



## SOUTH CENTRAL RAILWAY

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Employment Notice No. SCR/P-HQ/128/S&G/2019-20

Dt. 12.10.2019

Closing date : 11.11.2019

For residents of Assam, Meghalaya, Manipur, Arunachal Pradesh, Mizoram, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahoul & Spiti districts, Panji sub-division of Himachal Pradesh and Andaman & Nicobar, Lakshadweep Islands: Closing date : 11.11.2019

### NOTIFICATION

RECRUITMENT AGAINST SCOUTS & GUIDES QUOTA IN SOUTH CENTRAL RAILWAY FOR THE YEAR 2019-20

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Closing Date and Time of receipt of Applications.	11.11.2019	at 17.00 Hrs.
Closing Date & Time of receipt of applications for candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Jammu and Kashmir, Lahoul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands, Lakshadweep etc	26.11.2019	at 17.00 Hrs.

(Note: Applications received after Closing Date and time shall not be entertained.)

1. The South Central Railway invites applications from the citizens of India in the prescribed format in Annexure 'A' for filling up 14 posts against Scouts & Guides quota for the year 2019-20. The posts are open to all regardless of Community (UR, SC, ST & OBC).

#### Details of posts to be filled in:

S. No	Post	Scale of Pay	No of posts	Distribution of Posts
01	Group 'C'	Level - 2 (7th CPC) G P Rs.1900/-(6th CPC)	02 ( Two )	Over South Central Railway
02	Erstwhile Group 'D'	Level - 1 (7th CPC) G P Rs.1800/-(6th CPC)	12 (Twelve)	02 post each for Secunderabad Hyderabad, Vijayawada, Guntur, Guntakal & Nanded Division

Note: A candidate should apply separately for Level -1 and Level -2.

#### 2. ESSENTIAL QUALIFICATION:

##### (a) Minimum Educational Qualifications:

S. No	Post	Distribution of Posts
01	Level - 2 (7th CPC) G P Rs.1900/-(6th CPC)	i) 10th or SSC or its equivalent with ITI Passed (in trades approved by NCVT or equivalent from the recognized educational board) OR ii) 12th (+ 2 stage) or its equivalent examination with not less than 50% marks in the aggregate from a recognised Board. 50% marks are not required for SC/ST/Ex-servicemen or where the candidates possess higher qualification i.e. Graduation/Post Graduation etc from a Recognised University.
02	Level -1 (7th CPC) Erstwhile Group 'D' in G P Rs.1800/-(6th CPC)	(I) 10th pass plus National Apprenticeship Certificate (NAC) granted by NCVT or 10th Pass plus ITI for appointment in Civil Engineering, Mechanical, Electrical, S&T and Catering departments. OR (II) 10th pass or ITI or equivalent or National Apprenticeship Certificate (NAC) granted by NCVT, for appointment in other departments

(b) Scouts and Guides Qualifications: (For Pay Band Rs Level-2 & Level-1, both)

- A President Scout/Guide/Rover/Ranger OR Himalayan Wood Badge (HWB) holder in any Section.
- Should have been an active member of a Scouts Organization for the last 5 (Five) years i.e. 2014-15 onwards. The Certificate of Activeness should be as per the Annexure 'B' enclosed and
- Should have attended two events at National Level OR All Indian Railways' level and Two events at State level.

#### 3. AGE LIMIT: (As on 01/01/2020)

Posts/Categories	UR	OBC	SC/ST
Group 'C' posts Level -2 (7th CPC)	18 to 30 years	18 to 33 years	18 to 35 years
Erstwhile Group 'D' posts Level - 1 (7th CPC)	18 to 33 years	18 to 36 years	18 to 38 years

#### Extent of Age Relaxation:

- Serving Railway employees who have put in a minimum 03 years continuous service will be given relaxation of age, subject to the age limit of **40 years for UR, 43 years for OBC and 45 years for SC/ST.**
- The staff of Quasi-Administrative offices of the Railway Organization, such as Railway Canteens, Co-operative Societies and Institutes: The relaxation in upper age limits will be up to the length of the service rendered subject to **maximum 05 years.** They shall submit their applications with **Service Certificate**, mentioning the period of service rendered by them, duly issued by their **Controlling Officer**, along with other relevant documents.
- Widows/Divorcee Women/Women judicially separated but not remarried: **UR- up to 35 years, OBC up to 38 years, SC/ST- up to 40 years.**
- Persons with Disability:
  - For Group 'C' posts: UR- 40 years, OBC- 43 years and SC/ST- 45 years.

