# पूर्व मध्य रेल
## EAST CENTRAL RAILWAY

**कार्यालय**
**महाप्रबंधक(का)**
**हाजीपुर**

No.ECR-HQ0PERS (RULE)/6/2021(C.N-101949)

- सभी विभागाध्यक्ष/ पूमरे/हाजीपुर।
- मुख्य प्रशासनिक अधि0/**निर्माण उत्तर** एवं दक्षिण/महेन्द्रूघाट/पटना ।
- DRM(P) /पूमरे/दानापुर,डी डी यू,धनबाद,सोनपुर एवं समस्तीपुर
- CWM/पी डी /डीडी यू, यांत्रिक कारखाना/समस्तीपुर एवं CRW/हरनौत ।

**विषय:-** Option for filling up the post of personnel Instructor (Ex-Cadre) in level-7 (GP-Rs.4600/-) under Principal/MDZTI/Bhuli at Dhanbad

**सन्दर्भ:-** Eastern Railway **का पत्र सं** : 7/EO/Option/PI/Misc./23, Dated: 07-06-2023

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विषयांकित से सम्बंधित **संदर्भित** पत्र की प्रति सूचनार्थ, **मार्गदर्शन एवं अग्रेत्तर आवश्यक कार्रवाई हेतु प्रेषित** की जा रही है।

संलग्नक : यथोपरि।

Digitally Signed by Manoj Ku Choudhary
Date: 04-07-2023 18:15:22
Reason: Approved

(मनोज कुमार चौधरी)
सकाधि/ईएसएम
कृते महाप्रबंधक (का0)/हाजीपुर

**प्रतिलिपि :-** सकाधि (एम.पी.पी.)/पूमरे/हाजीपुर- कृपया पूमरे के वेबसाइट पर अपलोड कराने की व्यवस्था करें।

1989698/2023/O/o Dy.CPO/HQ/ECR

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Office of the Divisional Railway Manger
Personnel Department,
Eastern Railway, Asansol
Paschim Bardhaman,West Bengal-713301

No. 7/EO/Option/PI/Misc./23 Asansol dated 7th, June.' 2023.

GM(P)/E.C.Railway/Hazipur-844101,Bihar
DRM/E.C.Rly./DHN-826001, Jharkhand
DRM/E.C.Rly./DNR-801503, Bihar
DRM/E.C.Rly./MGS-232101, UP
PCPO/E.Rly./Kolkata
GM(P)/Metro Railway/Kolkata-16,CAO(Con),
DRM/E.Rly./HWH,SDAH,MLDT
CWM/E.Rly/LLH,KPA,JMP

Sub :- Option for filling up the post of Personnel Instructor (Ex-cadre) in Level-7 (GP- Rs.4600/-) under Principal/MDZTI/Bhuli at Dhanbad.

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Options are invited from the staff of Personnel Department (excluding Stenographer) for inducting 01 (one) Personnel Instructor (Ex-cadre post) in Level-7 of pay matrix (Corresponding to GP-Rs.4600/-) at the M.D.Zonal Training Institute/Bhuli at Dhanbad for imparting training on personnel matters to the trainees from various Branches who attend MDZTI/Bhuli.

