



# RAILWAY RECRUITMENT BOARD, JAMMU-SRINAGAR & RAILWAY RECRUITMENT BOARD, CHANDIGARH

RAILWAY COLONY (WEST), JAMMU-180012

S.C.O. 78-79, SECTOR 8-C, CHANDIGARH - 160009

Website : www.rrbcdg.org



**Employment Notice No. RRB/J-S/CDG/JEN-01/2006**      **Date of Issue : 28.01.2006**      **Closing Date : 28.02.2006 (17.30 hrs.)**

Applications are invited from the citizens of India and from such other persons declared eligible by Ministry of Home Affairs, Govt. of India, for recruitment to the following posts of Northern Railway, in the prescribed format from eligible candidates. Selected candidates are, however, liable to be posted anywhere in Indian Railways.

### (A) VACANCIES FOR RRB, JAMMU - SRINAGAR, JAMMU ONLY

Cat. No.	Name of Post & Scale of Pay (RSRP)	Provisional Vacancies						Indenting Rly/ PU	Age in Years as on 01.07.2006	Exam. Fee (in Rs.) Med. Std.	Training Period Stipend (in Rs.)	Minimum Educational Qualification	Stages of Examination	Where to submit Application(s)
		UR	SC	ST	OBC	Total	ExSM*							
1.	Commercial Apprentice Rs. 5500-9000	05	01	01	02	09	01*	N. Rly.	18 to 33	Rs. 60/- C-1	2 Years 5000/-	Graduation from any recognised University.	1. Preliminary Exam 2. Final Exam 3. Verification	RRB/ Jammu

### SPECIAL RECRUITMENT DRIVE FOR SC/ST CANDIDATES FOR CAT No. 2 TO 7

#### SEPARATE APPLICATIONS FOR CAT No. 2 TO 7

2.	Technician-III (C & W) Rs. 3050-4590	Nil	Nil	05	Nil	05	Nil	N. Rly.	18 to 30	NA B-1	6 Months 3050/-	Course completed Act Apprenticeship/ ITI in Fitter Trade recognised by NCVT. Diploma/ Degree in Engineering will not be acceptable.	1. Written Exam 2. Verification	RRB/ Jammu
3.	Technician-III (Train Lighting) Rs. 3050-4590	Nil	Nil	09	Nil	09	Nil	N. Rly.	18 to 30	NA B-1	6 Months 3050/-	Course completed Act Apprenticeship/ ITI in Electrical/Electronics Trade recognised by NCVT. Diploma/ Degree in Engineering will not be acceptable.	1. Written Exam 2. Verification	
4.	Technician-III (Air Conditioning Mechanic) Rs. 3050-4590	Nil	Nil	01	Nil	01	Nil	N. Rly.	18 to 30	NA B-1	6 Months 3050/-	Course completed Act Apprenticeship/ ITI in Refrigeration & Air Conditioning Mechanic Trade recognised by NCVT. Diploma/ Degree in Engineering will not be acceptable.	1. Written Exam 2. Verification	
5.	Lineman-III (Power) Rs. 3050-4590	Nil	Nil	01	Nil	01	Nil	N. Rly.	18 to 30	NA B-1	6 Months 3050/-	Course completed Act Apprenticeship/ ITI in Electrical Trade recognised by NCVT. Diploma/ Degree in Engineering will not be acceptable.	1. Written Exam 2. Verification	
6.	Commercial Clerk Rs. 3200-4900	Nil	Nil	15	Nil	15	02*	N. Rly.	18 to 30	NA C-1	62(Working Days) 3200/-	Matriculation.	1. Preliminary Exam 2. Final Exam 3. Verification	
7.	Ticket Collector Rs. 3050-4590	Nil	26	17	Nil	43	04*	N. Rly.	18 to 30	NA B-2	43 Days 3050/-	Matriculation.	1. Preliminary Exam 2. Final Exam 3. Verification	

### (B) VACANCIES FOR RRB, CHANDIGARH ONLY

#### SEPARATE APPLICATIONS FOR CAT No. 8 TO 11

8.	Commercial Apprentice Rs. 5500-9000	12	05	02	08	27	03*	N. Rly.	18 to 33	Rs. 60/- C-1	2 Years 5000/-	Graduation from any recognised University.	1. Preliminary Exam 2. Final Exam 3. Verification	RRB/ Chandigarh
9.	Permanent Way Supervisor Rs. 4500-7000	03	01	Nil	02	06	01*	N. Rly.	18 to 33	Rs. 60/- A-3	1 Year 4500/-	B.Sc. with Physics & Maths, Engineering Diploma Holders in Civil will also be eligible.	1. Written Exam 2. Verification	
10.	Stenographer (Hindi) Rs. 4000-6000	19	05	03	01	28	03*	N. Rly.	18 to 30	Rs. 60/- C-1	NA NA	Matriculation, Stenography Speed in Hindi 80 Words per minute with dictation duration 10 minutes and transcription time 75 minutes.	1. Written Exam 2. Skill Test 3. Verification	
11.	Train Clerk Rs. 3050-4590	09	01	Nil	05	15	02*	N. Rly.	18 to 30	Rs. 40/- A-3	34 working days 3050/-	Matriculation with not less than <b>50% marks in the aggregate</b> , except in the cases of SC & Ex-SM candidates.	1. Preliminary Exam 2. Final Exam 3. Verification	

