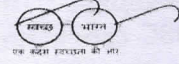




दक्षिण पूर्व मध्य रेलवे



SOUTH EAST CENTRAL RAILWAY

मुख्यालय, कार्मिक विभाग, रेलवे भर्ती प्रकोष्ठ, आर.टी.एस. कॉलोनी, बिलासपुर (छ.ग.) 495004
HEADQUARTER, PERSONNEL DEPARTMENT, RAILWAY RECRUITMENT CELL, R.T.S. COLONY, BILASPUR (C.G.) 495004
No. P-HQ/RRC/GDCE/01/2021/269 Date: 10.08.2021

Date of Issue: 11.08.2021

Closing Date: 10.09.2021 (23.59 Hrs.)

General Departmental Competitive Examination (GDCE)

GDCE Notification No. 01/2021

(Website: www.secr.indianrailways.gov.in → Recruitment → RRC Bilaspur → GDCE-01/2021)

- Online applications are invited from **all serving regular railway employees of South East Central Railway (SECR)** (excluding RPF/RPSF Personnel) for filling up vacancies against General Departmental Competitive Examination (GDCE) [EMPLOYEES WHO ARE TRAINEE/ SUBSTITUTE AND NOT REGULARISED ARE NOT ELIGIBLE TO APPLY]. The candidate must read all the instructions of this notification before filling the ONLINE application. **The lien of candidates should be maintained in SECR during whole recruitment process.**

Candidate should submit one application for one post. One candidate may apply for different posts, if eligible. However, separate application for each post to be submitted.

- The community wise breakup, medical category and required educational qualifications of the posts to be filled are indicated below:-

Cat. No.	Name of the post	Pay Level 7 th CPC	No. of Vacancies					Med. Std.	Minimum Educational Qualification
			UR	SC	ST	OBC-NCL	TOTAL		
1	Commercial - cum - Ticket Clerk	3	22	07	03	12	44	B2	12 th (+2 Stage) or its equivalent with not less than 50% marks in the aggregate. 50% marks is not to be insisted upon in case of SC/ST and candidates who possess qualifications higher than 12 th (+2 Stage).
2	Station Master	6	57	17	08	31	113	A2	Degree from recognized University or its equivalent.
3	Goods Guard	5	162	48	24	87	321	A2	Degree from recognized University or its equivalent.
Grand Total			241	72	35	130	478		

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3. **Age limit:** - The upper age limit will be 42 years for General candidates, 45 years for OBC candidates and 47 years for SC/ST candidates. The age will be reckoned as on 01.01.2022.

Age Group	Upper Date of Birth (Not earlier than)			Lower Date of Birth (Not later than)
	UR (18 to 42)	OBC- NCL (18 to 45)	SC/ST (18 to 47)	
	02.01.1980	02.01.1977	02.01.1975	01.01.2004

3.1 **PROOF OF AGE:**

Matric/SSC/HSSC Certificate or mark sheet indicating Date of Birth issued by Board or School Leaving/Transfer Certificate issued by School/College Authority. The Date of Birth mentioned by the candidates should also tally with Date of Birth entered as in his/her Service Record.

4. **Application Fee: NIL**

5. **GENERAL INSTRUCTIONS:-**

- 5.1) All regular employees possessing prescribed educational qualification for Direct Recruitment working in substantive grades lower than the grades/pay scale for which GDCE is being conducted are eligible to appear in GDCE.
- 5.2) All regular employees possessing prescribed educational qualification for Direct Recruitment working in same substantive grade/pay scale for which GDCE is being conducted are eligible to appear in selection for GDCE from Non-Safety to Safety category posts as well as Safety to Safety category posts.

For example:

Category No.	Notified posts	Eligible Employees (working in 7 th CPC substantive Pay Level)
1	Commercial - cum -Ticket Clerk	Level-1 and Level-2
2	Station Master	Level-1, Level-2, Level-3, Level-4, Level-5 and Level-6
3	Goods Guard	Level-1, Level-2, Level-3, Level-4 and Level-5

- 5.3) Candidates are not allowed to apply for the same post on which presently working.
- 5.4) The number of Vacancies shown in the notification are provisional and the same may increase or decrease depending upon the actual needs of the administration at the time of appointment.
- 5.5) Railway Administration reserves the right to alter the mode of examinations or re-conduct CBT/CBAT/written examination or to cancel part or whole of any process of recruitment at any stage.
- 5.6) The scheme of GDCE will be implemented according to the guidelines/extension of scheme issued by Railway Board, if any, in future and will be binding on all.
- 5.7) Selected candidates are liable to be posted anywhere on South East Central Railway.
- 5.8) The selected employees under GDCE will have to pass prescribed training courses

prior to appointment to the post for which they are selected under GDCE, wherever applicable.

