



RAILWAY RECRUITMENT BOARD

SOUTH LALLAGUDA, SECUNDERABAD - 17.

EMPLOYMENT NOTICE NO. 01/2002

Date of Issue : 22-06-2002 Closing Date and Time :05.08.2002 at 17.45 hours (For residents of Andaman, Nicobar & Lakshadweep Islands the closing date is : 19.08.2002)
 Applications, in the prescribed format are invited from eligible Indian nationals for recruitment to the following posts on South Central Railway and South Eastern Railway

Cat. No.	Name of the Post	Scale of Pay Rs.	Rly.	PROVISIONAL VACANCIES							Age as on 01.07.2002	Med. Std.	Qualifications
				SC	ST	OC	ES	UR	TL	TLR			
1	Trainee Assistant Driver	3050-4580	SER	41	22	74	-	138	275	18-30 yrs	A-1 (without Glasses)	Matriculation pass plus ITI in specified trades / Act Apprenticeship. Specified trades - (A) Fitter (B) Electrician (C) Instruments Mechanic (D) Mill Wright Mechanic (E) Mechanic (Radio & TV) (F) Electronics Mechanic (G) Mechanic (Motor Vehicle) (H) Wireman (I) Tractor Mechanic (J) Armature & Coil Winder (K) Mechanic Diesel (L) Heat Engine. (M) Turner (N) Machinist (O) Refrigeration and AC Mechanic. OR Diploma in Mechanical/Electrical/ Electronics Engineering in lieu of ITI. (Degree holders in Engineering need not apply)	
				72	45	127	50	201	495				
2	Prob. Assistant Station Master	4500-7000	SER	11	6	21	-	38	76	18-33 yrs.	A-2 (without Glasses)	A University Degree or its equivalent. Diploma in Rail Transport and Management from the Institute of Rail Transport will be an additional desirable qualification.	
3	Tr. Ticket Collector	3050-4580	SER	6	3	4	-	8	21	18-30 yrs.	B-2	Matriculation or its equivalent with not less than 50% marks in the aggregate. SC/ST are eligible even if they do not secure 50% marks in Matriculation or its equivalent. Candidates possessing higher qualification are eligible irrespective of marks secured by them in Matriculation or its equivalent.	
4	Goods Guard	4500-7000	SCR	1	1	-	-	-	2	18-33 yrs.	A-2	A University Degree or its equivalent.	
5	Enquiry-Cum-Reservation Clerk	4500-7000	SCR	-	2	-	-	-	2	18-33 yrs.	C-1	A University Degree or its equivalent.	
6	Junior Stenographer (English)	4000-6000	SCR	4	4	-	-	-	8	18-30 yrs.	C-1	SSC or its equivalent with 80 words per minute in short hand (English) and 40 words per minute in Typewriting (English). Certificate in proof of knowledge of Stenography (English) and Typewriting (English) from any recognised institution should be enclosed.	
7	Technician/Grade II (ESM)	4000-6000	SCR	2	3	8	-	13	26	18-30 yrs.	B-1	Pass in 1st year B.Sc with Physics OR Pass in 10+2 in HSC with maths or Physics or its equivalent and as casual ESM for 2 years in S&T Department of the Railways.	
8	App. Section Engineer (TM/TT)	6500-10500	SCR	1	-	-	-	2	3	20-35 yrs.	A-3	Degree or equivalent in Mechanical/ Electronics/Production/Instrumentation Engineering.	
9	App. Section Engineer (Works)	6500-10500	SCR	-	1	-	-	-	1	20-35 yrs.	A-3	Degree in Civil Engineering or its equivalent from a recognised university.	
10	App. Section Engineer (P.Way)	6500-10500	SER	1	-	2	-	9	12	20-35 yrs.	A-3	Degree in Civil Engineering.	
11	App. Junior Engineer/Grade II (TM/TT)	5000-8000	SCR	2	1	1	-	5	9	18-33 yrs.	A-3	Diploma in Mechanical/ Electronics/ Production/Automobile/Instrumentation Engineering.	
12	App. Junior Engineer/Grade II (Printing Press)	5000-8000	SCR	-	-	1	-	1	2	18-33 yrs.	B-2	Matric or its equivalent and State Diploma or All India Certificate in Printing Technology or its equivalent obtained after 3 years course.	
13	App. Junior Engineer/Grade II (Works)	5000-8000	SCR	3	1	-	-	-	4	18-33 yrs.	A-3	Diploma in Civil Engineering.	
14	App. Junior Engineer/Gr. II (P.Way)	5000-8000	SER	1	1	3	-	19	24	18-33 yrs.	A-3	Diploma in Civil Engineering.	
				-	-	06	02	09	17				
15	App. Supervisor (P.Way)	4500-7000	SER	-	-	1	-	1	2	18-30 yrs.	A-3	12th Standard (10+2) with Science and Maths: Candidates with Diploma in Civil/Mechanical/ Electrical Engineering or Diploma in Structural Fabrication Engineering conferred by the Birla Institute of Technology, Calcutta will also be eligible.	
16	App. Junior Engineer/Grade II (C&W)	5000-8000	SCR	-	1	-	-	-	1	18-33 yrs.	B-1	Diploma in Mechanical Engineering	
17	Chemical & Metallurgical Assistant/Grade II	5000-8000	SCR	-	-	-	-	3	3	18-33 yrs.	B-1	Bachelor's Degree in Science with Physics & Chemistry with a minimum of 45% marks.	
18	Technician/Grade III (Skilled Artisan)- Fitter (Engineering & C&W)	3050-4580	SCR	1	6	-	-	-	7	18-30 yrs.	B-1	Act Apprentice/ITI passed in relevant trades. (i.e. Fitter/Mechanic/Mason), (Diploma/Degree holders in Engineering need not apply as it is not acceptable as an alternative qualification).	
	Mechanic (Diesel Machine, Printing Press and C&W)			1	4	-	-	5					
	Mason (Engineering)			1	1	-	-	2					