#### SINGLE APPLICATION FOR CAT No. 12 & 13

12.	Technician-III (Wireless) Rs. 3050-4590	02	Nil	Nil	01	03	Nil	N. Rly.	18 to 30	Rs. 40/- B-1	1 Year 3050/-	Matriculation and (a) ITI Certificate in Electrician/Mechanic Radio & TV/Wireless/ Telecommunication Trade and 1 year experience as Casual TCM/WM in S&T Deptt. Or (b) must be Casual TCM/WM for 3 years in S&T Deptt. Or (c) a pass in 10+2 stage in Higher Secondary with Maths and Physics.	1. Written Exam 2. Verification	RRB/ Chandigarh
13.	Technician-III (Tele) Rs. 3050-4590	04	01	Nil	02	07	01*							

- N.B.** A) \*Out of total vacancies, these vacancies are reserved for ExSM and selected ExSM candidates will be adjusted against vacancies in their respective community i.e. UR/ SC/ ST/ OBC, as the case may be.  
B) The above categories in this Employment Notice have been identified as unsuitable except cat. 10 for the persons with disabilities by respective Zonal Railways. However, the vacancies for disabled persons are not filled up through the Railway Recruitment Board but by the respective Zonal Railways directly.

- N.B.** a) Diploma in Railway Engg. from Institute of Permanent Way Engineers (India), Rail Bhawan, New Delhi will be an additional desirable qualification for Cat. No. 1 to 9 and 11 to 13.  
b) Diploma in Rolling Stock Engineering & Industrial Management from Institute of Rolling Stock Engineers, Manak Nagar, Lucknow, will be an additional desirable qualification for Cat. No. 2 & 3.  
c) Diploma in Rail Transport & Management and/ or Diploma in port Development & Management from the Institute of Rail Transport, Rail Bhawan, New Delhi, will be an additional desirable qualification for Cat. No. 1 & 8.

#### ABBREVIATIONS USED (In Alphabetical Order)

<b>AICTE</b> : All India Council for Technical Education	<b>OBC</b> : Other Backward Class
<b>Cat. No.</b> : Category Number	<b>PU</b> : Production Unit
<b>DA</b> : Dearness Allowance	<b>RCF/KXH</b> : Rail Coach Factory, Kapurthala
<b>DD</b> : Demand Draft	<b>Rly</b> : Railway
<b>ExSM</b> : Ex-Servicemen	<b>RRB</b> : Railway Recruitment Board,
<b>IPOs</b> : Indian Postal Order(s)	<b>RSRP</b> : Revised Services (Revised Pay)
<b>J-S</b> : Jammu - Srinagar	<b>SC</b> : Scheduled Caste
<b>Med. Std.</b> : Medical Standard	<b>ST</b> : Scheduled Tribes
<b>NA</b> : Not Applicable	<b>UPC</b> : Under Postal Certificate
<b>NCVT</b> : National Council for Vocational Training	<b>UR</b> : Un-Reserved
<b>N. Rly.</b> : Northern Railway	

#### SPECIAL NOTE

- This is a joint notification issued by Railway Recruitment Board, Jammu-Srinagar, Jammu & Railway Recruitment Board, Chandigarh.
- The Written Examinations for Categories 1 to 7 will be conducted by Railway Recruitment Board, Jammu-Srinagar, Jammu & Categories 8 to 13 will be conducted by Railway Recruitment Board, Chandigarh.
- The Written Examinations for Categories 12 & 13 will be conducted on same date(s). Qualification being common, a single application only is required to be sent for the concerned both categories (posts). Whether a candidate is applying for common categories together or for any single category, in both these cases, he/she should submit only one application in each case.
- Choice/ preference for post(s) in respect of categories mentioned in above para 3 of this special note is required to be exercised in Col. 1 of the application form. For Example,

Joint Application for Categories	Col. 1 of Common Application	Col. 2 of Common Application
12 & 13	1   2 & 1   3	Technician-III (Wireless) & Technician-III (Tele)

In these Columns, you have to fill the category no.(s) and post(s) in order of preference. As far as possible, successful candidates will be empanelled taking into account their preference for category(ies) as per their order of merit. However, RRB reserve the right to empanel successful candidates against a category at their discretion in case administrative needs to Indian Railways so warrant and such allotment shall be final & binding on the candidate(s).

#### 1.0 GENERAL CONDITIONS/ INFORMATION :

- a) The number of vacancies shown against each category of this Employment Notice are provisional