1. For the post of Personnel Instructor in Level-7 of pay matrix (Corresponding to GP-Rs.4600/- in PB-2) the optees should be :-
   - In Level-7 of pay matrix (Corresponding to GP-Rs.4600/- in PB-2)
     OR
   - In Level-6 of pay matrix (Corresponding to GP-Rs.4200/- in PB-2)
2. Selected candidate in equivalent grade will be eligible to get teaching allowance @ 12% of basic pay. (Ref. RBE No.79/2019 and PCPO/E.Rly./ Kolkata's Serial Circular No. 115/2019)
3. However, candidates selected from the lower grade are not entitled for 12% teaching allowance.
4. Candidates who have been upgraded to Level-8 are also eligible to apply.
5. The lien of the selected staff will be maintained in his/her parent cadre of the Divn./ Unit./Rly.
6. If an Instructor is repatriated back to parent Div./Unit/Rly. after completion of his/her tenure, he/she may be allowed to give option of his/her choice of posting and the same should be considered as far as possible.
7. The mode of selection is Written Test(75 marks) & Classroom lecture trial(25 marks). [Ref. RBE No.79/2019]
8. The question paper will henceforth be 100% Objective multiple choice only and there shall be negative marking for incorrect answers. One third of the marks allotted for each question will be deducted for wrong answers. [ Ref.RBE No.196/2018]
9. Last date of receiving options at this Office of Eastern Railway, Asansol Division through proper channel is **07.07.2023.**

प्रमुकाधि
मुकाधि प्रशा
मुकाधि/आईआर
उप मुकाधि/राज
उप मुकाधि/मा
उप मुकाधि/आईआर
वकाधि
सकाधि
वरि. अधिकारी
सलाहकार (का)

1989698/2023/O/o Dy.CPO/HQ/ECR



10. The optees should fulfill the following condition :-

a) The optees should at least be a Graduate in any stream from a recognized University
b) The optees should have good knowledge in English and Hindi.
c) The age of optees should not be more than 55 years (Ref. RBE No.04/2021 and PCPO/E.Rly./ Kolkata's Serial Circular No.04/2021) as on the date of notification.
d) He/She must be well conversant with the Establishment matters including Codal provisions, IREM, HOER, Duty Roster, Labour Law etc. of the Railway and also Acts and Rules applicable in the Railway. The above referred subjects are only illustrative and not exhaustive.
e) He/She should have at least 10 years of experience of working in Personnel department.
f) The tenure of deputation of Instructor will not exceed 05 years in (Ref. of RBE No.04/2021 and PCPO/E.Rly./Kolkata's Serial Circular No.04/2021). However, the Administration may repatriate the selected candidate even earlier without assigning any reason.
g) Preference will be given to the staff possessing a Diploma in Personnel Management and/or Industrial Relations.

The applicants should apply in the given format (Annexure-'A') duly verified by Controlling Officer of Personnel Department.

All concerned are requested to give it wide publicity.

(Rajesh Kumar Paswan)
Assistant Personnel Officer-III
For Sr.Divisional Personnel Officer
Eastern Railway, Asansol.

Copy to : Principal/MDZTI/Bhuli/DHN, Pin-828104 & All Sectional In-charges/ASN for information & n.a please.

(Rajesh Kumar Paswan)
Assistant Personnel Officer-III
For Divisional Railway Manager
Eastern Railway, Asansol

1989698/2023/O/o Dy.CPO/HQ/ECR

(Annexure-'A')

**Application for the post of Personnel Instructor (ex-cadre) in Level-7 (7th CPC) under Principal/MDZTI/Bhuli/Dhanbad :-**

1. Name & Design :
2. Community :
3. Working under with station :
4. Present Pay & Level :
5. D.O.B :
6. D.O.A :
7. Educational Qualification :
8. Since when (date) working in Personnel Depatment :
9. Whether Diploma in Personnel Management and/ Or Industrial Relations (documents to be attached.)

Signature of the candidate with date.

Verified from service Record and found to be correc.

(Signature of the Controlling Officer with date & office seal)

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**Eastern Railway**

Office of the Divisional Railway Manger
Personnel Department,
Eastern Railway, Asansol
Paschim Bardhaman,West Bengal-713301

No. 7/EO/Option/PI/Misc./23

Asansol dated 2nd, June.' 2023.