NOTE: Vacancies exclusively reserved for SC/STs are under Special Recruitment Drive for SC/STs.

1.0 ABBREVIATIONS: SC-Scheduled Caste, ST-Scheduled Tribe, OBC-Other Backward Classes, ES-Ex-servicemen, UR-Unreserved / Cat.-Category, Med.Std.-Medical Standard, Rly.-Railway, SCR-South Central Railway, SER-South Eastern Railway, Prob.- Probationary, App.- Apprentice, TM/TT- Track Machine/Tie Tampering, C&W- Carriage and Wagon, P.Way-Permanent Way, S&T - Signal & Telecommunications, ESM - Electrical Signal Maintainer.

2.0 PERIOD OF TRAINING: As per extant Rules

3.0 SALARY AND OTHER BENEFITS: The selected candidates will be absorbed after successful completion of training wherever prescribed. The monthly emoluments on initial appointment will be on the minimum of the scale of pay plus Dearness Allowance as applicable from time to time. In addition, the employee will get House Rent Allowance/ City Compensatory Allowance depending on the place of posting. They will be considered, in due course, for promotion to higher grades according to rules in force from time to time.

4.0 RECRUITMENT PROCESS:

4.1 The recruitment process for all the above categories is by means of Written Examinations and without any Interview. However, for categories No.1 and 2, there will be a qualifying Psychological Test. For the psychological test, candidates will be called to the extent required as per rules on the basis of their merit position in the written examination. For category No.6, there will be a Skill Test/ Shorthand (80 words per minutes) and Typewriting (40 words per minute) - both in English. For the Skill Test, requisite number of candidates will be called as per rules, on the basis of their merit in the written examination.

4.2 Wherever written examinations are held in two stages, requisite number of candidates for the second stage examination will be called as per rules on the basis of their merit in the first stage written examination.

4.3 The final selection of candidates for the posts of Trainee Assistant Driver (Diesel/Electrical) and Assistant Station Master will be based on the merit position in the written examination, subject to qualifying in the psychological test and passing the vision test that will be arranged at the nearest Railway Hospital at the time of verification of certificates and also subject to verification of original Educational/Caste Certificates etc. of successful candidates. Those failing in the Vision test will not be empanelled.

4.4 The final selection for the post of Junior Stenographers will be based on the combined merit position in the written examination and Skill Test subject to verification of educational/professional/caste certificates etc. of successful candidates.

4.5 Wherever two stage written examinations are held, the final selection will be based on the merit position in the second stage written examination and subject to the verification of original educational / caste certificates etc. of successful candidates.

4.6 For the written examination in all the above cases, the candidates who fulfil the prescribed eligibility condition and whose applications are found valid in all respect will only be called.

4.7 The syllabus for the written examination will generally be in conformity with the educational qualifications prescribed for the

post concerned. The written examination will be of objective type with multiple choice answers containing questions in General Knowledge, General Intelligence/ Reasoning and Analytical abilities and in Technical subjects related to the post applied. However, for Categories No.02 to 05 the questions will be in Hindi/English, Arithmetic, General Knowledge and General Intelligence/ Reasoning and Analytical abilities and for Category No.6 the questions will be in General English and General Awareness only.