- and are liable to be increased or decreased or even may become 'Nil'. No consequential damage/ loss or refund of fee will be made to the applicant on this account.
- Only SC/ ST/ OBC candidates will be considered against vacancies reserved for SCs/ STs/ OBC respectively. Hence others need not apply against reserved vacancies.
  - SC/ ST/ OBC candidate(s) will have to fulfil the conditions prescribed for the general candidates with regard to age, education etc. in case he/ she applies against the unreserved vacancy. In such cases terms and conditions for payment of examination fee will remain the same as otherwise applicable to SC/ ST candidate(s).
  - Candidates recommended for appointment will have to pass the requisite Medical Fitness Test(s) as prescribed for the category.
  - Before applying for any post, the candidate should ensure that he/ she fulfils the eligibility and other norms mentioned above. The Railway Recruitment Board will be free to reject any application at any stage of the recruitment process, if the candidate is found ineligible for the post for which he/ she has applied. If appointed, such candidate is liable to be summarily removed from service.
  - The Candidate(s) must ensure that spellings of their Full Name, Father's Name and other particulars filled in the Application Form should be strictly in conformity with the original certificates. In case of any discrepancy, he/ she must produce amended certificates, duly authenticated, alongwith application form itself within closing date of Employment Notice failing which the candidature can be rejected at any stage of selection.
  - All male candidates can be enrolled in Territorial Army Service of the Railway Units or in such other units as may be laid down in this regard from time to time.
  - Selected candidates will be required to undergo training for the prescribed period as applicable. During the period of training, wherever prescribed, stipend or pay and allowance will be paid as admissible as per extant Railway rules.
  - Selected candidates will be required to pay an amount as "Security Deposit" if specified for the post concerned and wherever applicable. They may also be required to execute Indemnity Bond for agreement to serve the Railway Administration for the specified period, wherever applicable.
  - Various information, date, terms and conditions, mentioned in the Employment Notice can change due to Government or Judicial Order made subsequently.
  - Female candidates are also eligible to apply.
  - The candidates have to write full declaration of Column 10 of information sheet i.e. "I hereby declare that I have carefully gone through the eligibility criteria for the post applied for and meet all the conditions therein; that all the statements made by me in the application are true and complete to the best of my knowledge and belief and nothing has been concealed or suppressed. I also understand that in case, any of my statements is found untrue during any stage of recruitment or thereafter shall disqualify me for the post applied for and/or I shall be liable for any other action under the extant rules. **Failure to comply with this instruction will render a candidate ineligible.**
  - The Caste Certificate issued by the Competent Authority must be in the format prescribed by Govt. of India and it should be in English/ Hindi only.
  - Candidates belonging to the OBC but under the 'Creamy Layer' and thus being not entitled to the benefit of reservation of posts of OBC, should indicate their community as 'UR'.
  - Each candidate should send only one application for a post (category). Candidates submitting two or more applications for a post (category) will not be considered and their application(s) will be rejected. Even if such a candidate gets selected inadvertently, he/ she will not be offered appointment later on.
  - If more than one application of the same candidate (even for different posts) or more than one application of different candidates (even for the same post), are received in one envelope, all the applications are liable to be rejected. In nut shell, one envelope should contain only one application.
  - Candidates trying to use influence or unfair means would be disqualified from the selection.

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- r) In case of impersonation, the concerned candidate will be handed over to the Police Authorities and will be debarred from the examination of all the RRBs forever.
- s) A candidate who takes away the Answer Sheet(s)/Question Booklet or indulges in misbehaviour at the examination centre, his/ her candidature will be cancelled.
- t) Signature of the candidate at the end of the application and below the pasted photograph must be either in English or Hindi. The specimen signature in the application, below the pasted photograph and signature later in the call letter, Attendance Sheet, Answer sheet on the date of examination or in other records, shall be in same style and languages. If any difference is noticed his/ her candidature will be cancelled.
- u) IF CALLED FOR THE WRITTEN EXAMINATION, CANDIDATES SHOULD NOT MARK ANSWERS ON QUESTION BOOKLET. IN CASE OF VIOLATION HIS/ HER CANDIDATURE WILL BE CANCELLED.
- v) IN THE WRITTEN EXAMINATION, CANDIDATES ARE ALSO REQUIRED TO COPY THE PARAGRAPH GIVEN IN THE QUESTION BOOKLET AT THE SPECIFIED SPACE THEREIN, IN RUNNING HANDWRITING IN THE SAME LANGUAGE IN WHICH THEY HAVE WRITTEN THE DECLARATION IN THE APPLICATION FORM, FAILING WHICH THEIR CANDIDATURE WILL BE CANCELLED.
- w) Successful candidate(s) in the written examination are liable for re-test at the time of document verification if the concerned Railway Recruitment Board so decides.
- x) This recruitment is for those candidates, who are fit to qualify the prescribed medical standards.

## 2.0 SALARY AND OTHER BENEFITS :

The Monthly emoluments on initial appointment will be on minimum of pay scale plus D.A. admissible from time to time. In addition, the employee will get House Rent Allowance and City Compensatory Allowance depending on the place of posting. The candidates selected will be absorbed after successful completion of training wherever prescribed. They will be considered in due course for promotion to higher grades according to rules/ orders in force from time to time.

## 3.0 SELECTION PROCESS

### A) MODE OF SELECTION

- i) The selection will be made on the basis of written examination. For the post of Commercial Apprentice (Cat. 1 & 8), Commercial Clerk (Cat. 6), Ticket Collector (Cat. 7) and Train Clerk (Cat. 11) there will be two stage written examination. First Stage (Preliminary Examination) will be a qualifying examination to select the candidates for Second Stage (Main Examination). For the post of Stenographer (Hindi) (Cat. 10), the written examination will be followed by skill test.
- ii) **NEGATIVE MARKING :** There will be negative marks for wrong answers. More than one answer to a question, crossed out, re-written or overwritten answer(s) will be treated as wrong answer(s).
- iii) Merely satisfying the educational qualification and the age prescribed will not constitute a right to be called for written examination. The candidates must also fulfil other conditions/ requirements given in the Employment Notice.
- iv) Request for postponement of the examination and change of centre/ venue will not be entertained.
- v) The RRB at its discretion may hold additional written test(s)/ skill test/ aptitude test(s) and/ or interview(s) or hold re-examination or cancel a part or whole of the written test(s) and/ or skill test(s).