(ii) For erstwhile group 'D' posts: **UR- 43 years, OBC- 46 years and SC/ST- 48 years.**

- Persons who had ordinarily domiciled in the state of Jammu & Kashmir during the period from 01/01/1981 to 31/12/1990: **Relaxation upto 05 years.**
- Ex-Servicemen candidate: Relaxation of age will be to the extent of service rendered by them in Defence Service plus 3 years provided they have put in a minimum of 06 months service after attestation and up to the age of 40 years for reservists not employed in Government Service.

#### 4. EXAMINATION FEE:

- The examination fee for Unreserved and OBC candidates is Rs.500/- (Five hundred only) and For candidates belonging to SC/ST, Ex-Servicemen, Persons with disabilities (PWDs), women, minorities and economically backward classes is Rs 250/- (Two hundred and fifty only). The examination fee should be paid in the form of Indian Postal Order (IPO) from any Post Office/Demand Draft from any Nationalized bank, drawn in favour of and payable at Hyderabad/Secunderabad as follows.  
**FA & CAO, South Central Railway, Secunderabad**

- Remittance of examination fee in any other form except Indian Postal Order/Demand Draft will not be accepted.
- IPOs/DD issued before the date of issue of Employment notice OR after the closing date will not be accepted and the application will be rejected.
- The particulars of Indian Postal Order/DD submitted as examination fee should also be indicated at the prescribed place in the application form.
- Candidates must write their name, full address at the space provided in the Indian Postal Order.

#### 5 FEE REFUNDABLE :

- An amount of Rs 400/- will be refundable to UR and OBC, Rs 250/ to SC/ST, Ex-Servicemen, Persons with disabilities (PWDs), women, minorities and economically backward classes. The refund is restricted to only those eligible candidates who have appeared in the written examination.

#### 6. HOW TO APPLY:

Candidates should carefully read all the instructions given in the Employment Notification before filling the application form. Application form in Annexure 'A' shall be submitted on A-4 sized good quality paper. The application should be in English/Hindi language, filled by the applicant in his/her own handwriting in English/Hindi language only. The applications submitted in other than English/Hindi languages will be **rejected summarily.** The applications should be signed in Running Letter. The applications signed in CAPITAL letters shall be rejected summarily. The candidate has to **affix his/her recent passport sized colour photograph** on the application in the space provided for the purpose, duly cross signed by him/her i.e. **partially on the photograph and partially on the application.** Serving government employees should send their application through proper channel, duly forwarded by their **Controlling Officials.** The last date will not be extended on account of delay in transmission of the application by the concerned office. However an advance copy of the application can also be submitted. (Detailed

**Notification and Application form in Annexure 'A' can be downloaded from SCR website: www.scr.indianrailways.gov.in**

#### 7. WHOM TO APPLY:

The application should be sent by **Ordinary Post** or dropped in the **Box kept in the office** for this purpose, as mentioned below. The cover containing the application must be super-scribed "**Application for Scouts and Guides Quota, 2019-20 (Group 'C' OR erstwhile Group 'D')**" for which the candidate is applying. Application complete in all respects should be sent in a cover addressed as follows:

**Senior Personnel Officer (Engg. & Rectt.), Office of Principal Chief Personnel Officer, 4th floor, Rail Nilayam, South Central Railway, Secunderabad, 500 025 Telangana.**

NB : Box will be kept in front of Room No: 412, 4th floor Rail Nilayam, Secunderabad only on working days from 10.00 am to 17.00 Hrs during the period from 12.10.2019 to 11.11.2019

#### 8. RECRUITMENT PROCESS:

The candidates, who apply in response to the Notification and are found eligible for consideration for appointment against Scouts and Guides Quota, shall be assessed on the basis of following criteria:

