



**SOUTH EAST CENTRAL RAILWAY
RAILWAY RECRUITMENT CELL
Headquarters Office, Personnel Department, Bilaspur (C.G.)**

ONLINE NOTIFICATION

Employment Notice No. P-HQ/RRC/762/2018-19

Centralized ONLINE Notification for Recruitment against Scouts & Guides Quota in SECR for the year 2018-19.

Date of issue: 03.11.2018

Closing date: 02.12.2018 at 23.59 Hrs.

ONLINE Applications are invited from the eligible and meritorious Scouts & Guides candidates for filling up of 02 (Two) posts in Pay Matrix Level-2; 7th. CPC and 06 (Six) posts in pay Matrix Level-1; 7th. CPC, against Scouts & Guides Quota-2018-19 over South East Central Railway.

1. DETAILS OF POSTS:

Sl.No	Posts	No. of posts	Distribution
1.	Group 'C' Level 2 (7 th .CPC)	02 (Two)	Over South East Central Railway.
2.	Erstwhile Group 'D'; Level-1 (7 th . CPC)	06 (Six)	02 posts each for Bilaspur, Raipur and Nagpur Divisions.

2. EDUCATIONAL QUALIFICATION: (MANDATORY)

Sl.	Post:	Educational Qualification:
1.	Group 'C' Level 2 (7 th . CPC)	<p>i) 12th (+2 stage) or its equivalent examination pass with not less than 50% marks from any recognized Board. [50% marks are not to be insisted upon in case of ST/SC/Ex-Serviceman and for candidates who possess higher qualifications such as Graduation/Post Graduation etc.</p> <p align="center">OR</p> <p>ii) Course Completed Act Apprentices / ITI pass. (in Trades approved by NCVT or SCVT) No other qualification including Diploma in Engineering will be accepted as an alternative qualification.</p>
2.	Erstwhile Group 'D' Level-1 (7 th CPC)	Minimum 10 th . pass or ITI or equivalent. OR 10 th . pass plus National Apprenticeship Certificate (NAC) granted by NCVT OR 10 th . or ITI.

[Candidates should possess the qualification at the time of applying.]

3. SCOUTING/GUIDING QUALIFICATIONS: (MANDATORY)

{The following Scouting & Guiding qualification will be applicable for both Level-2 (7th.CPC) and Level-1(7th.CPC)}}:}

Candidates should be:

- i) A President Scout/Guide/Rover/Ranger OR Himalayan Wood Badge (HWB) holder in any section.
- ii) Should have been an active member of Scouts Organization for the last 5 (five) years. No one can be a member of two State Associations at the same time or simultaneously. The 'Certificate of Activeness' should be as per Annexure-A; (Enclosed).

[The 'Certificate of Activeness' should bear the clear dated signatures and names of Group Leader, Distt. Organizing Commissioner (Scouts or Guides) and Distt. Commissioner/(Scouts or Guides). The 'Certificate of Activeness' without date or signature or names of any of the above authorities will be summarily rejected and candidature of the candidate will not be considered.]

- iii) Should have attended two events at National Level OR All Indian Railways Level.

- iv) Should have attended two events at State Level.

[Note: All the conditions from 3 (i) to 3(iv) are MANDATORY. Candidates having no Scout & Guide qualifications as at 3 above need not apply.]

4. AGE LIMITS:

4.1 FOR POSTS in Level-2 (7th.CPC):

Candidates should have attained age of 18 years and should not have completed 30 years as on **01.01.2019**. The upper age is relaxable by 03 years for candidates belonging to OBC communities and by 05 years for candidates belonging to SC/ST communities.

AGE LIMIT FOR POSTS IN LEVEL-2; 7th. CPC:

Age Group 18-30 yrs.	Lower Age: 01.01.2001 for all categories.	Upper Age:		
		UR	OBC	SC/ST
		02.01.1989	02.01.1986	02.01.1984

4.2 EXTENT OF AGE RELAXATION:

FOR POSTS in Level-1 (7th.CPC):

Candidates should have attained age of 18 years and should not have completed 33 years as on **01.01.2019**. The upper age is relaxable by 03 years for candidates belonging to OBC communities and by 05 years for candidates belonging to SC/ST communities.