**Note :** Admission to the written examination is provisional. In case, a candidate does not fulfil all the requirements prescribed in the Employment Notice, his/ her candidature is liable to be cancelled even at a later stage, when deficiency is noticed.

### B) SYLLABUS & MEDIUM OF EXAMINATION :

- i) **Syllabus :** The syllabus for the written examination will generally be in conformity with the educational standards and/ or technical qualifications prescribed for the various posts. The written examination for all categories will consist of objective type questions with multiple choice. Questions on General Knowledge and current affairs, Language Hindi and/ or General English, General Intelligence, Mathematics and/ or on concerned subjects of technical posts may be asked. Only selected candidates will be intimated about their selection.
- ii) **Medium of Examination :** The Question paper will be bilingual i.e. in Hindi and English. The candidates have the options to attempt questions either in Hindi or English.

## 4.0 APPOINTING AUTHORITY :

Names of the candidates finally selected by the Railway Recruitment Board will be forwarded to the Appointing Authority for arranging offers of appointment subject to availability of vacancies at that time and fulfilment of other eligibility conditions viz. Educational Qualification, Age Limit, Police Verification etc. and candidates being found medically fit. The decision of the appointing authority will be final and binding on the candidates.

## 5.0 AGE LIMIT AND PERMISSIBLE RELAXATION :

The lower and upper age limits are indicated against each category. The age will be reckoned as on **01.07.2006**. The upper age limit is, however, relaxable as under, subject to the submission of the requisite certificate :-

- a) By 5 years for Scheduled Caste/ Scheduled Tribe candidates for vacancies reserved for them.
- b) By 3 years for OBC candidates for vacancies reserved for them.
- c) Serving group 'C' and 'D' Railway Staff, who have put in at least three years continuous service, will be eligible upto age limit of 40 years in case of General candidates, 43 years in case of OBC candidates and 45 years in case of SC/ ST candidates.
- d) The upper age limit in the case of widows, divorced women and women judicially separated from their husbands, who are not remarried, shall be relaxed upto the age of 35 years in case of General candidates, 38 years in case of OBC and 40 years for SC/ ST candidates.
- e) In the case of staff of Quasi Administrative Offices of Railway Organizations such as Railway Canteen, Railway Institutes and Railway Co-operative Societies, relaxation of age will be given to the extent of service rendered by them subject to a maximum of 5 years and upper age limit of 35 years.
- f) The Upper age limit is relaxable for Ex-Servicemen up to the extent of service rendered in Armed Forces plus 3 years, provided they have put in a minimum of 06 months service after attestation. Upper age limit of Ex-Servicemen should however be up to the age of 40 years in case of Apprentice categories of this Employment Notice. Age relaxation is also admissible if Ex-Serviceman has to serve for not more than One Year for completing the requisite period, for release from Defence services.
- g) For five years to those who have been residing in J&K state between **01.01.1980 to 31.12.1989**.
- h) Upper age limit in case of a candidate who is a course completed Act Apprentice shall be relaxed to the extent of period for which the Apprentice had undergone training as per the normal period of training as laid down in the Apprentices Act.

## 6.0 FREE RAILWAY PASSES :

- a) Free Second Class Railway Passes as and where admissible will be issued to SC/ ST candidates, when they are called for written test/ skill test/ Aptitude Test/ Interview (as applicable)/ Verification of original Documents, from nearest Railway Station of their residence. Candidature will be cancelled for misuse of the Railway Pass. All other candidates called will have to appear at their own cost.
- b) A candidate who submits forged caste certificate for securing eligibility and/ or obtaining privileges, including free travel for appearing in an examination, shall be liable not only for cancellation of his/ her candidature for the particular recruitment for which he/ she has applied, but he/ she would also be debarred for appearing in any examination conducted by any Railway Recruitment Board all over the country, for a period of 2 years.

## 7.0 EXAMINATION FEES AND POSTAL EXPENSES (BOTH NON-REFUNDABLE) :

The Examination Fee is mentioned in the vacancy table. The examination fee should be paid by Un-Reserved and OBC candidates in the form of crossed Indian Postal Order(s) from any Post Office or A/C Payee Demand Draft from any Nationalised Bank drawn in favour of **The Assistant Secretary, Railway Recruitment Board, Jammu - Srinagar, Jammu payable at JAMMU for Category No. 1 and The Assistant Secretary, Railway Recruitment Board, Chandigarh payable at CHANDIGARH for Categories 8 to 13**. Validity of Bank Draft should be minimum six months. The candidate must write his/ her Name, Full Address, Category No., Post and Employment Notice No. on the reverse of the IPO(s)/ DD. If IPO(s)/ DD are/ is drawn in favour of RRB other than one to whom application has been made, the application will be rejected. Candidates belonging to SC/ ST/ Ex/Sm are fully exempted from payment of examination fee.

