details. (In Duplicates).

- | |
|--|
| i) Fee can be deposited in any branch of the Central Bank of India |
|--|

by depositing Fee Payment Challan in the Accounts no.
3311403687.

- ii) Fee can also be deposited in any other Bank by **using**
NEFT Code No CBIN0280311

- iii) Duplicate Copy of this Challan is to be attached/enclosed along with the application form. (compulsory)
- iv) Payment by Demand Draft will not be accepted.
Note: Particulars of fee payment either through Fee Payment Challan or through IPO should be mentioned in column no 14 of application form.

OR

B. Indian Postal Order of requisite value in favour of Assistant Personnel Officer, Railway Recruitment Cell, Lajpat Nagar – I, New Delhi – 110024.

These instruments should not have been issued prior to 30.12.2013 and after closing of date of application.

- 3.2 The following categories are exempt from payment of examination fee:
- (i) Candidates belonging to SC/ST communities
 - (ii) Women candidates
 - (iii) Candidates belonging to minority communities
 - (iv) Candidates belonging to backward classes having annual family income of less than Rs.50,000/-
 - (v) Persons with Disabilities(PWD)
- 3.3 Minorities means Muslims, Christians, Sikhs, Buddhists and Zorastrians (Parsis). For claiming waiver of examination fee, Minority candidates should furnish 'self declaration' as mentioned in Annexure-2 along with application form. This form is available on our website. At the time of document verification such candidates claiming waiver of examination fee will be required to furnish 'minority community declaration' affidavit on non-judicial stamp paper that he/she belongs to any of the above minority community. If the affidavit is not produced during document verification, the candidature will be rejected.
- 3.4 Economically backward classes means the candidates whose annual family income is less than Rs. 50,000/-. Such candidates have to submit Income Certificate in the format at Annexure-3 on the letter head of the issuing authority and enclose with the application.

4. PERSONS WITH DISABILITES (PWD)

PWD Candidates will be valid only if the disability form is issued on Annexure 4.

Definitions of Disabilities in detail has been uploaded on website. Concerned candidates are requested to please go through it before filling up their application form. Posts reserved for PWD

Name of Post	Department	Categories of disabled who could apply for the jobs
Khalasi Helper (Ctg No. 3,7,11)	Civil Engg, Electrical, Mechanical, S&T. Store	LV, OA, BL, OL,HH
Safaiwala	Med	LV,OA,BL,OL, HH

Cook	Med	B,LV,BL,OL,HH
------	-----	---------------

Abbreviations used : OH - Orthopaedically Handicapped , OL- One Leg ,OA - One Arm, BL- Both leg, HH- Hearing Handicapped ,VH - Visually Handicapped, LV- Lower Vision B-Blind

5. HOW TO APPLY:

- 12.14. The application should be downloaded from RRC website **on good quality A-4 size bond paper (80 GSM) using one side only. News paper cuttings should not be used as applications form.**
- 12.15. Candidates should fill up the application form in his/her own handwriting either in Hindi or in English with blue or black ball point pen only.
- 12.16. Photographs: one recent (not earlier than three months from the date of application) colour photograph of 3.5 cm x 2.5 cm size with clear front view of the candidate without cap and sun glasses should be pasted on the application form in the space provided. The candidate should sign in the space provided in the box below the photograph. One identical extra colour pass port size photograph should be enclosed with the application indicating candidates name and date of birth on the reverse of the photograph. Candidates may note that RRC may reject at any stage for pasting old/unclear photograph on the application or for any significant variations between photograph pasted on the application and actual physical appearance of the candidate.
- 12.17. Candidate should write Correspondence Address in column no.1 of application form, correspondence Address should be written in Block letter. It should be legible complete and with PIN code No. and should be written within prescribed space otherwise address on scanning would become illegible and it is likely the correspondence may get misplaced in transit.
- 12.18. The candidates belonging to SC/ST communities should fill the nearest Railway Station for the purpose of issuing free Railway Pass in column No.1
- 12.19. Candidates should write his/her name (in Column 2 of application form), father's/husband's name (in column 3) in Capital Letter as given in Class –X certificate or ITI or equivalent certificate.
- 12.20. In column No.4 of the application form the candidate should indicate any clear/visible marks of identification on their body like 'cut mark on the forehead', etc. The application form of the candidate is liable to be rejected if he/she does not indicate identification marks.
- 12.21. Candidates should write his/her Phone with STD code/Mobile No. in column 5 of application form.
- 12.22. In column 6, candidate should write his/her date of birth in digits beginning with date, month and year with one digit in each box. If any of these figure is single digit prefix zero to make it double digit, for example – if a candidate is born on 7th May, he/she should write 07 under date and 05 under month. Further candidate should write his/her attaining age as on 01.01.2014.
- 12.23. PWD(PH) candidates must mention CODE disability in column 7. If candidate is OH, he/she should write 1 on column 7 similarly HH and VH candidate should write 2 and 3 respectively. Further they should write percentage of their disability as mentioned in Disability Certificate. Visually impaired Candidates/those candidates whose writing speed is affected by Cerebral palsy can avail the assistance of Scribe for writing answer on their behalf in written examination, such candidates who want scribe during examination please write "Y" in last sub-column in Column 7 of application form.
- 12.24. In column 8 write appropriate code of Male (1) and (2)for Female.