4.8 In addition to the objective type questions, the question paper will contain small passage in Hindi & English which is to be copied by the candidate in his running hand without fail in the question booklet or in the Answer Sheet as directed in the Question paper.

4.9 The question paper for the written examination in all the above cases will be in bilingual i.e. in Hindi & English. Choice of language i.e. Hindi or English should be indicated in the application form in the relevant box.

4.10 There will be negative marks for wrong answers.

4.11 IMPORTANT - The Railway Recruitment Board at its discretion may hold a common Examination for more than one category if considered necessary. The Railway Recruitment Board at its discretion may hold additional Written Examination(s) or re-examination (s) or second stage written examination, if considered necessary for all or limited number of candidates as may be deemed fit, in respect of the above notified categories of posts. In such cases the merit secured in such subsequent examination alone will be the criteria for further recruitment process.

4.12 Merely satisfying the Age and Educational Qualification itself will not constitute a right to be called for the Written Examination unless the candidate fulfills all the Conditions/Requirements given in this Employment Notice.

4.13 Admission to the written examination is provisional as the applications are fully scrutinised later. In case a candidate does not fulfil all the requirement prescribed in the Employment Notice, his/her candidature is liable to be rejected at a later stage, when deficiency is noticed, even after empanelment/recruitment.

5.0 GENERAL CONDITIONS OF RECRUITMENT:

5.1 The number of vacancies indicated is provisional and may increase or decrease or even come to NIL depending upon the actual needs of the Administration. The Railway Recruitment Board also reserves the right to cancel all the notified vacancies for any category or categories at its discretion depending upon the actual needs of the Administration and such decision will be final and binding. In the event of the cancellation of the notified vacancies, no refund of Examination Fee/Postal Charges paid by the candidates for that category, will be made.

5.2 Before applying for the post, the candidate should ensure that he/she fulfills the eligibility norms at the time of sending his/her application. The candidate should enclose proof of qualification (at least provisional pass certificate is must). Those awaiting results of the final examination need not apply.

5.3 Physically handicapped persons are eligible only for Category No. 06.

5.4 RRB reserves the right to reject any application at any stage of recruitment process, if the candidate is found ineligible for the post for which he/she has applied or indulges in any form of malpractice. Even after appointment, such candidate is liable to be summarily removed from service.

5.5 Candidates recommended for appointment will have to pass the prescribed Medical Examination, conducted by the Railway before appointment. Those failing in the Medical Examination will not be eligible for any alternative appointment on the Railways.

5.6 Females are also eligible to apply for all the above categories. They may, however, note that the nature of duties is arduous and may entail out-door duties at odd hours and in isolated places in wayside Railway Stations.

5.7 Selected candidates will be required to undergo training for prescribed period. Stipend where applicable will be paid during training period, as per extant rules.

5.8 Selected candidates will be required to execute a bond and agree to serve the Railway Administration for a prescribed period, wherever necessary.

5.9 Selected candidates who are finally appointed are liable for active service in the Railway Engineers Unit of Territorial Army.

5.10 Candidates recommended are liable to be posted or transferred to any place within jurisdiction of South Central/South Eastern Railways concerned or any where on the Indian Railways. Choice asked for the Railway is only for guidance of the Railway Recruitment Board, Secunderabad. Allotment of Railway to selected candidates will be at the discretion of the Railway Recruitment Board. No particular Railway or place can be assured or assumed. Where choice of Railway is not indicated when specifically asked, allotment of Railway in such cases will be at the discretion of Railway Recruitment Board.

5.11 Various information, data, terms and conditions mentioned in the Employment Notice are liable to change due to Government or Judicial Order made subsequently.

5.12 Mere selection of candidates and recommendation of his/her name by the RRB for appointment does not confer any right on the candidate for his/her appointment on Railways.

5.13 RRB does not undertake any responsibility for sending reply to the candidates not selected or not called for Written Test/Skill Test/Psychological Test/Verification of certificates.

6.0 SPECIAL CONDITIONS OF RECRUITMENT:

6.1 Recruitment process is subject to caste based reservation. For this purpose, caste certificate from competent authorities in the case of Scheduled Caste/Scheduled Tribe/Other Backward Class candidates should invariably accompany the application. In case of OBC, the certificate should be to the effect that the candidate does not belong to the Persons/Sections (Creamy Layer) mentioned in Col.3 of the Schedule of the Government of India, Department of Personnel and Training O.M. No.36012/22/93 Est.(SCT) dated 08.09.93 and the certificate should be in the prescribed form (format given as Annexure I) circulated by Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, Government of India. Candidate belonging to OBC but coming under creamy layer are not entitled to OBC

reservation, they should indicate their community as UR. Applications of SC/ST/OBC Candidates without relevant Caste Certificate will be rejected.