AGE LIMIT FOR POSTS IN LEVEL-1; 7th. CPC:

Age Group 18-33 yrs.	Lower Age: 01.01.2001 for all categories.	Upper Age:		
		UR	OBC	SC/ST
		02.01.1986	02.01.1983	02.01.1981

4.2.1 EXTENT OF AGE RELAXATION:

		UR	OBC	SC/ST
4.2.1	Serving Railway employees who have put in three years of continuous service and substitutes who have put in three years of continuous service or three years in broken spells in the Railways.	40 years	43 years	45 years
4.2.2	Widow/Divorced women and women judicially separated but not remarried.	35 years	38 years	40 years
4.2.3	Persons who had ordinarily domiciled in the Kashmir Division of the State of Jammu and Kashmir during the period from 1 st January 1980 to 31 st December'1989 by 5 years.			
4.2.4	Staff of quasi Administrative Offices of Railway Organizations: Relaxation of age will be to the extent of 5 years (or) service rendered by them in such organizations whichever is less.			

4.2.5	Ex-servicemen candidates: Relaxation of age will be to the extent of service rendered by them in Defence services 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.				
4.2.6	Persons with Disability.	Level 2 (7 th .CPC)	40 years	43 years	45 years
		Level-1 (7 th . CPC)	43 years	46 years	48 years

Note: (i) Specific category and place of posting will be decided by the South East Central Railway Administration at the time of offering appointment to the selected candidates.

- (ii) The posts are open to all candidates. All the eligible candidates belonging to all categories (UR, OBC, SC/ST etc.) may apply for the posts notified.
- (iii) Candidates belonging to SC/ST communities should produce a community certificate **ISSUED BY OFFICER NOT BELOW THE RANK OF TAHSILDAR OR EQUIVALENT AND UPLOAD DULY SCANNED.**
- (iv) Candidates belonging to OBC community should produce a community certificate in the format given in **Annexure-B** of this Notification. In addition the OBC candidates should enclose self-declaration of non-creamy layer status in the proforma given in **Annexure-C**. The OBC candidates should **UPLOAD the OBC CERTIFICATE AND OBC DECLARATION DULY SCANNED.**
- (v) Serving employee and Staff of Quasi administrative offices of Railway Organizations: "No Objection Certificate" and "Bonafide Certificate" giving the length of regular service etc. from the employer should **PRODUCE AT THE TIME OF DOCUMENT VERIFICATION FAILING WHICH THEIR CANDIDATURE WILL BE CANCELLED.**
- (vi) Divorced/Judicially separated Women: Copy of Decree from the competent court of law for having divorced/judicially separated along with an Affidavit that she has not remarried, should **PRODUCE AT THE TIME OF DOCUMENT VERIFICATION FAILING WHICH THEIR CANDIDATURE WILL BE CANCELLED.**
- (vii) Widow: Death certificate of her husband together with an Affidavit to the affect that she has not remarried since should **PRODUCE AT THE TIME OF DOCUMENT VERIFICATION FAILING WHICH THEIR CANDIDATURE WILL BE CANCELLED.**
- (viii) Ex-Servicemen: Discharge certificate should **PRODUCE AT THE TIME OF DOCUMENT VERIFICATION FAILING WHICH THEIR CANDIDATURE WILL BE CANCELLED.**
- (ix) Persons with Disability: Competent Authority to issue a Disability Certificate shall be a Medical Board duly constituted by Central or State Government consisting of at least three members out of which at least one shall be specialist in the particular field for assessing Locomotor/Cerebral/Visual/Hearing Disability, as the case may be AND **SHOULD PRODUCE AT THE TIME OF DOCUMENT VERIFICATION FAILING WHICH THEIR CANDIDATURE WILL BE CANCELLED.**
- (X) Candidates belonging to economically backward classes mean the candidates whose family income is less than ₹ 50,000/- per annum. The following authorities are authorized to issue income certificates for the purpose of identifying economically backward classes:
- District Magistrate or any other Revenue Officer up to the level of Tahsildar.
 - Sitting Members of Parliament of Lok Sabha for persons of their own constituency.
 - Union Minister may also recommend for any persons from anywhere in the country.
 - Sitting Members of Parliament of Rajya Sabha for persons of the district in which these MPs normally reside.

[Note: BPL Card or any other certificate issued by Central Government under a recognized poverty alleviation programme or Izzat MST issued by Railways will also be valid. The format of Income certificate to be scanned and uploaded by the candidates of economically backward classes as annexed at Annexure 'D'.]

XI) Candidates belonging to Minority Community {MUSLIMS/CHRISTIANS/SIKHS/BUDDHISTS/ZOROSTRIANS (PARSIS)} should submit community declaration as per Annexure 'E'.