### NOTE :

- i) A candidate is free to make the payment of Examination Fee by way of Indian Postal Order(s) or Bank Demand Draft.
- ii) Fee once paid will not be refunded or adjusted against any other category or any future examination under any circumstances.
- iii) Examination fee is not refundable under any circumstances including time barred/ rejected/ debarred applications.
- iv) IPO(s)/ DD obtained earlier than the date of issue or/ and later than the closing date of the Employment Notice will not be accepted.
- v) Applications received with Cash/ Cheque/ Central Recruitment stamps/ Money Orders will not be

accepted and will be treated as rejected.

## 8.0 HOW TO APPLY :

- a) Candidates should carefully read the instructions and fill the application form. **Application shall be made on good quality white plain paper of A-4/ Full scape size in specified format neatly typed/ photostat.** The format should be in conformity with the format as given in the Employment Notice. Candidates purchasing printed Application Forms from the market should ensure that the application form conforms to the format given in the Employment Notice. Applications in some other format or not having complete details are liable to be rejected. No representation or correspondence for such rejection shall be entertained. If any wrong entry is made by the candidate in his/ her application form on account of mistake in the printing of application form, then such application will be rejected. **Candidate may download the application format from RRB Chandigarh website i.e. www.rrbcdg.org or get it photocopied from the Employment Notice.**
- b) **The application should be filled in candidate's own handwriting only on one side of the paper, duly signed and dated. Application filled in by anybody other than the applicant will be rejected.**
- c) The candidate should furnish six specimen signatures three each in Hindi and English at the place provided in the application format for this purpose. Signature of the applicant must be specific so that the same may not be copied. Signature in CAPITAL letters or in initials will not be accepted and the application having such type of signature will be summarily rejected. The signature of the applicant at the end of the application and his specimen signatures should all be identical and there should be no variation. The signature should be in Hindi and/ or English and not in any other language. The signature in different languages at different places, in different styles at different places, etc. will render the application invalid and liable for rejection.
- d) The application form as per the prescribed format should be filled only in Hindi or English language strictly observing the instructions given in the Employment Notice and indicating the correct category number. It is essential to write full address with city, district, state and PIN code. However, in the address column, the candidate should not write his name and father/ husband's name again.
- e) Applicants should note that only international form of numerals (i.e. 1,2,3..... etc.) should be used while filling up the application form and take care that entries made in the application form are clear, legible and without erasing(s) or overwriting(s).
- f) One latest passport size photograph (not more than one month old) firmly pasted on the application in the space provided should be sent. A clear photograph only should be pasted. The photograph should not be sullied or defaced at the time of pasting as it is computer scanned during the stage of application-processing. Applications with sullied or defaced photographs shall be summarily rejected. Photostat copy of the photo should not be used.
- g) Only photostat copies of the certificates, and not originals, in Proof of Caste/Community and Discharge Certificate in case of Ex-Servicemen, duly attested by a Gazetted Officer, should be enclosed. Particulars printed on the back side of the caste/community, discharge certificates should also be photocopied and attested invariably. **Self attested copies of the certificates will not be accepted.**
- h) **Candidates may note that he/she must possess the requisite qualification for the post applied for on the closing date of Employment Notice i.e. 28.02.2006 and that candidates acquiring such qualification after the last date of application shall not be considered eligible.**
- i) It should be clearly understood that the enclosures should be sent alongwith the Application. If any of the enclosures is sent separately, it will not be connected to the application and in such case, the application will stand rejected for want of copies of certificates.
- j) Candidates applying for more than one category should submit separate application for each category in separate envelopes with separate requisite fee.
- k) **Whom to Address the application(s) :**

Group	Cat. Nos.	Application(s) to be addressed & submitted to
A) Vacancies for RRB, Jammu-Srinagar, Jammu.	1 to 7	The Assistant Secretary, Railway Recruitment Board, Railway Colony (West), Jammu-180 012
B) Vacancies for RRB, Chandigarh.	8 to 13	The Assistant Secretary, Railway Recruitment Board, SCO 78-79, Sector 8-C, Chandigarh-160 009

The cover should be clearly superscribed in bold LETTERS preferably in Red Ink "APPLICATION FOR THE POST OF \_\_\_\_\_ CAT. NO. \_\_\_\_\_ EMPLOYMENT NOTICE NO. RRB/J-S/CDG/JEN-01/2006". In addition to the above, candidates belonging to Scheduled Castes, Scheduled Tribes and Other Backward Class should clearly superscribed 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.