6.2 Free Second Class pass will be issued to SC/ST candidates when they are called for written examination/Psychological/Skill Test/Verification of Certificates etc.

6.3 Candidate submitting forged SC/ST caste certificates for securing eligibility and/or obtaining privileges including free travel for appearing in written examination etc. will be liable not only for rejection of their candidature but will also be debarred from appearing in any examination conducted by any Railway Recruitment Board all over the country for a period of two years and are liable for legal prosecution and police action.

6.4 Candidates using political pressure or influence from any quarters or using unfair means or bringing any extraneous pressure or arranging impersonation or indulging in any kind of malpractice during the examination etc. will be disqualified and debarred for life for appointment on Railways and are also liable to be prosecuted as per law.

6.5 Candidates applying for categories No.01 & 02 (i.e. Assistant Drivers and Assistant Station Masters) have to invariably enclose a Medical Certificate from a Registered Eye Specialist regarding vision in the format given below, otherwise their applications will be rejected.

Candidates should affix attested copy of latest photographs in the application form as given in the box below	Post	Class	Distant Vision	Near Vision	Colour Vision on Ishihara
	Assistant Driver	A-1	6/6, 6/6 without glasses with fogging test (Must not accept +2D)	Sn.0.6/0.6 without glasses	Normal
	Assistant Station Master	A-2	6/9, 6/9 without glasses (No fogging test)	Sn.0.6/0.6 without glasses	Normal

Shri. _____ whose photograph is as affixed & whose identification marks are as below, fully conforms to the above vision standards.

Identification Marks: 1. _____ 2. _____

Place: _____ (to be signed by Eye Specialist)

Date: _____ Stamp

Doctor: _____ Name of the

Registration No. _____

Only those candidates who conform to the standards of vision given in the format need apply.

7.0 AGE :

7.1 The age for all categories will be reckoned as on 1st July, 2002.

7.2 The Upper Age limit relaxation admissible to the candidates, subject to production of requisite certificates, is as under-

7.2.1 By 5 years for SC/ST and by 3 years for OBC candidates

in possession of certificate issued by the competent authority.

7.2.2 Serving Railway Employees including Casual labourers/Substitutes who have put in a minimum of Three years continuous service will be given age relaxation subject to the upper age limit not exceeding 40,43,45 years in case of General, OBC, SC/ST candidates respectively.

7.2.3 In case of staff of Quasi Administration Offices of Railway Organisation such as Railway Canteens, Railway Institute and Railway Co-operative societies who have put in 03 years service, relaxation of age will be given to the extent of service rendered by them subject to maximum of 05 years and upper age limit of 35 years.

7.2.4 For widows and Divorced Women who have judicially separated from their husband and not remarried, will be given relaxation in age up to 35,38,40 in case of General, OBC, SC/ST candidates respectively.

7.2.6 By 05 years to the candidates who had ordinarily been domiciled in the Kashmir division of the State of Jammu and Kashmir during the period from the 1st day of January, 1980 to the 31st December 1989, subject to production of residential certificate from the competent authority of the state of Jammu and Kashmir.

7.2.7 The upper age limit is relaxable for Ex-Servicemen up to the extent of service rendered in Armed Forces plus 03 years provided they have put in a minimum of 06 months service after attestation and upto the age of 40 years for reservists not employed in Government Service. For Trainee/Apprentice categories the relaxable upper age limit is subject to the condition that the age does not exceed 40 years.

7.2.8 SC/ST and OBC candidates are not eligible for upper age relaxation when no post is reserved for them. However they may apply against Un reserved vacancies.

8.0 EX-SERVICEMEN CANDIDATES:

8.1 This Employment Notice contains vacancies reserved for Ex-Servicemen as specified in the vacancies notified. However, they may also apply against other vacancies for which they are entitled for age relaxation as applicable to Ex-Servicemen

8.2 The term Ex-Servicemen means a person, who has served in any rank (whether as a combatant or as non-combatant) in the regular Army, Navy or Air Force of the Indian Union but does not include a person who has served in the Defence Security Corps, the General Reserve Engineering Force, the Lok Sahayak Sena and the Para-Military Forces; and

(a) Who has retired from such service after earning his/her pension, or

(b) Who has been released from such service on Medical Grounds attributable to Military Service or circumstances beyond his control and awarded medical or other disability pension, or

(c) Who has been released otherwise than on his own request from such service as a result or reduction in such Establishment, or

(d) Who has been released from such service after completing the specific period of engagement otherwise than on his own request or by way of dismissal or discharge on account of misconduct or in-efficiency and has been given a gratuity and

includes personnel of the Territorial Army of the following categories:

- (i) Pension holders for continuous embodied service
- (ii) Pensioners with disabilities attributable to military service and
- (iii) Gallantry Award Winners.