5. EXAMINATION FEES:

- 5.1: FOR CANDIDATES EXCEPT THOSE MENTIONED IN 5.2 BELOW: ₹ 500/- (FIVE HUNDRED) ONLY.
5.2: FOR CANDIDATES BELONGING TO SC/ST COMMUNITIES, WOMEN, EX-SERVICEMEN, MINORITIES {MUSLIMS/CHRISTIANS/SIKHS/BUDDHISTS/ZOROSTRIANS (PARSIS)}, PERSONS WITH DISABILITIES AND THOSE BELONGING TO ECONOMICALLY BACKWARD CLASSES: ₹ 250/- (TWO HUNDRED FIFTY) ONLY; REFUNDABLE TO THOSE WHO ACTUALLY APPEAR IN WRITTEN EXAMINATION.
5.3: THE CANDIDATES APPLYING FOR POSTS BOTH IN LEVEL-1 AND LEVEL-2 (7th CPC) HAVE TO PAY THE FEES SEPARATELY.
5.4: FOR PAYMENT OF FEES FOLLOW THE INSTRUCTIONS AS RECEIVED DURING THE COURSE OF FILLING APPLICATION(S) ONLINE.

6. HOW TO APPLY:

BEFORE FILLING OF ONLINE APPLICATION, CANDIDATES ARE ADVISED TO KEEP SCANNED COPY IN JPEG FORMAT OF FOLLOWING DOCUMENTS READY WITH THEM:

- A) PASSPORT SIZE PHOTOGRAPH, (25 to 75 KB).
B) SCANNED SIGNATURE,
C) COPY OF SELF ATTESTED CERTIFICATE IN PROOF OF DATE OF BIRTH, EDUCATION, CASTE (SC/ST/OBC) AND SCOUTING QUALIFICATION (RASTRAPATI SCOUT/GUIDE/ROVER/RANGER OR HWB/SCOUT/ GUIDE/ ROVER/RANGER),
D) CERTIFICATE OF ACTIVE MEMBERSHIP OF A SCOUTING/GUIDING GROUP FOR LAST FIVE YEARS ISSUED AND SIGNED BY GROUP LEADER (S/G), DIST. ORGANISING COMMISSIONER (S/G), DIST. COMMISSIONER (S/G) {AS PER ANNEX. A};
E) OBC CERTIFICATE AS PER ANNEX. B AND OBC DECLARATION AS PER ANNEX. C.
I) VISIT THE WEBSITE OF SECR www.secr.indianrailways.gov.in → RECRUITMENT → RRC BILASPUR.
II) CLICK ON THE NOTIFICATION FOR SCOUTS & GUIDES QUOTA-2018-19 LINK.
III) CLICK ON NEW REGISTRATION LINK.
IV) FILL IN YOUR PERSONAL INFORMATION, EMAIL ID AND MOBILE NUMBER. [PLEASE GIVE YOUR PERSONAL EMAIL ID/MOBILE NUMBER AS ALL RECRUITMENT RELATED INFORMATION WILL BE PROVIDED ON REGISTERED EMAIL ID/MOBILE NUMBER.]
V) ON SUBMISSION OF REQUIRED DETAILS, EMAIL/SMS WILL BE RECEIVED IN THE REGISTERED EMAIL ID/MOBILE NUMBER.
VI) OPEN INBOX OF YOUR REGISTERED EMAIL/SMS AND NOTE THE REGISTRATION NUMBER AND PASSWORD.
VII) LOGIN USING THE REGISTRATION NUMBER AND PASSWORD SENT IN THE EMAIL/SMS.
VIII) FOLLOW THE INSTRUCTIONS AND COMPLETE THE REGISTRATION PROCESS STEP BY STEP.
IX) UPLOAD THE SCANNED COPY OF PHOTOGRAPH, SIGNATURE, SELF ATTESTED COPIES OF REQUISITE CERTIFICATES AS DETAILED AT A TO E ABOVE.
X) SUBMIT THE APPLICATION AND TAKE TWO COPIES OF PRINT OUT OF APPLICATION AND RETAIN WITH YOU.

[SAVE THE REGISTRATION NUMBER AND PASSWORD WITH YOU. IT MAY BE REQUIRED AT FURTHER STAGES FOR DOWNLOADING CALL LETTER FOR WRITTEN EXAMINATION/DOCUMENT VERIFICATION ETC. SIGNATURE SHOULD BE IN RUNNING HANDWRITING AND NOT IN CAPITAL LETTERS.]