- 5.9) The employees appearing in the CBT/CBAT/DV and medical examination are required to take their own leave and pass. Period of journey for the above exam will not be treated as duty and any kind of TA/DA/Conveyance Allowances will not be admissible.
- 5.10) RPF/RPSF Personnel are not eligible to apply for GDCE in terms of Railway Board's Letter No. E(NG)/2002/PM2/9 dtd.11.8.2003.
- 5.11) The candidates should ensure that their Name, Father's Name, Date of Birth (DOB), Caste, educational qualification as entered in application should tally with entries in their Service Record. If any discrepancy is found at any stage, their candidature will liable to be terminated.
- 5.12) Decision of the Railway Recruitment Cell, S.E.C.R., Bilaspur in the matter of selection will be final.

6. EDUCATIONAL QUALIFICATION:

Candidate should have requisite educational qualification mentioned in Item No. 2 from recognized educational Board or University or its equivalent. Candidates having higher educational qualification may also apply. Those candidates who are appearing in and/or awaiting results of final examination of minimum qualification at the time of applying for the notified posts are not eligible. Candidates should possess the requisite educational qualification before the closing date of notification and the same should also be endorsed in the Service Sheet of the employees.

7. RECRUITMENT PROCESS:-

- 7.1) Post-wise single stage written examination will be conducted ONLINE in computer (COMPUTER BASED TEST-CBT). The examination date will be notified and informed separately through website. Candidates should regularly visit SECR website www.secr.indianrailways.gov.in
- 7.2) Post-wise merit list will be formed for all the posts. Written examination will be of the level of RRB examination of notified posts. The question paper shall be of Objective Multiple Choice Type in English and Hindi only and likely to include questions pertaining to General Awareness, Mathematics, General Intelligence and Reasoning. For detailed syllabus, candidates should visit RRB website for notification for similar posts.
- 7.3) There shall be negative marking in written examinations and 1/3 of the allotted marks for each question shall be deducted for every wrong answer.
- 7.4) The date, time and venue of the written examinations (CBT) and aptitude test (CBAT) {Where applicable} will be fixed by RRC/Bilaspur and will be intimated to the eligible candidates in due course through SMS/email/SECR website. Request for postponement of the examination/Aptitude test and change of center/venue will not be entertained under any circumstances.

7.5) On qualifying written examination, candidates will be eligible for next stage of selection i.e. Aptitude Test/ Document Verification (whichever applicable) as per their merit. Aptitude Test (wherever applicable) will also be conducted ONLINE Computer Based Aptitude Test.

7.6) During document verification the candidate has to bring all necessary documents in original. After satisfactory document verification, the candidate will be considered for empanelment subject to fulfillment of other criteria and medical examination. The candidates recommended for appointment will have to pass requisite medical fitness test(s) conducted by the Railway Administration to ensure that the candidates are medically fit to carry out the duties connected with the post.

8. Stages of Exam

Cat. No.	Name of the post	Stage of Exam
1	Commercial - cum - Ticket Clerk	Written examination followed by document verification and Medical Examination.
2	Station Master	Written examination followed by Aptitude Test, document verification and Medical Examination.
3	Goods Guard	Written examination followed by document verification and Medical Examination.

9. HOW TO APPLY:

Eligible employees of South East Central Railway may apply ONLINE through website www.secr.indianrailways.gov.in

- 9.1) Candidates are required to go to the link provided for filling ONLINE application and fill up the personal details/BIO DATA carefully.
- 9.2) Candidates should ensure that their Name, Father's Name and Date of Birth match with the entries recorded in Matriculation or equivalent certificate.
- 9.3) Candidates are advised to indicate their personal mobile number and personal valid e-mail ID in the ONLINE application and keep them active during the entire recruitment process for communicating them.
- 9.4) Candidates are further advised to visit website of SECR frequently to get the latest information or any changes about this notification. The communication with the candidates will be made through website, SMS/e-mail only. Candidates are advised to provide only their own Mobile number/e-mail ID so that they receive such communication. No separate call letter for written test, Aptitude test and document verification will be sent to candidates. For those, they will be provided Link for downloading from SECR's website only.
- 9.5) A colour photograph of size 3.5cm x 4.5cm (The size of the photograph should be between 25-75 KB; not older than three months from the date of application) with clear front view of the candidate without cap and sunglasses should be uploaded. The Colour passport photo should be with white background and 80% of the photo should cover the face of the candidate. The photo should be only in JPEG format. Candidates may note that RRC may at any stage, reject the application for failing to upload photo or uploading old/unclear photo along with ONLINE application or for any significant

variations between photographs uploaded along with ONLINE application and physical appearance of the candidate. Candidates are advised to bring one copy of the same photograph along with Hall Ticket/e—Call Letter and original valid Photo ID at the time of examination. They are also advised to keep 4 copies of the same photograph for further use.