- 12.25. In column 9 candidates should write relevant indicated code of their religion for example if candidate belongs to Muslim religion he/she should write 2 in the prescribed column.
- 12.26. Candidates belonging to OBC/SC/ST communities should write appropriate code of their community in column 10. They should produce a community certificate in the format given in Annexure – 6 of this Notification. Candidates belonging to OBC community should produce a community certificate in the format given in Annexure - 7 of this notification. In addition the OBC candidates should enclose self-declaration of non-creamy layer status in the proforma given in Annexure - 8.
- 12.27. For age relaxation under any of the category mentioned in para 1.2 above, write the appropriate code in column 11 of application form.
- 12.28. In column 12,13, and 14 specific details as required may be mentioned.
- 12.29. The Candidates should copy the declaration at column No.15 of the application form in his/her own running handwriting. Otherwise their applications will be rejected.
- 12.30. The candidates should put their left hand thumb impression in printer ink only (black/blue) at the designated box in the application form. The thumb impression must be clear and complete. Applications without left hand thumb impression/with smudged will be summarily rejected.
- 12.31. In the prescribed space (at right bottom) of application, candidate must put his/her signature in full in running script (NOT CAPITAL) in English and Hindi. Signature of the applicant must be specific so that it may not be copied easily. Signature in capital letters or open letters will not be accepted and the application having such type of signature will be rejected summarily.
- 12.32. Candidates who have already been debarred for life from appearing in all the examinations conducted by the Railway Recruitment Boards/Railway Recruitment Cells or those who have been debarred for a specified period which is yet to be over are not eligible to apply.

6. ONLY ONE APPLICATION: Each candidate should send only one application.

7. MODE OF SELECTION:

- 7.1 The recruitment procedure consists of Written Examination followed by Physical Efficiency Test (PET).
- 7.2 Candidates who fulfill the eligibility conditions will be called for Written Examination. Admit card indicating date, time and venue will be sent to all the eligible candidates.
- 7.3 Written Examination: Written Examination will consist of 100 objective type multiple choice question paper based on 10th class standard to assess the General Knowledge, Awareness, Mathematics, Reasoning etc.
- 7.4 The question paper will be printed in Hindi, English, Punjabi & Urdu only.
- 7.5 Negative Marking: There will be negative marking for marking wrong answers. 1/3 mark will be deducted for each wrong answer.
- 7.6 Only those candidates who qualify in the Written Examination will be called for Physical Efficiency Test (PET). Candidates to the extent of three times the number of vacancies in order of merit out of those who have obtained the prescribed minimum pass marks in the written examination will be called for being subjected to PET as per standard mentioned below. A separate admit card indicating date, time & venue will be sent to qualified candidates for PET.
- 7.7 Physical Efficiency Test (PET): Passing the Physical Efficiency Test (PET) is mandatory and the same will be qualifying in nature. The criterion for the PET is as under:-

Male candidates	Female candidates
Should be able to run for a distance of 1000 meters in 4 minutes 15 seconds in one chance.	Should be able to run for a distance of 400 meters in 3 minutes 10 seconds in one chance.

- 7.8 The persons with disabilities are Exempted from appearing in PET.
- 7.9 The candidates will be called for the verification of the original certificates based on basis of merit of the written examination and qualifying PET. The Candidate may note that mere during qualifying in written examination and PET does not entitle them for appointment in Railways.
- 7.10 Only those candidates who submit the original Certificates/documents during Document Verification in support of their eligibility will be directed for Medical Examination.
- 7.11 The final recruitment panel will be strictly based on merit position obtained in written examination.

8. GENERAL CONDITIONS:

- 8.1 Candidates before applying should carefully read the instructions and ensure that he/she fulfills all eligibility conditions at the time of submission of applications.
- 8.2 Number of vacancies shown in this notification is provisional. Vacancies displayed are liable to be increase or decrease as per administrative requirement.
- 8.3 Selected candidates are liable to be posted anywhere on Northern Railway in Administrative exigencies.
- 8.4 Emoluments on initial appointment will be at minimum of the Pay Band + Grade Pay + Other allowances as admissible.
- 8.5 Mere selection and empanelment does not confer any right of appointment to the candidates.
- 8.6 Admission of the candidate at all stages of recruitment will be purely provisional subject to satisfying the prescribed eligibility conditions.
- 8.7 Railway Recruitment Cell reserves the right to alter the modus of examinations or conduct re-PET/re-examination or cancel part or whole of any process of recruitment at any stage without assigning any reason.
- 8.8 Under any circumstances no damage/loss or re-fund of examination fee will be made.
- 8.9 Medical Examination: The candidates recommended for appointment will have to pass the requisite medical fitness test(s) conducted by the Railway Administration to ensure that the candidates are medically fit to carry out the duties connected with the post. Only those candidates who are medically fit would be offered appointment.