GM(P)/E.C.Railway/Hazipur-844101,Bihar
DRM/E.C.Rly./DHN-826001, Jharkhand
DRM/E.C.Rly./DNR-801503, Bihar
DRM/E.C.Rly./MGS-232101, UP

PCPO/E.Rly./Kolkata
GM(P)/Metro Railway/Kolkata-16,CAO(Con),
DRM/E.Rly./HWH,SDAH,MLDT
CWM/E.Rly/LLH,KPA,JMP

Sub :- Option for filling up the post of Personnel Instructor (Ex-cadre) in Level-6 (GP- Rs.4200/-) under Principal/MDZRTI/Bhuli at Dhanbad.

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Options are invited from the staff of Personnel Department (excluding Stenographer) for inducting 01 (one) Personnel Instructor (Ex-cadre post) in Level-6 of pay matrix (Corresponding to GP-Rs.4200/-) at the M.D.Zonal Railway Training Institute/Bhuli at Dhanbad for imparting training on personnel matters to the trainees from various Branches who attend MDZRTI/Bhuli.

1. For the post of Personnel Instructor in Level-6 of pay matrix (Corresponding to GP-Rs.4200/- in PB-2) the optees should be :-
   - In Level-6 of pay matrix (Corresponding to GP-Rs.4200/- in PB-2) [Ref. RBE No.79/2019]
2. Selected candidate in equivalent grade will be eligible to get teaching allowance @ 12% of basic pay.
3. The lien of the selected staff will be maintained in his/her parent cadre of the Divn./ Unit./Rly.
4. When an Instructor is to be repatriated back to parent Div./Unit/Rly. after completion of his/her tenure, he/she may be allowed to give option of his/her choice of posting and the same should be considered as far as possible.
5. The mode of selection is Written Test(75 marks) & Classroom lecture trial(25 marks). [Ref. RBE No.79/2019]
6. The question paper will henceforth be 100% Objective multiple choice only and there shall be negative marking for incorrect answers. One third of the marks allotted for each question will be deducted for wrong answers.
7. Last date of receiving options at this Office of Eastern Railway, Asansol Division through proper channel is **07-07-2023**.

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8. The optees should fulfill the following condition :-

a) The optees should at least be a Graduate in any stream from a recognized University.
b) The optees should have good knowledge in English and Hindi.
c) The age of optees should not be more than 55 years (Ref. RBE No.04/2021 and PCPO/E.Rly./ Kolkata's Serial Circular No.04/2021) as on the date of notification.
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e) He/She should have at least 10 years of experience of working in Personnel department.
f) The tenure of deputation of Instructor will not exceed 05 years in (Ref. of RBE No.04/2021 and PCPO/E.Rly./Kolkata's Serial Circular No.04/2021). However, the Administration may repatriate the selected candidate even earlier without assigning any reason.
g) Preference will be given to the staff possessing a Diploma in Personnel Management and/or Industrial Relations.

The applicants should apply in the given format (Annexure-'A') duly verified by Controlling Officer of Personnel Department.

All concerned are requested to give it wide publicity.

(Rajesh Kumar Paswan)
Assistant Personnel Officer
For Sr.Divisional Personnel Officer
Eastern Railway, Asansol.

Copy to : Principal/MDZRTI/Bhuli/DHN, Pin-828104 & All Sectional in-charges/ASN for information & n.a please.

(Rajesh Kumar Paswan)
Assistant Personnel Officer-III
For Divisional Railway Manager
Eastern Railway, Asansol

1989698/2023/O/o Dy.CPO/HQ/ECR

(Annexure-'A')

**Application for the post of Personnel Instructor (ex-cadre) in Level-6 (7th CPC) under Principal/MDZTI/Bhuli/Dhanbad :-**

1. Name & Design :

2. Community :

3. Working under with station :

4. Present Pay & Level :

5. D.O.B :

6. D.O.A :

7. Educational Qualification :

8. Since when (date) working in Personnel Depatment :

9. Whether Diploma in Personnel Management and/ or Industrial Relations (documents to be attached.) :

Signature of the candidate with date

Verified from Service Record and found to be correct

(Signature of the Controlling Officer with date & office seal)