(A)	Written Test	60 Marks
	The Written Test will consist of 40 Objective Questions (40 marks) & 1 Essay Type Question (20 marks) relating to Scouts and Guides Organisation and its activities and General Knowledge as per syllabus given under Para -9 below	
(B)	Marks on Certificates	40 Marks
	(i) Participation/Service rendered in National Events/National Jamboree (including All Indian Railway Events) : • First Two certificates (i.e. minimum eligibility qualification) • One additional event • Two or more additional events	10 Marks NIL 07 Marks 10 Marks
	(ii) Participation/Service rendered in State Events/Rallies • First Two certificates (i.e. minimum eligibility qualification ) • One additional event • Two or more additional events	10 Marks NIL 07 Marks 10 Marks
	(iii) Specialized Scout/Guides course organised at National /State/All Indian Railways level: • One course • Two or more Courses	10 Marks 07 Marks 10 Marks
	(iv) Participation in District Rallies : • One certificate: • Two certificates • Three certificates	10 Marks NIL 07 Marks 10 Marks
		100 Marks

#### 9. SYLLABUS OF WRITTEN TEST (For Level -2 and Level -1 - both)

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 & 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; Handicrafts; Indian Railway Jamboree; National Jamboree; Jamboree on the Air. Organization at National Level; National Training Centres, WAGGGS/WOSM – Uprashtrapati Award Competition; Prime

Continued

Minister Shield Competition; Community Development Programmes; Aims and Methods of Scouting; How Scouting is useful in producing better citizens?

**10. GENERAL CONDITIONS:**

- i) The candidates 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.
- ii) The decision of the Railway Administration in all matters relating to eligibility, acceptance or rejection of the application, penalty for false information, and mode of selection shall be final and binding on the candidates.
- iii) Candidates recommended for appointment will have to pass the requisite **Medical Fitness Test**, as per the standards prescribed for the selected post.
- iv) Canvassing in any form shall disqualify the candidate.
- v) Candidates are required to obtain caste certificates in the proper Proforma from the appropriate authority and produce the original certificate at the time of verification, failing which he/she may be disqualified. 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). As large number of candidates is producing certificates issued by authority different from appropriate authority, they are advised to strictly comply with the instructions.
- vi) 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 Government format issued on or after 01/01/2015 by the Competent Authority** to get the benefit of age relaxation. Certificates should contain **Religion, Caste, Date of Issue** etc and bear the Seal of the Issuing Authority
- vii) Before applying to the post, candidate should ensure that he/she fulfils the all eligibility conditions prescribed in the Notification and he/she is required to enclose all necessary documents along with his/her application. No subsequent document shall be entertained at the further stage of recruitment and reserves rights to reject any application, not fulfilling the eligibility condition/conditions, at any stage of recruitment.
- viii) No TA/DA/Accommodation will be provided; candidate may have to stay for 2-3 days during selection for which he/she has to make his/her own arrangements.
- ix) The successful candidates will be posted at the discretion of the Competent Authority anywhere on the South Central Railway subject to availability of vacancies and they cannot seek transfer outside of the South Central Railway for the period of 05 years.

**11. ENCLOSURES:**

The following enclosures should be firmly attached along with the application form. **(If the certificates are in a language other than English/Hindi, translation in English/Hindi should also be enclosed, duly attested by a Gazetted Officer)**

- (a) Self attested Copy of Certificate in proof of Age, Academic Qualification and Certificate of Activeness.
- (b) Self attested Copy of Certificate in proof of Scouts & Guides Qualification.
- (c) Self attested Copy of latest Caste Certificate issued by the Competent Authority by the candidates of SC/ST Community in Annexure 'C'.
- (d) Self Attested Copy of OBC Non- Creamy-Layer Certificate in Central Government format issued on or after 01/01/2014 by the Competent Authority by the candidates of OBC Community in Annexure 'D'.
- (e) Self attested Copy of Discharge Certificate by an Ex-serviceman.
- (f) Self attested Copy of necessary proof for claiming age relaxation.
- (g) Crossed Indian Postal Order(s)/DD as indicated at Para No.4.
- (h) Minority affidavit, if candidate belongs to minority community.
- (i) The order of the certificates while enclosing should be as follows:

(a) Proof of Date of Birth, (b) Educational Qualifications, (c) Scouts & guides qualification –Minimum requisite certificates for eligibility, (d) National Events, State events, specialized courses & District Rallies.

