



Government of India
Ministry of Railways
South Central Railway: Vijayawada Division

Divisional Railway Manager's Office(Personnel Branch)Vijayawada-520001	
No. B/P.608/VI/4/Shg.Master Gr.II/Vol.IV.	Dt: 16.10.2025.

All the Supervisory Official Concerned
Operating Department
Vijayawada Division

NOTIFICATION

Sub:- Filling up the vacancies of Shunting Master Gr.II in Level-4 of 7th CPC against 100% Promotional Quota of Operating Department in Vijayawada Division- Reg.
Ref: -PCPO/SC'SC No.SCR/P-HQ/226/SEL/2025 dated.07.10.25.

1. It is proposed to conduct a General Selection for 10 (Ten) vacancies (SC-02, ST-Nil,UR-08) of Shunting Master Gr.II in Level-4 of 7th CPC pay matrix against 100% Promotional Quota in Operating Department of BZA Division by calling applications from the eligible volunteers having the eligibility conditions.
2. **Eligibility and Service conditions of Staff:** Applications are hereby invited from the employees in the categories of Cabinmen/Pointsmen of Operating department, working in level-2 of pay matrix, having a minimum of three years regular Service as on 16.10.2025 i.e., date of issue of notification who are eligible to apply for the selection to the post of Shunting Master Gr.II in Level-4.

(i) In terms of Railway Board's Lr.No.E(NG)/I/2005/PMI/52 dated 22.08.2006 circulated under PCPO/SC's S.C.No.131/2006, the cut-off date for determining the eligibility of staff should be the date of issue of notification. As such the volunteering employees should stand fulfill the service conditions as on the date of notification i.e., 16.10.2025.
3. **Mode of Selection:** The eligible candidates will have to appear for a selection which will be on the basis of Professional ability test. The test shall be adjudged by CBT (Computer Based Test as per RBE No.47/2025 communicated as PCPO/SC's SC No.73/2025) followed by scrutiny of Service Records. The candidate has to obtain a minimum of 60% marks in professional ability in Computer Based Test for being considered for further selection process of scrutiny of service records. The post of Shunting Master Gr.II is being classified as "Safety category post". There is no relaxation in qualifying marks to employees belonging to the category of SC/ST and hence they are also required to secure 60 % marks in the written examination.
4. **Syllabus:** The syllabus for the written examination is enclosed as **Annexure-B**.
5. **Medical Examination:** The Employees who qualified in the written examination should undergo medical examination in AYE- TWO (A-II) classification. The employees who found fit in AYE - TWO (A-II) medical classification will only be considered for further process of scrutiny of Service Records.

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16/10/2025

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6. Procedure for examination: In terms of Rly.Bds letter No. E(NG)/2018/PM1/4 dated 14.12.2018 (RBE No.196/2018) circulated under PCPO/SC's S.C.No. 212/2018, the question paper will be 100% objective type and of multiple choice only and 10% of the total marks will be from Official language policy (Optional). The test will be conducted on Computer/Tablet. The first 100 attempted questions will be evaluated.

In terms of Rly.Bds letter No. E(NG)/2018/PM1/4 dated 14.12.2018 (RBE No.194/2019) circulated under PCPO/SC's SC No.159/2019, there will be negative marking @ 1/3 mark for a wrong answer as it is a general selection. In terms of RBE No.97/2019, the duration of written examination will be 120 minutes and give the correct answers on Computer/Tablet provided to them. Candidates may choose either English or Hindi for the test.

7. Pre-Selection Coaching: There will be pre-selection coaching to SC/ST employees for a period of 3 to 4 weeks covering all the syllabus and after completion of the training, a certificate has to be given by the Controlling Officer that all the SC/ST employees have been imparted pre-selection coaching covering all the syllabus. In case any employee expressed given his unwillingness for pre-selection coaching, a written declaration to that effect may be forwarded to this office.

8. Question Bank: In terms of Railway Board's Lr.No.E(NG)/2006/PM1/34 dated 06.11.2006 circulated under PCPO/SC's SC No. 196/2006, updated question banks covering the complete syllabus is provided by the Controlling Office and the same is uploaded along with Syllabus and Notification on SCR website scr.indianrailways.gov.in ->AboutUs->Divisions->Vijayawada->Personnel. It is further advised that there will not be any mandatory limit of questions from question bank. It is the duty of the eligible employees to download the question bank and postponement of selection due to non-circulation of question bank will not be accepted. The Controlling Officers/Supervisor Officials has to ensure that the question bank is circulated to all the eligible staff.