- l) The candidates should send his/ her application duly filled in alongwith required documents by ORDINARY POST ONLY, so as to reach the concerned Railway Recruitment Board within the closing date positively OR alternatively the cover containing the application can be personally deposited in the box provided for the purpose in the office of concerned Railway Recruitment Board during working hours on or before the closing date.
- m) Speed Post/ Courier/ Registered Post (with or without AD) will not be acknowledged. However, Postal/Courier authorities will be asked to drop the envelope(s) into the box kept in the office of concerned Railway Recruitment Board for the purpose and only thus such Applications will be deemed to have been deposited in the box provided at RRBs for the purpose.
- n) The RRBs 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 the concerned RRB during working hours on or before the closing date.
- o) **Those candidates, who are debarred from appearing in any of the RRBs exam, need not apply unless their debarment period expires upto the Closing date. Their application shall not be entertained on the grounds of such debarment.**
- p) **Serving Employees :** Candidates working in Government or Public Sector Enterprises/ Undertaking including Railways should send their application through proper channel of the concerned department. The application should be submitted by the candidate well in advance so that after being forwarded by the department, it reaches the office of the RRB during working hours on or before the closing date. The last date for receipt of applications by RRB will not be extended on account of delay in transmitting the applications by the concerned office. In case of delay expected in forwarding their applications by the department, they may send an advance copy of application with prescribed fees & other enclosures to the RRB clearly indicating "Advance Copy" on top of the application.
- q) Candidates hailing from J&K State and applying for Cat. 1 to 7 only also have the option to send their application forms complete in all respects so as to reach the office of the Director, Employment, J&K Govt., Jammu/ Srinagar atleast one week in advance from the closing date. The Director, Employment, J&K Govt., Jammu/ Srinagar will in turn send the same to the office of the Railway Recruitment Board, Jammu - Srinagar, Jammu on or before closing date.
- r) Nearest Railway Station should be nearest to the City/ Village mentioned in the correspondence address in Col. 9 of the APPLICATION FORM. If any far away 'nearest Railway Station' is mentioned the application is liable to be rejected.

## 9.0 QUALIFICATIONS :

The candidates should have certificates alongwith Mark Sheets of requisite Academic/ Technical Qualification from recognised University/ Institution before the closing date of submission of applications. **THEY SHOULD BE IN POSSESSION OF AT LEAST PROVISIONAL CERTIFICATE OF THE REQUISITE QUALIFICATION ALONGWITH MARK SHEETS. MARK SHEETS ARE NECESSARY BUT THEY ALONE ARE NOT ACCEPTABLE. THOSE WHO ARE AWAITING RESULTS OF THEIR FINAL EXAMINATION NEED NOT APPLY.**

## 10. ENCLOSURES REQUIRED WITH THE APPLICATION :

The following documents are to be firmly stitched alongwith the application form.

- a) Valid crossed Indian Postal Order(s)/ Bank Demand Draft for the values as explained in vacancy table, should be kept on top of the application. Counterfoils should be retained safely by the applicant for future reference, if any.
- b) Caste/ Community Certificates as per Govt. of India latest norms in case of SC/ ST/ OBC candidates. This should be signed not below the rank of the District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/ First Class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Asstt. Commissioner (not below the rank of First Class Stipendiary Magistrate) Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate/ Revenue Officer not below the rank of Tehsildar and Sub-Divisional Officer of the area where the candidate and/ or his family normally resides. Caste Certificate of SC/ ST should be strictly as per Annexure 'A' and OBC as per Annexure 'B'.
- c) Attested Photostat copy of Discharge certificate in the case of Ex-Servicemen. The certificate should bear the date of attestation also.
- d) Requisite certificate of change in name, if required.
- e) "No Objection Certificate" from the present employer.

**Note : All documents/ enclosures must be stitched/ tagged and not stapled with the application.**

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**11. LAST DATE FOR RECEIPT OF APPLICATION :**

The last date for the receipt of applications in the office of the Railway Recruitment Board is 17.30 hrs. on **28.02.2006**. The last date for receipt of application from the candidates residing abroad, Andaman & Nicobar, Lakshadweep Islands is **15.03.2006**. Applications received after the closing time and date will not be considered. The Notice regarding holding of Written Test/ Skill Test/ Aptitude Test, Interview (wherever provided) and verification will be given in important Newspapers/ Employment News and intimation will be sent separately also through UPC. The Candidates in their own interest should keep in touch with the Newspapers/ Employment News. Every effort shall be made by the Board to intimate the candidates regarding holding of Written Test/ Skill Test/ Aptitude Test, Interview (wherever provided) and verification in time. The Board, however, shall not be responsible for any postal delay, wrong delivery or loss in transit.

**12. INVALID APPLICATIONS :**

The applications, with the following type of discrepancies, will be treated as invalid and rejected without any intimation to the candidates.

- a) Applications, without photograph.
- b) Applications not in the prescribed format and size mentioned in this Employment Notice.
- c) Applications which are incomplete or illegible. Applications in which the post and the category number is not indicated at the prescribed place or these are not matching.
- d) Applications of under/ over aged candidates.
- e) Applications not filled in by the candidates in his/ her own handwriting.
- f) Applications filled in a language other than Hindi/ English.
- g) Applications received before the date of issue & later than the closing date of Employment Notice.
- h) Applications wrongly addressed or wrongly delivered.
- i) Applications without proper attested caste certificates in case of SC/ST/OBC Candidates.
- j) Applications without Discharge Certificates/NOC in the case of Ex-Servicemen.
- k) Applications without signatures and/ or specimen signatures.
- l) Applications bearing signatures in CAPITAL letters/ initials/ different language at different places/ in different styles at different places, etc.
- m) Bunch of applications sent in one envelope.
- n) In case of UR/ OBC candidates, applications without Indian Postal Order(s)/ Demand Draft or with insufficient value of IPO(s)/ DD.
- o) IPO(s)/DD made payable at a place other than Jammu/Chandigarh (as the case may be).
- p) IPO(s)/DD purchased earlier than the date of issue or later than the closing date of the Employment Notice.
- q) Applications with Photostat copies of certificates not attested by a Gazetted Officer or with illegible attestation or self-attested. Handwritten copies of certificates although attested will not be entertained.
- r) Applications without handwritten matter (full declaration of column 10 of information sheet) in the running hand of the candidate in same Col. in the information sheet.
- s) Applications without thumb impression at the specified place in the application form besides Col. 14 & under Col. 10 of information sheet.
- t) Applications, without identification marks in column no. 12 of application form.
- u) Applications which are considered invalid in the opinion of the Railway Recruitment Board due to non-compliance of instructions.
- v) Applications for community other than notified.
- w) Any other irregularities.