Explanation: The persons serving in the Armed Forces of the Union, who on retirement from service would come under the category of Ex-Servicemen, may be permitted to apply for re-employment one year before the completion of the specific terms of engagement and avail themselves of all concessions available to the Ex-Servicemen but shall not be permitted to leave the Uniform until they complete the specified terms of engagement in the Armed Forces of the Union. Service personnel who are to be discharged from military service on or before 21.6.2003 are eligible to apply for this advertisement.

8.3 Ex-Servicemen who have already joined the Government Service on Civil side after availing of the benefits given to them as Ex-Servicemen for their re-employment cannot claim Ex-Servicemen status for the purpose of this recruitment. Such a person will be deemed to be Civil Employee and will accordingly be entitled to the benefit of age relaxation as admissible to Civil Employees.

8.4 Matriculate Ex-Servicemen with 15 years of active service in Armed Forces will be considered eligible to apply for the posts for which minimum qualifications is a University Degree.

8.5 Sons/Daughters/Wards of Ex-Servicemen are not eligible to apply for the posts reserved for Ex-Servicemen.

8.6 Ex-Servicemen should clearly indicate all the required particulars in the application form and enclose all documentary proof for the same.

9.0 SERVING EMPLOYEES:

Applicants who are serving Government or Public Sector employees including Railway employees should send an advance copy of their application; complete in all respects within the notice period, and their application sent through proper channel, should follow. The last date for receipt of application by RRB/Secunderabad will not be extended on account of delay in transmitting the applications by the concerned office.

10.0 EXAMINATION FEES AND POSTAL EXPENSES (NON REFUNDABLE):

10.1 The examination fee including Postal Expenses for Unreserved and OBC candidate is RS.60/- (Rs.Sixty only) for all the above categories except categories 1, 3 and 18. For categories 1,3 and 18 the examination fee including Postal Expenses for Unreserved and OBC candidates is Rs. 40/- (Rupees forty only). Candidates belonging to SC, ST, Ex-servicemen and Physically Handicapped persons are fully exempted from payment of examination fees. However, they have to pay Rs.10/- (Rupees Ten only) as Postal Expenses. There is no need to enclose self addressed stamped envelopes.

10.2 MODE OF PAYMENT:

To be paid in the form of a crossed Demand Draft of Scheduled

candidate on the front side. The signature should be made by using black ink pen and should be clear and visible. Xerox copies of the photographs should not be used. Candidature is liable to be cancelled if recent photograph is not affixed/enclosed.

13.5 Only xerox copies of the Certificates, and not originals, in Proof of Age, Qualifications and Community, etc., duly attested by Gazetted Officer should be enclosed. Particulars printed on the back side of the marksheet/certificate should also be xeroxed/copied invariably. Self attested copies of the certificates will not be accepted. Applications with such certificates will be summarily rejected.

13.6 It should be understood clearly that the enclosures form part of the Application. Therefore, all enclosures should be sent along with the Application. If any of the enclosure is sent separately, it will not be connected to the application and in such cases, the application will stand rejected for want of copies of certificates.

13.7 Each candidate should send only one application for one category of post. Candidates submitting duplicate applications for any category will be disqualified. If any such candidate gets selected inadvertently, he/she will not be offered appointment later on.

14 WHOM TO ADDRESS:

The filled-in application along with its enclosures should be sent by ordinary post only in a cover addressed to the Assistant Secretary, Railway Recruitment Board, South Lallaguda, Secunderabad - 500 017 to reach him on or before the last date. No courier/registered post/parcel/speed post will be entertained under any circumstances. The covers containing applications can also be personally deposited at Railway Recruitment Board's Office, Secunderabad during working hours on or before the last date.

14.1 Railway Recruitment Board, Secunderabad will not be responsible for any postal delay or wrong deliveries. Candidates sending their applications by post are advised to post their applications sufficiently in advance so that it reaches Railway Recruitment Board, Secunderabad on or before the closing date.

