



East Central Railway
(Accounts Department)

Office of the
Principal Financial Adviser
Hajipur

No: ECR-HQ0ACCT(ADMN)/138/2020 (Computer No. 13605)

Date : 26.10.2021

NOTIFICATION

Sub: Selection to the post of Accounts Stock Verifier in G.P. Rs. 4200/- (Level 6).

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1. Applications are invited from Accounts Assistants/Jr. Accounts Assistants/Staff of Cash & Pay Department/Accounts Clerk/Jr. Shroffs for filling up **35 Posts (UR- 23, SC-07 & ST-05)** of Accounts Stock Verifier in Grade Pay Rs. 4200/- (Level 6) at ECR, Hajipur by the employees who have qualified in Appendix-2 (IREM) examination. The cut-off date for the selection is 26.10.2021.
2. This notification is for empanelment of staff and will be on the consideration of seniority and merit including fitness for outdoor works.
3. The order of preference shall be as under:-
 - a. Appendix 2(IREM) qualified Accounts Assistants in Grade Pay Rs. 4200/-.
 - b. In case of non availability of Appendix 2(IREM) qualified Accounts Assistants, Jr. Accounts Assistants in Grade Pay Rs. 2800/- who have rendered minimum service of two years, passed Appendix 2(IREM) exam and completed the probation period will be considered.
 - c. In case no volunteers from Accounts Assistants/Jr. Accounts Assistants are available, staff of Cash & Pay Department in Grade Pay Rs. 2400/- up to Rs. 4200/- who have passed Appendix 2(IREM) exam and rendered at least 05 years of service will be considered.
 - d. If eligible staff (i.e. Accounts Assistants/Jr. Accounts Assistants/Staff of Cash & Pay Department in Grade Pay Rs. 2400/- up to Rs. 4200/-) are not available, Appendix-2 (IREM) qualified Accounts Clerks in Grade Pay Rs. 1900/- with 05 years regular service in Accounts department will be considered.
 - e. In case volunteers from Appendix-2(IREM) qualified Accounts Clerks in Grade Pay Rs. 1900/- with 05 years regular service in Accounts department are also not available, Appendix-2(IREM) qualified Jr. Shroffs in Grade Pay Rs. 1900/- with 05 years service in Grade Pay Rs. 1900/- will be considered.
4. Persons selected for promotion to the rank of Accounts Stock Verifier will be eligible for confirmation on satisfactory completion of at least one year's officiating service as Stock Verifier and on passing thereafter a departmental examination i.e. Appendix-4 (IREM) examination.
5. **Persons selected for promotion to the rank of Accounts Stock verifier will be posted at their present place of posting i.e. Division/Unit. Otherwise, the applicants may also opt for 2 (two) preferred place of posting which is to be indicated under Sl. 14 of application form.**
6. The Appendix-4(IREM) exam will be such as to test the general familiarity with the various classes of stores and procedure followed in the Stores Depots and in the Accounts Office, and the practical knowledge of the procedure relating to the verification of stock and stores, adjustment arising from such verification and preparation and disposal of stock verification reports.

Handwritten signature and date: 26-10-21

7. The staff appointed as Accounts Stock Verifier will be required to pass the Appendix-4(IREM) examination within three chances to be availed within a period of four years of their joining of the post of Accounts Stock Verifier, failing which they will be reverted to the parent cadre.
8. It is requested that the above vacancies may be given wide publicity among the staff. Application of willing and suitable staff may be forwarded to this office on or before 26.11.2021 in enclosed Proforma (i.e. Annexure 'A') alongwith their APARs/Working Reports of last three years (i.e. 2018-19 & 2019-20 & 2020-21), D&AR Clearance and Medical fitness certificate issued from Railway Hospital. Applications received after due date will not be considered. The staff from SC/ST community are required to attach Caste Certificate with their applications.

[**Authority:** Note# 120 of file no. ECR-HQ0ACCT(ADMN)/138/2020 (Computer No. 13605)]

DA: As above.

(Arvind Kumar Sinha)
Sr.AFA/Admn
For Principal Financial Adviser

Copy to:-

1. Secy to PFA: For kind information of PFA
2. Pay & Accounts Officer/Rly Board/NDLS
3. FA&CAO/CON/MHX/PNBE
4. FA&CAO/TA/HJP
5. FA&CAO/WSF/HJP
6. FA&CAO/WP, MEW, DMH
7. Sr. EDPM/HJP
8. Dy. FA&CAO/G/T/F&B/S&W
9. Sr.DFM/DHN/DNR/MGS/SPJ/SEE
10. Chairman/RRB/Patna, MFP
11. AFA/RCT/Patna
12. Sr.AFA/Cash & Pay/HJP
13. Sr. AFA/AFA/Fin/Exp/EGA/ENGA/BGT/Books/PEN/Effy/PF/Insp/Audit/Tax Cell
14. Sr.AFA/AFA/PD/MGS,WS/SPJ,CRW/HRT
15. Sr. AFA/RE/DNR
16. Genl.Secy/ECRKU
17. Notice Board/Web portal

Arvind Kumar Sinha
26.11.21
For Principal Financial Adviser

Application for Selection to the Post of Accounts Stock Verifier

1. Name of the employee :
2. Father's Name :
3. Designation :
4. PF/Emp No. :
5. Office Working :
6. Date of Birth :
7. Category (UR/SC/ST) :
8. Grade Pay & Level :
9. Qualifications :
 - (a) Educational :
 - (b) Departmental :
 - (i) Appendix 2A with year :
 - (ii) Appendix 3A with year :
10. Date of Appointment as :
 - (a) AA :
 - (b) JAA :
 - (c) Accounts Clerk :
 - (d) Sr. Cashier/Hd. Shroff :
 - (e) Jr. Cashier/Sr. Shroff :
 - (f) Jr. Shroff :
11. (a) If the employee in Accounts Clerk, the Total No. of years of regular service in Accounts Department. :
(b) If the employee is Jr. Shroff the total No. of years of regular service in Grade Pay Rs. 1900/- :
12. Whether the employee is undergoing any penalty under D&AR/SPE/Vig Cases etc. :
13. Specific recommendations of the controlling officer as to his/her fitness for posting as SV including his fitness for outdoor duty. :
14. Preferred place of posting : (i)
(ii)

Date:

Signature of the Candidate

All the particulars of the applicant has been verified from Service Record and found correct.

Office Seal

Signature of the controlling officer
with Designation

Forwarded to the PFA/ECR/HJP with reference to notification No. **ECR-HQ0ACCT(ADMN)/138/2020 (Computer No. 13605) dated: 26.10.2021**

Handwritten signature and date: 26.10.21