**13. CHANGE OF ADDRESS :**

The candidates should in their own interest arrange with their Post Office for re-direction of any communication from the RRB to their new address, if any.

**14. RECRUITMENT BOARDS DECISION FINAL :**

- a) The decision of the Railway Recruitment Board, in all matters relating to eligibility, acceptance or rejection of the application(s), issue of free travelling authority/ Railway Passes, penalty for false information, mode of examination/ interview, selection and cancellation of selection proceedings before the declaration of final results will be final and binding on the candidates. No enquiry or correspondence will be entertained in this connection.
- b) The Railway Recruitment Board is not responsible for its inadvertent error, if any.
- c) For any legal dispute, the jurisdiction will lie at Central Administrative Tribunal, Chandigarh.

**15. INSTRUCTIONS FOR EX-SERVICEMEN ONLY :**

- 15.1 **Definition of an Ex-serviceman :** A person who has served in any rank (whether as a combatant or as a non-combatant) in the Regular Army, Navy and Air Force of the Indian Union, and
  - a) A person 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 of reduction in establishment; OR
  - d) who has been released from such service after completing the specific period of engagement otherwise than at his own request or by way of dismissal or discharge on account of misconduct or in-efficiency, and has been given a gratuity, and
  - e) Includes personnel of the Territorial Army, of the following categories, namely :
    - i) pension holders for continuously embodied services;
    - ii) persons with disability attributable to military service; and
    - iii) gallantry award winners;AND shall not include a person who has served in the Defence Security Corps, General Reserve Engineer Force, Lok Sahayak Sena and other Para Military Forces.
- 15.2 **Qualification Relaxation :** An Ex-Serviceman after fifteen (15) years of service, with Matric & Army Class I Examination certificate (equivalent in Navy and Air Force) is eligible for posts tenable by Graduates provided the relevant certificate issued by the Military Authority, authenticating the same, is attached with the application. For technical equivalence, Ex-Servicemen are advised to refer to "Directory of Equation of Service Trade with Civil Trades and Guide to Registration of Defence Service applicants for employment" issued by the Directorate General of Employment and Training, Ministry of Labour, Govt. of India, at the nearest Zila Sainik Board.
- 15.3 **Age :** Please see Para 5.0 (f) above.
- 15.4 Persons serving in the Armed Forces in the Indian 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 specified term of engagement (one year would reckon upto **27.02.2007**) and avail themselves of all concessions available to Ex-Servicemen, but shall not be permitted to leave the uniform until they complete the specified term of engagement in the Armed Forces of the Indian Union.
- 15.5 Ex-Servicemen candidates who have already secured employment under the Central Government in Group C/D will be permitted the benefit of age relaxation as prescribed for Ex-Servicemen for securing another employment in a higher grade or cadre in Group C/D under Central Government. However, such candidates will not be eligible for the benefit of reservation for Ex-Servicemen in Central Government Jobs.
- 15.6 Sons/ Daughters/ Wards of Ex-Servicemen are not eligible to be considered for the posts reserved for Ex-Servicemen.
- 15.7 The applications should be submitted direct to the Railway Recruitment Board and not through Rajya/ Zila Sainik Boards.
- 15.8 **Fees Exemption :** Please see para 7 above.

**IMPORTANT: Beware of the unscrupulous persons who may misguide the candidates with false promises of getting them selected for the job, on illegal consideration. The recruitment process in the RRB exams is fully computerized and the selection is based purely on the merit of candidates.**

CHAIRPERSON/ RRB/ J-S/ JAMMU AND CHAIRMAN/ RRB/ CHANDIGARH

"INDIAN RAILWAYS AT YOUR SERVICE"

ANNEXURE - 'A'

**PROFORMA OF CASTE CERTIFICATE FOR SC / ST CANDIDATES**

The candidates are required to obtain caste certificates in the proper proforma from the competent Authority and produce the same at the time of verification failing which he/ she may be disqualified. This is strictly required vide chapter 13 of the Brochure (Published by Govt. of India, Ministry of Personnel, Public Grievances & Pensions Department of Personnel Training, New Delhi). As a large number of candidates are producing certificates issued by authority different from the competent authority they are advised to comply with the instructions.

**FORM OF CASTE CERTIFICATE**

(Form of certificate to be produced by a candidate belonging to Scheduled Castes or Scheduled Tribes in support of the claim.)