CANDIDATES WILL BE REQUIRED TO SUBMIT DETAILS OF NATIONAL EVENTS ATTENDED (MAXIMUM-4), STATE EVENTS ATTENDED (MAXIMUM-4), SPECIALISATION COURSES ATTENDED (MAXIMUM-2) AND DISTRICT EVENTS ATTENDED (MAXIMUM-3) DULY QUOTING CERTIFICATE No. DATE OF EVENT, PLACE OF EVENT ETC. ONLY THOSE CERTIFICATES WILL BE VERIFIED DURING DOCUMENT VERIFICATION. NO OTHER CERTIFICATE WILL BE ENTERTAINED DURING THE COURSE OF DOCUMENT VERIFICATION.

7. INVALID APPLICATIONS:

THE APPLICATIONS HAVING ANY OF THE FOLLOWING DEFICIENCIES/DISCRIPANCIES OR IRREGULARITIES WILL BE SUMMARILY REJECTED:

- I) APPLICATION WITHOUT PROPER SCANNED PHOTOGRAPH AND SIGNATURE.
- II) APPLICATION WITHOUT PROPER CERTIFICATES, IN RESPECT OF DATE OF BIRTH, EDUCATIONAL, SCOUTING QUALIFICATION, CASTE (SC/ST/OBC & OBC DECLARATION). CERTIFICATE SHOULD BE OBTAINED FROM THE APPROPRIATE AUTHORITY IN THE PRESCRIBED FORMAT. (CANDIDATE SHOULD POSSESS THE REQUISITE EDUCATIONAL/SCOUTING QUALIFICATION ON THE DATE OF NOTIFICATION ITSELF.)
- III) ANY OTHER DEEMED IRREGULARITY.

8. IMPORTANT INSTRUCTIONS:

- 8.1 Candidates who wish to seek age relaxation must submit/upload requisite caste certificate in prescribed format from the competent authority; otherwise their claim for reserved status will not be considered and such candidates will be considered as General (UR) candidates subject to fulfilling the eligibility conditions of General (UR) candidates.
- 8.2 In case of wrong declaration/particulars given by the candidates their candidature will be cancelled at any stage.
- 8.3 Decision of Railways in all the matters of selection will be final.
- 8.4 In case of any doubt English version will be valid.
- 8.5 CANDIDATES ARE DIRECTED TO VISIT WEBSITE OF RRC/BILASPUR: www.secr.indianrailways.gov.in → Recruitment → RRC Bilaspur.

9. WHOM TO APPLY:

For recruitment to the posts in Level-2 (7th CPC) and also for posts in Level-1 (7th CPC) REGISTRATION OF ONLINE APPLICATION SHOULD BE DONE SEPARATELY within closing date **02.12.2018** at 23.59 Hrs.

10. MODE OF SELECTION:

Performance of the candidates who apply in response to the Notification (s) against Scouts & Guides Quota for both (Level-2 (7th.CPC) and Level-1 (7th.CPC)) and whose applications are found in order shall be assessed on the following basis:

- (i) **Written Examination:** **60 Marks.**
{Consisting of objective questions (Multiple Choice) on Scouts & Guides Organization, its activities, General Knowledge for 40 (forty) marks and essay type question for 20(Twenty) marks}
Syllabus detailed below at 11.
- (ii) **Marks on certificates:** **40 Marks.**

(10.1) Before posting against any working post the selected candidate should pass the medical examination prescribed for the post.

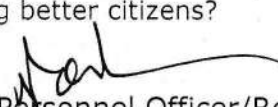
(10.2) Information regarding Call letters of eligible candidates for written Examination will be uploaded in the website, the Date of written examination will be announced later. Written examination for posts both in Level-2 (7th.CPC) and Level-1 (7th.CPC) shall be conducted by HQ.

The list of eligible candidates and updates will be displayed on the website of South East Central Railway (www.secr.indianrailways.gov.in.)

11. SYLLABUS FOR THE WRITTEN EXAMINATION: Level-2 (7th.CPC) and Level-1 (7th.CPC)

History of Scouting/Guiding; Law and Promises; Organization: District & State Level; Training Center: 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 Jamborette; National Jamboree; Jamboree on the Air.

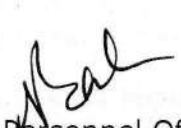
Organization at National Level; National Training Centers, WAGGGS/WOSM; Uprastapati Award Competition; Prime Minister Shield Competition; Community Development Programmes; Aims and Methods of Scouting; How Scouting is useful in producing better citizens?


