North Eastern Railway

Office of the
General Manager (P)
Gorakhpur

No. Ka/59/Post Creation/Non-Gazetted/ZRTI-Gazipur/VI Dated .3.2018

1. The General Manager, Northern Railway, Baroda House, New Delhi.
2. The General Manager, North Central Railway, Allahabad.
3. The General Manager, North Western Railway, Jaipur.
4. The General Manager, East Central Railway, Hajipur.
5. The General Manager, North East Frontier Railway, Maligaon, Gauhati.
6. The General Manager, Eastern Railway, Kolkata.
7. The General Manager, South Eastern Railway, Garden Rich, Kolkata.
8. The General Manager, East Coast Railway, Chander Shekherpur, Bhaubaneshwar.
9. The General Manager, Central Railway, CSTM, Mumbai.
10. The General Manager, Western Railway, Church Gate, Mumbai.
11. The General Manager, West Central Railway, Jabalpur.
12. The General Manager, South East Central Railway, Bilaspur (Chhattisgarh).
13. The General Manager, South Western Railway, Hubli (Karnataka).
14. The General Manager, South Central Railway, Secundrabad.
15. The General Manager, Southern Railway, Chennai.
16. The General Manager, Rail Coach Factory, Kapurthala.
17. The Chief Administrative Officer(R), Diesel Loco Modernization works, Patiala.
18. The General Manager, Rail Coach Factory, Rai Bariley, Kishanganj, New Delhi.
19. The General Manager, Diesel Locomotive Works, Varansi.
20. The General Manager, Chittaranjan Locomotive work, Chittranjan (W.B.).
21. The General Manager, Integral Coach Factory, Perambur (Chennai).
22. The General Manager, Rail Wheel Factory, Yelahanka, Bangalore.
23. The General Manager, Metro Rail, Kolkata.
24. The General Manager, Northern Frontier Railway, (Const).
25. The General Manager, CORE, Allahabad.
26. The General Manager, RDSO, Lucknow.
27. The Director General, Railway Staff College, Vadodara.
28. The Chief Administrative Officer, COFMOW, Tilak Bridge, New Delhi.
29. The Chief Administrative Officer, FOIS, Chanakyapuri, New Delhi.
30. The Chief Administrative Officer, IRCOAF, Laxmi Nagar, Delhi.
31. The Chief Administrative Officer, (Const.), Kashmere Gate, Delhi.
32. The Director, IRIMEE/Jamalpur.
33. The Chief Project Manager, IRPMU, Shivaji Bridge, New Delhi.
34. The General Secretary, IRCA, New Delhi.

Sub : Regarding filling up of 26 non-gazetted post for ZRTI-Gazipur in Operating Department.

The notification is issued for filling up of 26 non-gazetted posts created for ZRTI-Gazipur in Operating Department. The categories are as under-

Group "C"-12 Posts

S.N.	Name of Posts	Level (Grade Pay)	No. of Posts
1	Chief Office Suprintendent	Level-7 (4600)	01
2	Sr. Clerk	Level-5 (2800)	02
3	Jr. Clerk	Level-2 (1900)	03
4	Confidential steno for Principle	Level-7 (4600)	01
5	Confidential steno for Examination & Confidential Section	Level-7 (4600)	01
6	Hostel Superintendent	Level-7 (4600)	01

7	Janitor/wardon	Level-5 (2800)	01
8	Librarian	Level-7 (4600)	01
9	Sr. Translator	Level-7 (4600)	01
		Total	12

Group "D"-14 Posts

S.N.	Name of Posts	Level (Grade Pay)	No. of Posts
1	Hostel Chaukidar	Level-1 (1800)	04
2	Officers Peon	Level-1 (1800)	02
3	Office Peon	Level-1 (1800)	02
4	School Chaukidar	Level-1 (1800)	04
5	Khalasi	Level-1 (1800)	02 (1 Hostel + 1 School)
		Total	14

The above posts are to be filled up on options of willing staff of All Indian Railways.

1. The lien of the transferred staff will be continued to be maintained in the parent Railways till closure of the cadre and accordingly, all promotional aspects will progress their.
2. The last date of submission of option is **30.04.2018**. No option will be entertained after this date.
3. The administration will have the right to short list the candidates after screening as per its own requirement the working knowledge & experience of staff. Hence, merely option will not confer any right on them for automatic transfer.
4. Screening of applications will be conducted immediately after the cut off date and acceptance will be issued as per policy guidelines outlined by the administration until desired vacancies are filled up.
5. Those who are working in Ex Cadre will not be eligible for these posts.
6. Staff whose options are accepted would not normally be returned on administrative account unless there is serious reason of misconduct etc.
7. The option form should be routed through the Personnel Department along with photocopy of APAR's. **No advance copy will be entertained**.
8. Notification is available on NER website, **ner.indianrailways.gov.in**
9. Those incumbent who are working on Ex-Cadre posts are eligible only after completion of Cooling period.
10. Application should be forwarded by Parent Cadre Controlling Authority/ Personnel Department.
11. It is essential to have at least 02 years service experience in same Post.
12. It is desirable that candidate should have computer knowledge and skills and 10 years service experience in Indian Railway.

It is hereby requested to please circulate to all concerned unit under your control inviting options from willing staff and same to be forwarded to this office by **30.04.2018**. as per above procedure. It should be ensured that the option once exercised by the willing staff and acceptance issued by this organization will be treated as Final and staff will have to be released without fail. So, that the posting of the staff be immediately ensured for ZRTI-Gazipur in Operating Department.

DA: As above.

9.3.18

(Gopal Prasad Gupta)
Assistant Personnel Officer/HQ
For General Manager (P)

Copy for kind information -

1. Secy. to G.M., North Eastern Railway, Gorakhpur.
2. All HOD, North Eastern Railway, Gorakhpur.
3. GM/Vig., North Eastern Railway, Gorakhpur.
4. All Extra Divisonal Officer, North Eastern Railway, Gorakhpur.
5. All CWM, North Eastern Railway.
6. Sr. DPO, North Eastern Railway, IZN, LJN & BSB.

9.3.18

For General Manager (P)

Application-cum-option FORM for joining in ZRTI-GAZIPUR in OPERATING Department of

North Eastern Railway

(Ref: No. Ka/59/Post Creation/Non-Gazetted/ZRTI-Gazipur/VI, Dated .6.2017)

Attested photograph

1. The Category for which option is exercised .....
2. Name (IN CAPITAL LETTER's) .....
3. Father's Name .....
4. Designation/Trade .....
5. PF Number/Ticket No./PRAN No. .....
6. Department .....
7. Present place of posting .....
8. Date of Birth .....
9. Date of Initial Appointment .....
   (On regular basis)
10. Date of appointment/promotion in present grade on regular basis .....
    (with length of service) .....
11. Education Qualification .....
12. Technical Qualification .....
13. Whether SC/ST/OBC .....
14. Contact No. .....
15. DAR/Vigilance/SPE Clearance .....
16. Clearance that not involved in any Litigation .....
17. Punishment/Penalty/(if any) .....
18. Grading of APAR's of last 3 years (Where application).....
    (i.e. year ending 31.03.2017, 31.02.2016, 31.03.2015)

(Signature of the applicant)

Date :

DA : attached photocopy of SR, Leave record and APAR of last 03 years.

This option should be forwarded by controlling officer and should be sent by the personnel department with a covering letter with an attested copy of service record, leave record, APAR's and DAR/Vig. clearance.