This is to certify that Shri/ Smt./ Kum\* ..... Son/ Daughter\* of ..... of Village/ Town\* ..... in the District/ Division\* ..... of the State/ Union Territory\* ..... belongs to the ..... Caste/ Tribe\* which is recognised as a Scheduled Caste/ Scheduled Tribe\* under:

- \* The Constitution (Scheduled Castes) Order, 1950.
- \* The Constitution (Scheduled Tribes) Order, 1950.
- \* The Constitution (Scheduled Castes) (Union Territories) Order, 1951.
- \* The Constitution (Scheduled Tribes) (Union Territories) Order, 1951.
- (As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order) 1956, the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North - Eastern Areas (Reorganisation) Act, 1971 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976.)
- \* The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956;
- \* The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959, as amended by the Scheduled castes and Scheduled Tribes order (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 Order, 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 and Kashmir) Scheduled Tribes Order, 1989.
- \* The Constitution (Scheduled Castes) Order (Amendment) Act, 1990.
- \* The Constitution (Scheduled Tribes) Order (Amendment) Act, 1991.
- \* The Constitution (Scheduled Tribes) Order Second Amendment Act, 1991.

- \*2. This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes certificates issued to Shri/ Smt./ Kum\* ..... Father/ Mother\* of Shri/ Smt./ Kum\* ..... of village/ town\* ..... in District/ Division\* ..... of the State/ Union Territory ..... who belong to the ..... Caste/ Tribe\* which is recognised as a Scheduled Caste/ Scheduled Tribe\* in the State/ Union Territory\* ..... issued by the ..... (Name of prescribed authority) vide their No. .... dated .....
- \*3. Shri/ Smt./ Kum\* ..... and/ or\* his/ her\* family ordinarily reside(s) in village/ town\* ..... of District/ Division\* of the State/ Union Territory\* of .....

Place : ..... Signature .....  
Dated : ..... Designation .....  
(with seal of office)  
State / Union Territory\* (with seal of office)

(\* Please delete the words which are not applicable) (\* Please quote specific Presidential Order) Delete the Paragraph which is not applicable.

**Note :** The term "Ordinarily resides" used here will have the same meaning as in section 20 of the Representation of the Peoples Act, 1950.

**List of authorities employed to issue certificates of verification.**

- 1. District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Deputy Collector/ 1st Class Stipendiary Magistrate/ City Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner. (Not below the rank of 1st class Stipendiary Magistrate). 2. Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate. 3. Revenue Officer not below the rank of Tehsildar. 4. Sub-Divisional Officer of the area where the candidate and/ or his family normally resides. 5. Administrator/ Secretary to Administrator/ Development Officer (Lakshadweep Islands).

ANNEXURE - 'B'

**PROFORMA FOR OTHER BACKWARD CLASSES**

Form of certificates to be produced by Other Backward Classes applying for appointment to Posts Under the Government of India.

This is to certify that Shri/ Smt./ Kum ..... Son/ Daughter of ..... Village/ Town ..... District/ Division ..... in the ..... State ..... belongs to the community ..... which is recognised as a backward class under -

- (i) Resolution No. 12011/68/93-BCC (C) dtd. 10th September 1993, published in the Gazette of India Extraordinary Part-I, Section-1, No. 186 dtd. 13th September, 1993.
- (ii) Resolution No. 12011/9/94-BCC dtd. 19th October, 1994, published in the Gazette of India Extraordinary Part-I, Section-1, No. 163 dtd. 20th October, 1994.
- (iii) Resolution No. 12011/7/95-BCC dtd. 24th May, 1995, published in the Gazette of India Extraordinary Part-I, Section-1, No. 88 dtd. 25th May, 1995.
- (iv) Resolution No. 12011/44/96-BCC dtd. 6th December, 1996, published in the Gazette of India Extraordinary Part-I, Section-1, No. 210, dtd. 11th December, 1996.
- (v) Resolution No. 12011/68/93-BCC published in the Gazette of India - Extraordinary No. 129, dated 8th July, 1997.
- (vi) Resolution No. 12011/12/96-BCC published in the Gazette of India - Extraordinary No. 164, dated 1st Sept., 1997.
- (vii) Resolution No. 12011/99/94-BCC published in the Gazette of India - Extraordinary No. 236, dated 11th Dec., 1997.
- (viii) Resolution No. 12011/13/97-BCC published in the Gazette of India - Extraordinary No. 239, dated 3rd December, 1997.
- (ix) Resolution No. 12011/12/96-BCC published in the Gazette of India - Extraordinary No. 166, dated 3rd Aug., 1998.
- (x) Resolution No. 12011/68/93-BCC published in the Gazette of India - Extraordinary No. 171, dated 6th Aug., 1998.
- (xi) Resolution No. 12011/68/98-BCC published in the Gazette of India - Extraordinary No. 241, dated 27th Oct., 1999.
- (xii) Resolution No. 12011/88/98-BCC published in the Gazette of India - Extraordinary No. 270, dated 6th Dec., 1999.
- (xiii) Resolution No. 12011/36/99-BCC published in the Gazette of India - Extraordinary No. 71, dated 4th April, 2000.

Shri/ 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 & Training O.M. No. 36012/22/93-Estt (SCT) dtd. 08.09.1993.

Place : ..... District Magistrate / Deputy Commissioner etc.  
Date : ..... (with seal of office)

**NB :** (a) The term "ordinary" used here will have the same meaning as Section 20 of the Representation of the Peoples Act, 1950. (b) The authorities competent to issue caste certificates are indicated below :-  
(i) 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 (not below the rank of 1st class Stipendiary Magistrate). (ii) Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate. (iii) Revenue Officer not below the rank of Tehsildar and (iv) Sub-Divisional Officer of the area where the candidate and / or his family resides.

Continued...