- 9.6) During submission of ONLINE application, a Unique Registration Number will be generated and issued to each candidate. Candidates are advised to preserve/note their Registration Number for further stages of recruitment process/correspondence.
- 9.7) Signature:-Running signature should be uploaded. Unsigned applications, signed in capital letters/ spaced out letters will be rejected.
- 9.8) Clear Left Hand Thumb impression (LTI) should be uploaded. Application without clear thumb impression is liable to be rejected.
- 9.9) To avoid last minute rush, candidates are advised in their own interest to submit ONLINE application much before the closing date.
- 9.10) Candidate should obtain at least 2 printouts of the applications and retain with him/her.

10. STEPS TO SUBMIT ONLINE APPLICATION:

- 10.1) Before filling up ONLINE application, candidates are advised to keep scanned copy in JPEG format of following documents ready with them:
 1. Passport size photograph.
 2. Scanned signature.
 3. Scanned Left Thumb Impression (LTI).
 4. Copy of self attested certificates in proof of date of birth, educational qualifications and caste (SC/ST/OBC) certificate in prescribed Central Govt. format.
- 10.2) Visit the website of SECR www.secr.indianrailways.gov.in – Recruitment – RRC Bilaspur - GDCE- 01/2021
- 10.3) Click on the “NOTIFICATION FOR GDCE- 01/2021” link.
- 10.4) Click on the “New Registration” link.
- 10.5) Fill in employee number (11 digit) and date of birth and click continue.
- 10.6) Fill in personal information and e-mail Address and Mobile number. On submission of required details an e mail/SMS will be received in the registered e mail ID/Mobile number. Open inbox of your registered e mail/SMS and note the registration number and password.
- 10.7) Login using the Registration number and password sent in the e-mail/SMS.
- 10.8) Follow the instructions and complete the registration process step by step.
- 10.9) Upload the scanned copy of photograph, signature, Left thumb Impression (LTI) and self-attested certificates in proof of date of birth, educational qualifications and caste (SC/ST/OBC).
- 10.10) Submit the application. Take 2 copies of print out of application.

11. INVALID APPLICATIONS:

The applications having any of the following deficiencies, discrepancies or irregularities will be summarily rejected:

- 11.1) Applications received after closing date.



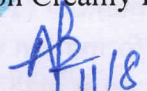
- 11.2) Application without proper scanned photograph.
- 11.3) Application without signature or with signature in capital letter/spaced out letters.
- 11.4) Left hand thumb impression is not uploaded or upload is blurred/smudged.
- 11.5) Only ONLINE applications are allowed, offline/hard copy of applications will be rejected.
- 11.6) Application without proper certificates in respect of Date of Birth, educational qualification and caste i.e. SC/ST/OBC. Certificate should be obtained from the appropriate authority in the prescribed Central Govt. format. (Candidates should possess the requisite educational qualification on or before the closing date of notification and the same should be endorsed in the Service Sheet of the employees.)
- 11.7) Any other deemed irregularity like discrepancy in Name/DOB/Father's name etc.

12. Important Instructions:-

- 12.1) Candidates who wish to be considered against vacancies reserved and/or seek age relaxation must submit/upload requisite caste certificate from the competent authority in the prescribed format (as given in Annexure; A, B & C) along with the application form itself. Otherwise, their claim for reserved status will not be entertained and the candidature/applications of such candidates fulfilling all eligibility conditions for General (UR) category will be considered under General (UR) category only.
- 12.2) In case wrong declaration/particulars given by the candidates, he/she is liable to be taken up under D&AR also.
- 12.3) Decision of the Chairman/Railway Recruitment Cell, Bilaspur in the matter of selection will be final.
- 12.4) In case of any doubt English version of the Notification will be valid.
- 12.5) Notification and submitted application format may be downloaded from the website www.secr.indianrailways.gov.in – Recruitment – RRC Bilaspur- GDCE-01/2021

ABBREVIATIONS USED

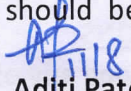
CBT- Computer Based Test, **CBAT** - Computer Based Aptitude Test
SC-Scheduled Caste, **ST**-Scheduled Tribe, **OBC**-Other Backward Classes
UR-Unreserved, **DV**- Document Verification, **NCL**- Non Creamy Layer


 (Dr. Aditi Patel)

Chairman, Railway Recruitment Cell/ SECR/ Bilaspur

- Copy to: 1) Secretary/SECR for kind information of General Manager.
 2) CAO/CON/SECR/BSP and all PHODs/CHODs/SECR/BSP
 3) DRMs BSP/R/NGP
 4) CWM/WRS/R, CWM/WS/MIB/NGP
 5) DRM (P)s BSP/R/NGP & WPOs- WRS/R, MIB/NGP, Dy.CMM/GSD/R
 6) General Secretary SECRMC, AISCSTREA/AIOBCREA/BSP.