9. Enclosures to the Application:

Candidates should enclose self-attested photocopies of the relevant certificates as mentioned below. Original certificates should not be enclosed.

- 9.1 Fee Payment Challan for deposition of fee or IPO.
- 9.2 Certificates in proof of the Date of Birth. Only 10th class or school leaving certificate will be accepted.
- 9.3 Certificates in proof of educational/technical qualifications from a authorized/approved Board/Institute.
- 9.4 Community certificates for candidates belonging to SC/ST/OBC communities on prescribed format and issued by the appropriate authority strictly as per Annexure VI for SC/ST and Annexure VII & VIII for OBC.
- 9.5 Physical Disability Certificate on Annexure IV for candidates applying against PWD/PH quota.
- 9.6 Income certificate for economically OBC candidates availing fee concession on annexure III.
- 9.7 Self-declaration on Annexure II for candidates belonging to minority communities availing fee concession.

10. INVALID APPLICATIONS:

Candidates are requested to read all instructions thoroughly before sending their applications. Otherwise their applications are likely to be rejected on one or more of the following reasons:

- 10.1 Applications received before/after the closing date & time of employment notification.
- 10.2 Fee Payment Challan OR IPO deposited/issued before the date of notification or after closing date of employment notice will not be accepted and such application form will be rejected and amount forfeited.
- 10.3 Applications not in the prescribed format or which are incomplete/illegible in any manner.
- 10.4 Candidates not in possession of the required educational qualifications on the date of applying or are underage/overage as on 01.01.2014.
- 10.5 Applications without photo/latest photo not being affixed.
- 10.6 Applications without the declaration being re-produced by the candidates in the application.
- 10.7 Applications without signature or with signatures in capital letters or with different signatures at different places.
- 10.8 Left hand thumb impression not affixed or is blurred/smudged.
- 10.9 Copies of required enclosures as mentioned in para 7 not enclosed.
- 10.10 More than one application submitted in single envelope.
- 10.11 Applications, which are not addressed to the Assistant Personnel Officer (RRC), Railway Recruitment Cell, Northern Railway, Lajpat Nagar-I, New Delhi - 110024.
- 10.12 Applications which are filled in a language other than Hindi/English.
- 10.13 Identification marks column not filled up in application form.
- 10.14 Candidates name figuring in debarred list.

11. MISCONDUCT:

- 11.1 Candidates are warned that they should not furnish any particulars that are false or suppress any material information while filling up Application Form.
- 11.2 Candidates shall not bring or attempt to bring any political or other influence to further his/her interest in respect of recruitment.
- 11.3 Misconduct on the part of the candidate at any part of the recruitment process is strictly prohibited.
- 11.4 Indulgence in the above practices will result in the rejection of the candidature at any time.
- 11.5 Action as deemed fit necessary including criminal action will be taken by the RRC against candidates found guilty of submitting fabricated/ forged/tampered certificates, using unfair means during written examination or PET, misbehavior at venues of written exam centres or where PET is conducted etc.

12 ABBREVIATIONS USED:

SC–Scheduled Caste; ST-Scheduled Tribe; OBC-Other Backward Classes; UR-Un-reserved; PWD - Person with Disabilities, W – Workshops.

13 Note:

Copy of the Employment notification, Application Format, Annexures can be downloaded from the website of Northern Railway www.rrcnr.org

15 RAILWAY RECRUITMENT CELL'S DECISION FINAL :

The decision of RRC-NR in all matters relating to eligibility, acceptance or rejection of the applications, issue of free rail passes, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centre, allotment of posts/places to selected candidates and all other matters related with conduct of recruitment process will be final and binding on the candidates, and no enquiry or correspondence will be entertained in this connection.

IMPORTANT: Railway Recruitment Cell, Western Railway have not appointed any agents or coaching centers for acting on its behalf. Candidates are warned against any such claims being made by persons/agencies. OMR answer sheets shall be used for the written examination, and computer evaluation shall be resorted to. Candidates are selected purely as per merit. PLEASE BEWARE OF UNSCRUPULOUS ELEMENTS AND DO NOT FALL IN THEIR TRAP.

16 CAUTION

Beware of Touts and job racketeers trying to deceive you by false promises of securing job in Railways either through influence or by use of unfair or unethical means. Candidates will be selected purely as per merit. Please beware of unscrupulous elements and do not fall in their trap.

Assistant Personnel Officer/RRC
Railway Recruitment Cell / Northern Railway