14.2 The cover should be clearly super-scribed in bold capitals "APPLICATION FOR THE POST OF _____ CATEGORY No. _____ in addition to the above, candidates belonging to Scheduled Castes, Scheduled Tribes and Other Backward Classes should clearly super-scribe on the cover "COMMUNITY: SC" OR "COMMUNITY: ST" OR "COMMUNITY: OBC as the case may be. The candidates who are Ex-Servicemen should indicate in bold capital letters "EX-SERVICEMAN" in addition to the above.

15. The Railway Recruitment Board, Secunderabad will not bear any legal responsibility for inadvertent errors, if any, in this notification.

16. INVALID APPLICATION:

The following types of applications will be treated as invalid and rejected without any intimation to the candidate:

(i) Applications which are considered invalid in the opinion of the

Bank or Crossed Indian Postal Order (purchased on or after the date of publication of the Employment Notice) drawn in favour of the Assistant Secretary, Railway Recruitment Board, Secunderabad and payable at Secunderabad Head Post Office.

10.3 The Candidate should write the following details in the space provided for Sender's Name in the case of Postal Order and on the reverse side in the case of Demand Draft.

(i) Employment Notice No. 01/2002 (ii) Name of the post applied for (iii) Category No. of the post (iv) Name of the candidate and address.

10.4 The examination fee or postal expenses are not refundable/transferable/adjustable for any other examination under any circumstances.

10.5 Applications without IPOs/DDs of the requisite value as mentioned above will be treated as invalid and summarily rejected.

11. EXAMINATION CENTRES:

The Written Examinations will be held in Secunderabad/Hyderabad. However, for Administrative reasons the written examination may be held at other places also in Andhra Pradesh.

12. CHANGE OF ADDRESS:

If there is any change in the address, the applicant should in his/her own interest arrange with the post office concerned for redirection of the communications from old to new address.

13. HOW TO APPLY:

13.1 Candidates should carefully read the instructions and fill the application form. Application(s) shall be made on good quality white plain A-4 size paper and should be in conformity with the format given in this Employment Notice. Separate application should be made for each category of post with requisite postal order/demand draft of the prescribed value as well as set of enclosure as required for the category and sent in separate covers.

13.2 The application should be either in English or Hindi only, duly dated and signed by the Candidate alone. It should be with three specimen signatures at the place provided in the Application Form for this purpose. Application filed by any other person on behalf of candidate/any change in the format of the application will lead to rejection of application. It is essential to write the address with District, State and Pin code in the application form.

13.3 Signature of the applicant must be full and specific. Signatures in capital letters or open letters or in initials will not be accepted and the applications having such type of signatures will be summarily rejected. The signature of the candidate at the end of the application, his/her specimen signatures, the signatures on the photos and the signature in the box below the pasted photo should all be identical and there should be no variation. The signatures should be either in English or Hindi alone and not in any other languages. Signatures in different languages in different places, in different styles in different places will render the application invalid and rejection.

13.4 Two identical copies of latest passport size Black and White photographs shall be submitted - one to be pasted on the Application form and the other firmly stitched to the Application. The photo should be by wearing white or very light coloured garments and without wearing cap and sunglasses. Both photos should bear full signature of the

Railway Recruitment Board due to non-compliance with any of the instructions and/or conditions issued in this notification or deficient in any respect.

(ii) Application not in the prescribed format and the size mentioned in this notification. (Candidates purchasing application form in the market should ensure that it conforms to the format prescribed in this Employment Notice).

(iii) Applications made in advertisement cuttings appearing in news paper.

(iv) Applications which are incomplete or illegible.

(v) Applications of under/over aged candidates.

(vi) Applications not filled in by the candidate in his/her own handwriting.

(vii) Applications filled in a language other than Hindi/English.

(viii) Applications received after the closing date.

(ix) Applications without proper caste certificate in respect of SC/ST/OBC.

(x) Applications without necessary certificate in proof in respect of Physically Handicapped and Ex-servicemen.

(xi) Applications sent without photographs or without signatures on photographs.

(xii) Applications without signature or specimen signatures.

(xiii) Applications bearing signatures in capital letters/ initials/ different languages at different places/in open letters/ in different styles.

(xiv) Applications of candidates not possessing the prescribed qualification at the time of applying. (at least provisional certificate is must)

(xv) Bunch of applications sent in one envelope.

(xvi) Bunch of applications with a single IPO/DD for the total value of the categories applied for.

(xvii) Application without IPO or Demand Draft, or with insufficient value IPO/DD.