**12. INVALID APPLICATIONS:**

Applications with the following lacunae and irregularities will be summarily rejected:

- i. Applications which are **incomplete/unsigned/signed in CAPITAL letters/not in the prescribed format./without LHTI/smudged LHTI.**
- ii. Applications which are not in English/Hindi language.
- iii. Applications without cross signature by the candidate on the affixed photo on the application and without self attested copies of all certificates/documents i.e. in proof of Age, Educational and Scouts and Guides Qualification, Community etc as enclosures.
- iv. Applications without translated copies of certificates (if not in English OR Hindi.), duly attested by a Gazetted Officer.
- v. Applications without examination fee and without proper details of Indian Postal Order (IPO)/DD Number and Date filled in the application, wherever applicable.
- vi. Applications received after closing date.
- vii. Applications without addressing to the concerned Office/Officer as indicated at Para 7.
- viii. Applications without Annexure 'B' with proper certification.
- ix. Any other form of irregularities found.
- x. Declaration given in Annexure 'A' not filled by the candidate in his/her own handwriting.

**13 OTHER MATTERS:**

- I. If there is any change in the address, the candidate in his own interest should arrange with the Post Office concerned for redirection of the communication from **old to new address.**
- II. The decision of the Railway Administration in all matters relating to eligibility, acceptance, rejection of the applications, issue of free passes, penalty for false information, mode of selection, conduct of **Written Test**, allotment of posts to selected candidates, etc. will be final and binding on the candidates and no enquiry or correspondence in this regard will be entertained by the Railway Administration.
- III. The selection of the candidate by the Railway Administration does not confer any prescriptive right on the candidate for the post.
- IV. The Railway Administration is not responsible for any postal delay or wrong delivery.
- V. The Railway administration reserves rights to rectify inadvertent error or omission at any stage of recruitment and an erroneously appointed candidate shall liable to be summarily removed from Railway Service.

**14 LEGAL MATTERS:**

Any legal matter arising out of this Employment Notice shall fall within the legal jurisdiction of Central Administrative Tribunal, Hyderabad only.

**15 IMPORTANT ADVISORY:**

South Central Railway has not appointed any Agents or Coaching Centres for action on its behalf. Candidates are warned against any such claims being made by Persons/Agencies.

Dy.Chief Personnel Office (A& R)  
South Central Railway  
Secunderabad

**SOUTH CENTRAL RAILWAY**  
Application for Recruitment against Open  
Advertisement  
Scouts and Guides Quota 2019-20  
Employment Notice No. SCR/P-  
HQ/128/S&G/2019-20

**Annexure - I**

Date: 12.10.2019

Affix self  
attested recent  
Passport size  
Colour  
photograph

To,  
Senior Personnel Officer/Engg. & Recruitment,  
Office of Principal Chief Personnel Officer, 4th  
Floor, Rail Nilayam, South Central Railway,  
Secunderabad. 500 025

1	Applied for Level -1 <b>OR</b> Level - 2 (Only one level should be mentioned)						
2	Preference for division in order of priority in number for the posts in GP Rs. 1800/- only (for example : 1,5,3,2,4). However, Calling for preference for division does not confer upon any right to be posted in that division.	SC	HYP	BZA	GNT	GTL	NED
3	Name in full (In <b>CAPTIAL</b> Letters) (First Name/Middle Name/Surname)						
4	Father's /Husband's Name (In <b>CAPTIAL</b> Letters)						
5	Nationality ( <b>Only Indian</b> )						
6	Date of Birth (for example : 07-03-2010)	DAY	MONTH	YEAR			
7	Educational Qualification [ Refer to Para 2 (a) of Notification ]						
8	Certificates in <b>Scouts and Guides</b> [ Refer to Para 2 (b) of Notification ]						
9	Community ( <b>UR/SC/ST/OBC</b> )						
10	Present Postal Address [for communication] (In <b>CAPTIAL</b> letters)						
	State and Pin Code						
	Contact Number (Mobile or Landline)						
	Email address						
11	Nearest Railway Station (In <b>CAPTIAL</b> letters)						
12	IPO/DD No., Date & Amount						
13	List of Documents to be enclosed : Please Tick mark in column Yes <b>OR</b> No	YES		Tick		No	
	1) Crossed IPO/DD.	{ }		{ }		{ }	
	2) Proof of Date of Birth	{ }		{ }		{ }	
	3) Proof of Educational Qualification	{ }		{ }		{ }	
	4) Certificates in <b>Scouts and Guides</b>	{ }		{ }		{ }	
	5) Other Documents, if required	{ }		{ }		{ }	
	6) Annexure 'B' of the Notification	{ }		{ }		{ }	
	7) Annexure 'C' of the Notification	{ }		{ }		{ }	
	8) Annexure 'D' of the Notification	{ }		{ }		{ }	

Note:- Contact No. & Email ID is mandatory

**DECLARATION:** (Write in your own handwriting the passage given below in the box given) I, hereby, declare that all the details given above in my application are true and correct to the best of my knowledge and belief. I am aware that in the event of any information being found false or incorrect or myself being found not eligible in terms of eligibility criteria, my candidature/appointment is liable to be cancelled/terminated without any notice.

