

WESTERN RAILWAY

RECRUITMENT AGAINST SCOUTS AND GUIDES QUOTA FOR THE YEAR 2015-2016

Employment Notice No. WR/HQ/R&T/S&G/1/2015-16

Date of Issue : 17/10/2015

Closing Date and Time for Receipt of Applications	16/11/2015 up to 17.00 hrs.
Closing Date & Time of Assam, Meghalaya, Arunachal Pradesh, Mizoram, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahaul & Spiti Districts and Pangi sub-division of Chamba District of Himachal Pradesh, Andaman & Nicobar and Lakshadweep Island.	30/11/2015

1.0 Applications are invited from the eligible Scouts & Guides candidates on plain paper (A4 size) in the given format (**Annexure-I**), neatly typed or hand written either in English or Hindi for filling up the vacancies against Scouts & Guides Quota of Western Railway for the year 2015-16. **The candidates having no Scouts & Guides qualifications cannot apply. The application for Category - 1 & 2 posts, as given below is to be sent only by ordinary post to the Senior Personnel Officer (R&T), Western Railway, 3rd Floor, GLO Building, Headquarter Office, Churchgate, Mumbai - 400 020 or dropped in the application box kept in the office of Senior Personnel Officer (R&T), Western Railway, 3rd Floor, GLO Building, Headquarter Office, Churchgate, Mumbai - 400 020 during office hours except Saturday, Sunday and Holidays.**

Details of Vacancies:

Sr. No.	Post	Scale	Vacancy	Minimum Educational & Scouting / Guiding Qualification
1.	Category - 1 Group 'C'	₹ 5200 - 20200/- + Grade Pay (GP) ₹ 1900/- in PB - 1	(02) On Western Railway	(i) HSC or Equivalent with 50% marks in aggregate. (Minimum 50% marks is not applicable for SC/ST candidates, Ex-servicemen and for the candidates of any category possessing higher qualification) and (ii) Scouting/Guiding Qualification as given in Para 5.0 below
2.	Category - 2 erstwhile Group 'D' (Khalasi, Porter, Trackman etc.)	₹ 5200 - 20200/- + Grade Pay (GP) ₹ 1800/- in PB - 1	(12) 02 posts each for six Divisions of Western Railway i.e. Mumbai Central, Vadodara, Ahmedabad, Ratlam, Rajkot & Bhavnagar	(i) Passed Class-10th or equivalent and (ii) Scouting/Guiding Qualification as given in Para 5.0 below

2.0 Age limit (Age as on 01/01/2016)

Post	UR	OBC	SC/ST
Group 'C'	18 to 29 Years	18 to 32 Years	18 to 34 Years
Group 'D' (erstwhile)	18 to 32 Years	18 to 35 Years	18 to 37 Years

3.0 Extent of Age Relaxation :

- Serving Railway employees who have put in three years of continuous service and substitutes with three years of service in the Railways. Maximum Age: UR-40yrs., OBC -43 yrs., SC/ST - 45 yrs.
- Widows / Divorced women and women judicially separated but not re-married. Maximum Age : UR - 35yrs., OBC-38 yrs., SC/ST-40 yrs.
- Persons who had ordinarily domiciled in the Kashmir Division of the State of Jammu & Kashmir during the period from 1st January 1980 to 31st December 1989 - by 5 years.
- Staff of Quasi Administrative Offices of Railway Organization - by 5 years or service rendered by them in such organization, whichever is less.
- Ex-Servicemen : Relaxation of age will be to the extent of service rendered by them in Defence Service plus 3 yrs. provided they have put in a minimum of 6 months service after attestation.
- Persons with Disability: Age relaxation of 10 years, relaxation of another 5 years for SC/ST and 3 years for OBC. Persons with Disability should submit the Disability Certificate as per **Annexure-V** from competent authority

4.0 Conditions :

- Selection of Candidates will be subject to passing the Medical Examination in the prescribed medical standard by Railway Medical Authority prior to their appointment after due selection.
- Candidates will have to undergo prescribed training course as applicable for the post as per existing instructions.
- The age will be reckoned as on 01/01/2016.
- All the copies of Certificates in regards to age, educational qualifications, scouting qualifications, other qualifications, caste certificate and other certificates duly attested (**Self Attested**) are to be enclosed along with the application form.
- Two recent passport size photographs with their names written at the back should be clipped along with the application form.
- Application not properly filled in, incomplete or with overwriting, erasing or not supported by the attested copies of relevant certificates will be liable to be rejected.
- Application received beyond the last date will not be entertained. Railway Administration, Western Railway will not be responsible for any postal delay/wrong delivery whatsoever at any stage of the selection process.
- Specific category in Group 'C' and Group 'D' (erstwhile) for place of posting will be decided by the Appropriate Railway Authority.
- The candidates' admission at all stages of the recruitment will be purely provisional subject to satisfying the prescribed eligibility conditions.