9. Date of Examination: The date, venue and time of examination will be intimated separately. There will be no supplementary examination to the absentees in the main examination since the selection is by calling volunteers. The employees will have the option to attempt examination either in Hindi/English.

10. Procedure of drawl of Panel: The final Panel shall be drawn in order of merit based on aggregate marks of professional ability and Record of Service. However, a candidate must secure a minimum of 60% marks in the professional ability and 60% marks in the aggregate for being placed on the panel and final empanelment is subject to the availability of vacancies. There is no provision of classification of 'Outstanding' in respect of employees who secure 80% and above in the selection.

11. Notifying to the staff: In terms of Railway Board's Lr.No. E(NG)-72/PM1/166, dated 26.06.72 circulated under CPO/SC 's SC No.213/72, the Senior Subordinate /Supervisor concerned has to furnish a certificate that 'the eligible candidates were duly notified of holding of the test and asked to submit their applications duly giving their willingness' and forward the same to Sr.DPO/BZA. It should be the personal responsibility of the Senior Subordinate/Supervisor to complete the formality in this respect. It is further advised that any other communication received in respect of the selection should invariably be intimated to all the eligible employees. In case of non-receipt of any other communication the same may be obtained from the Personnel Department or from the Controlling Officer. Any laxity in this regard will be viewed seriously. The above notification may be circulated to all the concerned.

12. Mandatory Training: The empanelled employees have to undergo mandatory training successfully for being considered for the promotion. The staff selected and promoted as Shunting Master Gr.II will have to seek further promotion as per avenue prescribed to Shunting Master Gr.I and no request for repatriation to their parent category will be entertained under any circumstances.

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16/10/2025

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- 13) **How to apply:** i) The employees should submit their applications in the prescribed format through proper channel enclosed as Annexure-A.
- ii) The employees should fill up the application form in their own hand writing with blue or black ball point pen only.
- iii) Employees should paste the recent passport photograph on the application which shall be attested by the concerned Supervisor along with the stamp.
- iv) The willing and eligible volunteers have to submit their applications duly filling all columns with date in prescribed proforma enclosed as "Annexure A" to their respective Senior Subordinates/Supervisor Officials on or before **27/10/2025** who will forward the applications one bunch to the Controlling Officer (Sr.DOM/BZA) on or before **28/10/2025**.
- v) The Controlling Officer has to forward all the applications in one bunch to Sr.DPO/BZA office together with DAR/SPE/Vig. clearance on or before 27.10.25. The applications which are incomplete or received after the last date or without forwarding from Supervisory Official/Controlling Officer will not be considered and no correspondence in this regard will be entertained.
- vi) Applicants should enclose attested Photostat copies of certificated as proof of their Educational Qualifications, Date of Birth and Community along with their applications; otherwise, their applications are liable for rejection. The Education Qualifications which were perused during service need prior/post facto sanction of the Competent Authority for consideration and entry in the Service Register. Any individual application received in this office will be rejected with any notice to the candidates.


The notification itself is an alert notice for the purpose of examination for the eligible volunteers. The notification should be exhibited in the notice board and wide publicity may be given among the staff.

vii) The tentative schedule for the selection by CBT test (Computer Based Test) is given below:

1	Opening date for application	16.10.25
2	Closing date for application	28.10.25
3	Finalization and publication of eligible list	30.10.25
4	Pre-selection Training may be completed on or before	29.11.25
5	Tentative date for CBT examination	3 rd week of December

Note: If any of the above instructions were modified/alterd at a later date by the Railway Board or Head Quarters, the administration reserves right to amend the above noticed instructions to the extent to give the effect of the same.

Encl: Application at Annexure 'A'.
Syllabus at Annexure B'.


 (K SrinivasaRao) APO/T
 For Sr.Divisional Personnel Officer
 S.C.Rly., Vijyawada.

- C/- Secretary to PCPO/SC – For kind information of PCPO.
- C/- SDGM/Vig/SC – For kind information.
- C/- PS (GAZ) to DRM for kind information of DRM/BZA.
- C/- Steno to ADRM/Infra for kind information of ADRM/Infra.
- C/- Steno to Sr.DPO for kind information of Sr.DPO/BZA
- C/- Sr.DOM/BZA For kind inf. and necessary action.
- C/- All the Supervisory Officials (Optg. Depot) BZA Division and Ch.OS/Strategic wing for information and necessary action.
- C/- DS/S'SCRMU, SCRES, SC/ST, OBC Associations for kind information.