It is requested that vide publicity of above notification should be given amongst employees of SECR.


 (Dr. Aditi Patel)

Chairman, Railway Recruitment Cell/ SECR/ Bilaspur

FORM OF CASTE CERTIFICATE FOR SC/ST

This is to certify that Shri*/Srimati/Kumari* Son/Daughter* of Shri/Smt. of Village/Town District/Division* of the State/Union Territory* belongs to the Caste*/Tribe which is recognised as a Scheduled Caste / Scheduled Tribe* (tick whichever is applicable) under:-

- *The Constitution Scheduled Castes Order 1950.
 - *The Constitution Scheduled Tribes Order 1950.
 - *The Constitution (Scheduled Castes) (Union Territories) (Part C States) Order 1951;
 - *The Constitution (Scheduled Tribes) (Union Territories) (Part C States) Order 1951;
 - [As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order 1956, the Bombay Re-organisation Act 1960, the Punjab Re- organisation Act 1966, the State of Himachal Pradesh Act 1970, the North Eastern Areas (Re-organisation) Act 1971 and the Scheduled Castes and Scheduled Tribes Orders, (Amendment) Act 1976]
 - *The Constitution (Jammu and Kashmir)* Scheduled Castes Orders, 1956
 - *The Constitution (Andaman and Nicobar Islands)* Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled *Tribes Orders (Amendment) Act, 1976
 - *The Constitution (Dadra and Nagar Haveli)* Scheduled Castes Order, 1962.
 - *The Constitution (Dadra and Nagar Haveli) Scheduled Tribes, Order, 1962
 - *The Constitution (Pondicherry) Scheduled Castes Orders, 1964
 - *The Constitution (Uttar Pradesh) Scheduled Tribes 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.
 - *The Constitution (Sikkim) Scheduled Castes Order, 1978
 - *The Constitution (Sikkim) Scheduled Tribes Order, 1978
 - *The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989.
 - *The Constitution (SC) Orders (Amendment) Act, 1990
 - *The Constitution (ST) Orders (Amendment) Ordinance Act, 1991
 - *The Constitution (ST) Orders (Amendment) Ordinance Act, 1996
 - *The Constitution (Scheduled Castes) Orders (Amendment) Act, 2002
 - *The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002.
 - *The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002.
2. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes Certificate issued to Shri/Srimati* father/mother* of Shri/Srimati/Kumari of Village/Town* in Distict/Division* of State/Union Territory* who belongs to the Caste*/Tribe which is recognized as a Scheduled Caste/ Scheduled Tribe in the State/Union Territory* issued by the dated. 3. Shri/Srimati/Kumari* and/or* his/her* family ordinarily reside(s) in Village/Town* District/ Division* of the State/ Union Territory* of

Place.....

Signature.....

Date.....

Designation.....

(with seal of Office)

State/ Union Territory.....

* Please delete the words which are not applicable.

@ Please quote the specific presidential order.

% Delete the Paragraph, which is not applicable

Note: (a) The term "ordinarily reside(s)" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950. Officers competent to issue Caste/Tribe certificates.

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner. 2. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate. 3. Revenue Officers not below the rank of Tehsildar. 4. Sub-Divisional Officer of the area where the candidate and / or his / her family normally reside(s). 5. Certificates issued by Gazetted Officers of the Central or of a State Government Countersigned by the District Magistrate concerned. 6. Administrator/ Secretary to Administrator (Laccadive, Minicoy and Admindivi Islands).

OBC CERTIFICATE FORMAT**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 Shri/Smt./Kumari.....son/daughter of
.....of Village/Town in
District/ Division in the State/Union Territory
.....belongs to the community which
is recognised as a Backward Class under the Government of India, Ministry of Social Justice
and Empowerment's Resolution No. Dated.....*.

Shri/Smt./Kum.* 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 persons/sections (Creamy layer) mentioned in column 3 (of the
Schedule to the Government of India, Department of Personnel & Training OM No.
36012/22/93-Estt(SCT), dated 8.9.1993 and modified vide Government of India, Department of
Personnel and Training O.M.No.36033/1/2013-Estt. (Res) dated 27.05.2013 and 13.09.2017**.

Date:

**DISTRICT MAGISTRATE /
DY. COMMISSIONER ETC.**

(Seal)

* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate 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.

DECLARATION**Annexure- C**

**Proforma for declaration to be submitted by Other Backward Class
Candidates at the time of document verification, who had applied for the
posts against GDCE Employment Notice No. - 01/2021**

"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 a 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 08.03.1993 and its subsequent revision through O.M.No.36033/1/2013-Estt. (Res)
dated 27 05.2013 and 13.09.2017.

Place:

Signature of the Candidate

Date:

Name of the candidate