5.0 Scouting/Guiding Qualification for (Gr. 'C') & (Gr. 'D' erstwhile)

- A President Scout/Guide/Rover/Ranger OR Himalayan Wood Badge (HWB) holder in any section.
- Should have been an active member of a Scout Organization for the last 5 years. The "Certificate of Activeness" should be as per **Annexure-II and**
- Should have attended two events at National level Or All Indian Railway's level AND two events at State level.

6.0 Procedure for Recruitment for Scouts & Guides quota :

Candidates who apply in response to notification issued and are found provisionally eligible for consideration for appointment against Scouts & Guides quota, will be assessed on the following basis.

(A)	Written Test	50 Marks
	The Written Test will consist of 40 objective questions (40 Marks) & 1 essay type question (10 Marks) relating to Scouts & Guides Organisation and its activities and General Knowledge for Grade Pay ₹1900/- and Grade Pay ₹1800/-. The syllabus for this will be as per Para 14.0	
(B)	Scouting Skill Assessment	10 Marks
	A Skill Assessment Committee will Assess the practical ability of the candidates	
(C)	Marks on Certificates	40 Marks
	(i) Participation/Service rendered in National Events/ National Jamboree (including All Indian Railway Events):	10 Marks
	• First Two Certificates (i.e. minimum eligibility qualification)	NIL
	• One Additional event	07 Marks
	• Two or more Additional events	10 Marks
	(ii) Participation/Service rendered in State Events/ Rallies	10 Marks
	• First Two Certificates (i.e. minimum eligibility qualification)	NIL
	• One Additional event	07 Marks
	• Two or more Additional events	10 Marks
	(iii) Specialised Scouts / Guides course organised at National/ State/All Indian Railway level:	10 Marks
	• One Course	07 Marks
	• Two or more Courses	10 Marks

(iv) Participation in District Rallies	10 Marks
• One Certificate	NIL
• Two Certificates	07 Marks
• Three Certificates	10 Marks
TOTAL	100 Marks

7.0 Selection will be conducted separately for Grade Pay ₹1900/- and Grade Pay ₹1800/- Dates for Written Examination will be advised later on.

8.0 Whom to Apply

Post	Pay Band & GP	Whom to Apply
Group 'C'	PB-1 ₹ 5200-20200/- + GP ₹ 1900/-	Senior Personnel Officer (R&T), Western Railway, HQ Office, 3rd Floor, Old Building, Churchgate, Mumbai - 400 020
Group 'D' (erstwhile Group "D" posts)	PB-1 ₹ 5200-20200/- + GP ₹ 1800/-	

VERY IMPORTANT : Candidates may apply for either or both Grade Pay ₹1900/- and Grade Pay ₹1800/-. Candidates may note that separate applications each for Grade Pay ₹1900/- and Grade Pay ₹1800/- should be submitted **REPEAT** separate application should be submitted along with necessary documents and application fee. In the event of candidates submitting one application for both the posts it will be considered invalid and rejected summarily.

9.0 How to Apply:

Application should be sent by ordinary post in a closed envelope as per Para 8.0 above or to be dropped in the application box provided for the purpose in the HQ office up to **17.00 hours** during office hours except Saturday, Sunday and Holidays. No receipt at the counter will be given. Application sent by Courier / Registered Post / Speed Post will not be acknowledged. The last date of receipt of application is **16/11/2015. It should be clearly indicated on the envelope "Application for Group 'C' (Grade Pay ₹1900/-) or erstwhile Group 'D' (Grade Pay ₹1800/-) Recruitment against Scouts & Guides Quota for 2015-2016".**

10.0 Examination Fees:

- The Examination fee of ₹100/- (Rupees Hundred only) is payable in the form of Indian Postal Order (IPO) drawn in favour of **'Chief Cashier, Western Railway, Churchgate payable at Mumbai for the post of Group 'C' and erstwhile Group 'D'** (This Examination Fee is not refundable / transferable / adjustable under any circumstances).
- IPOs issued before the date of publication of this Employment Notice or after the closing date will not be accepted and the Application Form will be rejected.
- Application received with Cash / Cheque / Money Order / Central Recruitment Fee Stamps will not be accepted and will be rejected.
- Candidate must write their name, full address at the space provided in the IPO.
- Separate application with separate examination fee should be submitted in case of candidate applying in both the Group 'C' and Group 'D' category.
- Fee Exemptions : SC / ST candidates, Ex-Servicemen, Persons with Disabilities, Women candidates, Minority* candidates, Candidate belonging to Economically Backward Classes** are exempted for payment of examination fees. The proforma for issuing Income Certificate is given in **Annexure-VI**.