ANNEXURE-A

APPLICATION FOR THE POST OF SHUNTING MASTER GR.II IN LEVEL-4 OF 7th CPC PAY MATRIX AGAINST 100% PROMOTIONAL QUOTA IN OPERATING DEPARTMENT BZA DIVISION.

AFFIX LATEST
PASSPORT
PHOTOGRAPH
TO BE ATTESTED
BY IMMEDIATE
SUPERVISOR

Ref: Notification No. B/P.608/VI/4/Shunting Master Gr.II /Vol.IV. Dt: 16.10.2025.

Sl.No.	Description	Details					
01	Name of the Employee (In Block letters)						
02	Father's/Husband's Name						
03	P.F. No./HRMS ID						
04	Designation/Station/Level						
05	Date of Birth						
06	Date of entry into present grade						
07	Date of initial Appointment						
08	No. of years of regular Service as on 16.10.2025	Years _____ Months _____ Days _____					
09	Community (UR/SC/ST) (whether belongs to SC/ST attested copies of caste certificate to be enclosed)						
10	Educational qualifications (Certificate to be enclosed)						
11	Total Railway Service details from the date of initial appointment to date of notification	Post held	GP/Level	Department	From	To	Length of Service
12	Please specify whether any D&AR/Vig/SPE cases pending/undergoing						
13	Email ID						
14	Contact Mobile No.						

DECLARATION: I hereby declare that the above information furnished by me is correct and true to the best of my knowledge and belief. In the event of any information found false at a later date, I am aware that I will be taken up under D & A Rules.

Station:
Date:

Signature of the Employee

Forwarded to _____

Office Seal:

Date:

Signature of the Supervisory Official

(For Personnel Department use only)

Certified that the particulars furnished by the employee are true and found correct.

[Signature]
16/10/2025

Signature of the Cadre Clerk.

(Ref.No.B/P.608/VI/4/Shunting Master-II/Vol.IV dated,16.10.25,

SYLLABUS PRESCRIBED FOR THE WRITTEN EXAMINATION FOR SELECTION TO THE POST OF SHUNTING MASTER GR.II IN LEVEL-4 OF PAY MATRIX

TRANSPORTATION THEORY

- 1.Elementary idea of functioning of fixed signals including color light signals, detonating signal.
- 2.Hand signals- How made and used.
- 3.point, Tap indicators, derailing switch.
4. a) Shunting signals...Function types and placement.
b) Shunting permitted indicative.
5. Operations of points looking of points non-interlocked and interlocked stations facing, travelling, points, motor operated points.
- 6.Isolated and non-isolated lines methods of isolation and utility.
- 7.Pooled and non-pooled goods stock coaching stock (PVCs-OSVs)
- 8.Yard organization.
- 9.Kinds of goods trains-link, crack, through and shunting road vans, goods trains.
10. Reception and despatch of trains –line admission book, line label and line badges, breaking up/formation of trains.
- 11.Shunting of Vehicles and wagons
a) Control of shunting
b) Methods of shunting
c) precautions and speeds during shunting and responsibilities of persons authorized to supervise shuntings.
d)Issuing of shunting certificates,
e) Hump, loose, Fly Shunting.
- 12.Hump yard, Pull and push yard working use of kinds.
13. Securing of vehicles on running lines of siding.
14. Transports of ODCs precautions to be taken, before moving ODCs.
- 15.Movement of trains attaching of anti telescopic/steek bodies, coaches.
- 16.Marshalling of trains attaching of anti telescopic/steek bodies, coaches. wagons containing explosives and dangerous goods, dead engines, horse boxes or other wagons containing animals, trucks, or motor vans, wagons loaded with inflammable goods, tank-wagons etc., vehicles outside rear brake-van four wheeled or goods stock on passenger trains attaching of pipes vehicle etc.,
- 17.Inspection, carriages attachment to trains.
- 18.Unconnected, sick wagons.
19. Out of memo-important
- 20.Placement/removal memo.
- 21.Interlocking between points and signals non-interlocked modified non-interlocked
- 22.Disconnection memo working of trains when points are damaged disconnected controlling of movements use of hand signals by day hand signal lamp, banner flags and engineering hand signals.
- 23.Raj Bhasha:- The official languages Act, Rules and implementation of official language (Hindi) in Railways.

16/10/25 ***