(xviii) Applications without Medical Certificate in prescribed format from Eye Specialist for categories 1 & 2 (i.e Assistant Drivers & Assistant Station Masters)

(xix) Applications with xerox copies of certificates not attested by Gazetted Officer or with self attested xerox copies of the certificates or with illegible xerox copies of certificates.

(xx) Applications without the handwritten matter in the running hand of the candidate in the box prescribed for the purpose in the application form.

17. DECISION OF RECRUITMENT BOARD IS FINAL:

The decision of Railway Recruitment Board, Secunderabad will be final and binding on the candidates in all matters relating to eligibility, acceptance or rejection of application, issue of free travel authority, penalty for false information, mode of conduct of examination, selection, etc. No enquiry or correspondence will be entertained in this connection.

18. FOR ANY LEGAL ACTION ARISING OUT OF THIS EMPLOYMENT NOTICE, THE JURISDICTION SHALL BE HYDERABAD ONLY. In the event of dispute English version of the Employment Notice will be treated as valid.

APPLICATION FORMAT
RAILWAY RECRUITMENT BOARD, SECUNDERABD.
(Application form in A4 size paper)

(To be filled and signed by the candidate only in his/her own handwriting)
(for Official Use only) Registration No. _____

To,
The Assistant Secretary,
Railway Recruitment Board,
South Lallaguda,
Secunderabad - 500 017.

Add here recent
Black & White
Photo of size
35x45 mm
glue on front

Full signature of the applicant

1. Employment Notice 01/2002 Category No. _____ Post : _____
2. Priority of Rly. (for Cat.No.1,4 & 14) : 1st priority _____ 2nd priority _____
3. Details of Indian Postal Order/ Demand Draft attached : _____

IPO/DD No.	Issue Post Office/Bank	Date of Issue	Value Rs.

4.(a) Candidate's Full name : _____
(IN BLOCK LETTERS)
(b) Father's/Husband's Name: _____

5. Present Address of the applicant:
(Please do not repeat name)
District _____ State _____ Pin _____ Nearest Railway Station _____

6. Permanent Address of the applicant:
(Please do not repeat name)
District _____ State _____ PIN _____ Nearest Railway Station _____

7. Date of Birth: Day _____ Month _____ Year _____
Age (as on 01.07.2002) Y _____ M _____ D _____ Religion: _____

8. Visible Identification Marks: 1. _____ 2. _____

9. Sex (Please tick appropriate box provided): Male Female

10. Community (Please tick appropriate box provided):
GENL SC ST OBC
Indicate Sub-Caste in case of SC/ST/OBC without fail: _____

11. Are you? (i) Railway Employee : Yes/No _____
(ii) Govt./Public Sector Employee : Yes /No _____
(iii) Ex-servicemen : Yes/No _____
(iv) Physically Handicapped : Yes/No _____
(v) Widow/Women judicially separated: Yes/No _____

12. Educational Qualifications (Starting from Matriculation /SSC level):

Sl. No	Examination Passed	Name of the Institution/ Board/University	Year and Month of Passing	Class obtained

13. In case of Railway/Govt./Public Sector Undertaking Employee or Ex-Serviceman furnish the following particulars:-
Post held at present: _____
Period of service in the present post: From _____ To _____
Total Service from Date of appointment: _____
Name of the Office and Address: _____
(Service Certificate/No objection Certificate duly furnishing service particulars to be enclosed. Ex-servicemen will have to furnish additional information in the format given in Annexure - I without

H. Languages Known: Read _____ Write _____ Speak _____
I. Character as assessed by Military authorities : _____
(applicable where applications are not made directly)
J. Extra curricular activities: a. Sports _____ b. Literary _____
c. Cultural/Art _____
K. Details of pay/pension/gratuity
a. Last Basic Pay drawn : _____
b. Total emoluments : _____
c. Details of pension/gratuity : _____
L. Whether taken up Civil Employment after discharge/release from Armed Forces, if so, give details: _____
M. Zilla Sainik Board/Employment Exchange Registration Number: _____

Place : _____
Date : _____ Signature of the applicant in full

ANNEXURE 'II'
FORM OF OTHER BACKWARD CLASSES CERTIFICATE
Form of Certificate to be produced by
Other Backward Classes
Applying for appointment to post under the
Government of India