Place :  
Date : / /2019

LEFT HAND Thumb Impression  
(Must be clear & not smudged)

Signature of the Candidate  
(Do not sign in CAPITAL letters)

**ANNEXURE "B"**

Certificate No: .....

**CERTIFICATE OF ACTIVENESS**

This is to certify that Shri/Ms \_\_\_\_\_ of \_\_\_\_\_ State/District/Division is an active member of \_\_\_\_\_ Group from \_\_\_\_\_ to till date (the period must be inclusive of the financial year 2013-14), duly registered with the State/District Association.

Date:  
Seal and Office Stamp

Signature	Signature	Signature
Name:	Name:	Name:
Group Leader (S&G)	DOC (S&G)	DOC (S&G)

**Annexure 'C'****FORM OF CASTE CERTIFICATE FOR SC/ST CANDIDATES**

The format of the certificate to be produced by Scheduled Castes or Scheduled Tribes candidates applying for appointment to posts under the Government of India.

1. This is to certify that Shri/Smt/Kum\* ..... Son/Daughter\* of Shri/Smt ..... of village /town\* .....

..... District/Division\* ..... of state/Union Territory\* ..... belongs to the .....

Caste/Tribe\* which is recognized as Scheduled Caste/Schedule Tribe\* under:

The Constitution (Scheduled Castes/Scheduled Tribes) order, 1950

The Constitution (Scheduled Castes/ Scheduled Tribes) (Union Territories) order, 1951 [ as amended by the Schedule Castes and Scheduled Tribes Lists (Modification) Order, 1956, the Bombay Reorganisation Act 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Area (Reorganisation) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976 ].

The Constitution (Jammu & Kashmir) Scheduled Castes 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 Tribes (Uttar Pradesh) 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 Castes 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) Act, 1991@

The Constitution (ST) orders (Second Amendment) Act, 1991@ The Constitution (ST) orders (Amendment) Ordinance 1996

%2. Application in the case of Scheduled Caste/Scheduled Tribe Persons who have migrated from one State/Union Territory Administration

This certificate is issued on the basis of Scheduled Caste/Scheduled Tribe certificate issued to Shri/Smt/\*

	Father/Mothe	of	Shri	/Smt./Kum*
	village /town*			District/Division

..... of state/Union Territory\* ..... who belongs to the

..... Caste/Tribe\* which is recognized as a Scheduled Caste/Scheduled Tribe in State/Union Territory\* issued by the ..... dated

..... %3. Shri/Smt/Kum\* ..... and/ or his/her \* family, ordinarily reside(s) in village/town\* .....

of ..... District/ Division\* of the State/Union Territory\* of

.....

Signature .....  
Designation .....  
(With seal of office)

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 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 :

i. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Dy. Collector/1st Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.

ii. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

iii. Revenue Officers not below the rank of Tehsildar.

iv. Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

**Note:** ST candidates belonging to Tamilnadu state should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

**Annexure 'D'**

The format of the certificate to be produced by OTHER BACKWARD CLASSES (OBC) applying for appointment to posts under the Government of India.

This is to certify that Shri/Smt/Kum\* ..... Son/Daughter\* of Shri/Smt ..... of village

/town\* .....

..... District /Division in ..... State/Union Territory..... belongs to

the.....community which is recognized as a backward class under the Government of India, Ministry of Social Justice and Empowerments Resolution

No..... Dt.....

Shri/Smt/Kum\* ..... and /or his/her \* family ordinarily reside(s) in the

..... District of the ..... State/Union Territory.. 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 & Training OM No.36012/22/93- Estt (SCT) dated 8/9/1993\*\*

District Magistrate/

Dy. Commissioner Etc. (With seal of office)

Place .....

Date .....

Seal.....

\*The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

\*\* As amended from time to time.

**Note :** The term Ordinarily used here will have the same meaning as in Section 20 of the Representation of the People Act 1950.