Note : *Minority will mean Muslims, Christians, Sikhs, Buddhists and Zoroastrians (Parsis). **Economically Backward Classes will mean the candidates whose family income is less than ₹ 50,000/- per annum.

10.7 Authorities competent to issue income certificates for the purpose of identifying Economically Backward Classes are as under:-

- District Magistrate or any other Revenue Officer up to the level of Tehsildar.
- Sitting Member of Parliament of Lok Sabha for persons of their own constituency.
- Below Poverty Line (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 person from anywhere in the Country.
- Sitting Member of Parliament of Rajya Sabha for persons of the district in which these MPs Normally reside.

Note : Candidates claiming 'Fee exemptions' shall enclose a copy of the certificate in the prescribed format.

11.0 Community Certificate :

- The posts are open to all.** No post is exclusively reserved for OBC and SC/ST candidates. Candidates belonging to SC/ST/OBC 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 points.
- Candidates claiming to belong to SC/ST & OBC communities are required to produce community certificates from the Competent Authority in the prescribed format as per **Annexure-III & IV** and enclose the copy of the same with the application.
- The Community Certificates produced by the OBC candidates should specially indicate that the candidate does not belong to persons / sections (Creamy Layer). The OC candidate belonging to Person / Section (Creamy Layer) should also furnish a declaration given as per **Annexure-VII**.
- Serving Govt. employee 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.

13.0 General Instructions:

- The decision of the WESTERN RAILWAY Administration will be final. The decision of the Administration in all matters relating to eligibility, acceptance or rejection of applications etc. will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection. The Administration does not undertake any responsibility for sending or reply to the candidates not selected or not called for in Written Examination/Interview. No refund of Examination Fee will be made.
- The application is liable to be rejected if any of the compulsory enclosure is not attached as indicated in the proforma or the application is found defective in any respect.
- Canvassing in any form will disqualify the candidature.
- As per the extant rules a 1Ind Class journey Pass from Home Station to the place of Examination and back will be issued to SC/ST candidates for appearing in Written Test, Interview/Personality Test.
- No column should be left blank, which also may be the cause of rejection of the application. Column/Columns if not related then write 'NA' in that/those Column/Columns.
- Verifications of all testimonials and certificates will also be a mandatory condition for appointment.
- No application form will be supplied by the Railway.
- The envelope containing the application must be superscribed **"Application for Group 'C' or erstwhile Group 'D' Recruitment against Scouts & Guides Quota for 2015-2016"**
- Place of Posting will be reckoned as per Preference of Posting but WESTERN RAILWAY has reserved the right to post any candidate anywhere over its jurisdiction.
- Candidates in response to this notification shall ensure that he/she fulfils all eligibility conditions at the time of submission of Application.
- Recent Passport size photographs (Taken within one month) should not be accompanied with colored glass and it may be the cause of rejection of the application.
- Photographs pasted on the Application Form, not signed by the candidate may be the cause of rejection of the application.
- Without Date & Thumb impression, Unsigned and Signed in Block Capital letters only may be the cause of rejection of the application.
- Certificates other than English / Hindi languages should be accompanied by an attested translation in English / Hindi.
- Candidates seeking age relaxation or Fee Exemption must produce the Caste Certificate, Certificate of Death of husband, Affidavit that she has not remarried since, copy of Decree of Divorce from the competent Court of Law, Discharge Certificate, No Objection Certificate and Bonafide Certificate from the employer, where applicable.
- In case, candidates selected for Group 'C' post, if they are appointed in Clerical category, they shall have to possess the proficiency in Typing with minimum speed of 30 w.p.m. in English or 25 w.p.m. in Hindi, within a period of 02 years from the date of appointment, for which they may get maximum 3 chances only.
- The mode of selection, date, venue and time will be intimated to the eligible candidate through ordinary post. The decision of Western Railway in all matters relating to eligibility, acceptance or rejection of application and allotment of venues will be final and binding on the candidates.
- This is an open Advertisement and not reserved for any category and the selected candidates should pass the normal standards of medical examination prescribed for Railway services.