Assistant Personnel Officer/Rectt.
For Principal Chief Personnel Officer
South East Central Railway/Bilaspur

Copy for kind information to:

- a) CAO/Con./Bilaspur. b) DRM/BSP/Raipur/Nagpur. c) CWM/WRS/Raipur
- d) District Chief Commissioner/Addl. Divl. Railway Manager/S.E.C.Railway/BSP/R/NGP.
- e) CWM/WS/MIB-Nagpur. Dy. CMM/GSD/Raipur
- f) CPRO/BSP. He is requested to arrange publication of this employment notice through the Employment News and intimate this office accordingly.
- g) General Secretary, SECRMC, AI SC-ST REA/AI OBC REA, Bilaspur.
- h) Director, Employment Exchange, Raipur, Chhattisgarh.

Encl.: As above.


Assistant Personnel Officer/Rectt.
For Principal Chief Personnel Officer
South East Central Railway/Bilaspur

Annexure-'A'

Certificate No-----

This is to Certify that (Name).....of.....
State/District/Division is an active member of.....Group since
.....years duly registered with state /District Association.

Date:

(Name & Sign.)
Group Leader (S&G)

(Name & Sign.)
DOC (S&G)

(Name & Sign)
DC (S&G)



Annexure-B

Form of certificate to be produced by other Backward Classes Applying for Appointment to posts under the Government of India.

"This is certified that Shri/Smt/Kumari I----- Son/Daughter of ----- of Village/Town ----- in District-/Division-----in the State/Union Territory ----- belong to the ----- community which is recognized as backward class by the Government of India, Ministry of Social justice and Empowerment's Resolution No----- dated -----* Shri/Smt /Kumari ----- and/or/his/her family ordinarily reside(s) in the ----- District/Division of the -----State union Territory .This is also to certify that he/she/ does not belong to the person/sections (Creamy Layer) mentioned in column 3 of the Schedule to the Government of India. Department of Personnel and Training Office Memorandum No. 36012/22/93-Estt(SCT) dated 08.09.1993.**

District Magistrate/Deputy Commissioner etc.

Date-:

- The authority issuing the certificate may have to mention the detail of resolution of Government of India ,in which the caste of the candidates 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.



Annexure-C

FORMAT OF SELF DECLARATION FOR NON-CREAMY STATUS FOR OBC CANDIDATES.

Proforma for declaration to be submitted by other Backward Class candidates along with the application while applying for the posts against Employment Notification No. P-HQ/RRC/762/2018-19 of Railway Recruitment Cell/South East Central Railway/Bilaspur.

DECLARATION

" I----- Son/Daughter of Shri----- resident of
Village/Town/City----- District-----State-----
hereby declare that I belong to the -----(indicate your sub caste) community
which is recognized as backward class by the Government of India for the purpose of reservation in
services as per orders contained in Department of Personnel and Training Office Memorandum No.
36012/22/93-Estt(SCT) dated 08.09.1993. It is also declared that I do not belong to persons/sections
(Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum
dated 08.09.1993 and it subsequent through O.M. No. 36033/3/2004-Estt. (Res.) dated 09.03.2004."

Place:

Date:

Signature of the candidate

Name of the candidate



Annexure-'D'

**FORMAT OF INCOME CERTIFICATE FOR REFUND OF EXAMINATION FEE FOR
ECONOMICALLY BACKWARD CLASSES.
[INCOME CERTIFICATE TO BE ISSUED ON LETTER HEAD OF THE ISSUING AUTHORITY]**

1. Name of Candidate:
2. Father's Name:.....
3. Age:.....
4. Residential Address:
5. Annual Family Income:
in words:
in figures:
6. Date of Issue:

Signature:
(Name):

(Stamp of issuing authority)

NOTE:

Authorities competent to issue:

- (i) District Magistrate or any other Revenue Officer up to the level of Tahsildar.
- (ii) Sitting Member of Parliament of Lok Sabha for persons of their own constituency.
- (iii) Union Minister may also recommend to Chairman/RRCs for any Persons from anywhere in the country.
- (iv) Sitting Member of Parliament of Rajya Sabha for persons of the district in which the MPs normally resides.



SELF DECLARATION OF MINORITY COMMUNITY CANDIDATES

(Performa for declaration to be submitted by Minority Community candidates along with the application while applying for the Emp. Notice No P-HQ/RRC/762/2018-19 for claiming waiver of examination fee)

DECLARATION

"I-----Son/Daughter of Shri-----

resident of Street-----village/town/city-----
-----district-----state-----hereby
declare that I belong to the----- (Indicate minority
community notified by Central Govt. i.e Muslim/Sikh/Christian/Buddhist
/Parsis)

Date:

Signature of Candidate

Place:

Name of Candidate:

Note: 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 to the effect that he /she belongs to any of the minority community notified by Central Govt. (i.e. Muslims/Sikhs/Christians/Buddhists/Parsis).