This is to certify that Sri/Smt/Kum _____
Son/Daughter of Sri _____ of Village _____
District/Division _____ in the _____
State _____ belongs to the
community, which is recognized as a Backward Class under the
(i) Government of India, Ministry of Welfare Resolution No.12011/68/
93-BCC (C), dt.10th September, 1993 published in the Gazette of
India Extraordinary Part I Section 1 No. 186 dt.13th September, 1993.
Sri/Smt/Kum _____ and/or his/her family ordinarily reside
(s) in the _____ District/Division of the _____ State.
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 and Training
O.M.No.36012/22/93-Estt. (SCT), dt.08-09-1993.
Date: _____ Seal: _____ District Magistrate,
Deputy Commissioner etc., (seal)

N.B.:-
a. The term ordinarily used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
b. The authorities competent to issue Caste Certificates are indicated below:
(i) District Magistrate/ Additional Magistrate/Collector/Deputy Commissioner /Additional Deputy Commissioner/Deputy Collector/ 1st Class Stipendary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner(not below the rank of 1st Class Stipendary Magistrate).
(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

fail. Otherwise their application will not be considered).

14. Medium of Examination desired (put tick mark in the appropriate box)
Hindi English

15. List of Enclosures:
1. _____ 2. _____
3. _____ 4. _____
5. _____ 6. _____
7. _____ 8. _____

16. Copy the following matter in the box given below either in Hindi or English. It is desirable that candidates signing in Hindi or Filling the application in Hindi may copy the matter in English also in addition to Hindi.

चब प्रकृति सो यही थी, उसमें किसी प्रकार की नति नहीं थी। तब परमात्मा ने अपनी सविता - शक्ति द्वारा प्रकृति को प्रेरण की कि वह नति में आए।

Besides basic requirements of life like food, clothing and shelter, the greatest need of a man is Appreciation. Our talents need to be appreciated.

17. **Declaration:** I hereby declare that I have carefully read the conditions of eligibility advertised, understood them clearly and I satisfy them. I also hereby declare that all statements made in this application are true and correct to the best of my knowledge and belief. I understand that in the event of the particulars or information given herein being found false or incorrect, at any stage of the recruitment process my candidature for the recruitment is liable to be rejected or cancelled and in the event of any mis-statement/discrepancy in the particulars being detected, after my appointment, my services are liable to be terminated without notice to me.

18. Specimen Signatures of the applicant in full :
1. _____ 2. _____ 3. _____

Place: _____
Date: _____ Left Hand Thumb Full Signature of Impression in full. the applicant

ANNEXURE - I
ANNEXURE TO APPLICATION TO BE FILLED IN BY EX-SERVICEMEN ONLY

A. Personal Number, Rank, Name : _____
B. Army Service : _____
C. Date of Enrolment : _____
D. Retirement/Discharge : _____
Reasons for Release Discharge : _____
E. Medical Category : _____
F. Award of Decoration : _____
G. Qualification (please attach attested copies of certificates)

Course	Year	Institution
Civil (Education)		
Military (Education)		
Military (professional)		

ANNEXURE - III
SCHEDULED CASTE / SCHEDULED TRIBE COMMUNITY CERTIFICATE

This is to certify that Sri/Smt*/Kum* _____ Son/ Daughter * of _____ of Village/Town* _____ In District / Division _____ of the State/Union Territory _____ Belongs to the _____ Caste/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe * under
*The constitution (Schedule Caste) Order, 1950;
*The constitution (Schedule Tribe) Order, 1950;s
*The Constitution (Schedule Caste) (Union Territories) Order,1951;
*The Constitution (Schedule Tribe) (Union Territories) Order, 1951;
(As amended by the Schedule Caste and Schedule Tribes lists (modification) Order, 1956, the Bombay recognition act, 1960, the Punjab re-Organisation act 19 66, the State of Himachal Pradesh act, 1970 and the North Eastern Areas (re-Organization) act, 1971 and the Schedule Caste and Schedule Tribes Orders (Amendment) Act, 1976;
*The Constitution (Jammu and Kashmir) Scheduled Caste Order, 1958.
*The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Caste and Scheduled Tribes Order (Amendment) Act,1976.
*The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962;
*The Constitution (Pondicherry) Scheduled Caste Order, 1964;
*The Constitution (Scheduled Tribes), (Uttar Pradesh) Order 1967;
*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968;
*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968;
*The Constitution (Nagaland) Scheduled Tribes Order, 1970;
2. Shri/Srimati*/Kumari* _____ and/or his/her* family ordinarily reside (s) in village/town* _____ of _____ District/Division* of the State/Union Territory* of _____.

Signature : _____
Designation : _____
State/Union Territory *(with seal of office)

Place: _____
Date: _____
*Please delete the words which are not applicable.
NOTE: The term "Ordinarily resides" used here will have the same meaning as in Section 20 of the Representation of the people act, 1950.