

N.E. RAILWAY

OFFICE OF THE  
DIVISIONAL RAIL MANAGER (P)  
VARANASI  
dated 21-6-2019

No. Ka/Opt./254/ZRTI/Trg. Center/ Selection/18,  
The All BOs, North Eastern Railway/ Varanasi.

Sub: Regarding filling up of non- gazetted post for ZRTI/Gazipur in operating department.

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


S.No.	Name of the posts	Level (Grade Pay)	No. of Posts
1	Hostel Superintendent	Level -7 (4600)	01
2	Janitor/ Warden	Level-6 (4200)	01

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

1. The lien of the transferred staff will be continued to be maintained in the parent Railways/ Departments till closure of the cadre and accordingly, all promotional aspects will progress their.
2. The last date of submission of options is 15-7-2018 . 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 requirements the working knowledge & experience of staff. Hence, merely option will not confer any right on them for automatic transfer.
4. Screening of application 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.
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 to all concerned unit under your control inviting options from willing staff and same to be forwarded to the office by 30-6-2018 .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.

  
Assistant Personnel Officer  
For Divisional Rail Manager (P)  
Varanasi

Copy to for kind information-

1. General Manager (P) NER/ Gorakhpur
2. All HOD/ NER/ Gorakhpur
3. General Manager (Vig.) NER/ Gorakhpur
4. Divisional Rail Manager, BSB/ NER.
5. Addl. Divisional Rail Manager, BSB/NER.

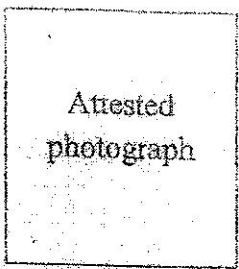
6. सुगातिं वापु अन्तेन

  
Assistant Personnel Officer  
For Divisional Rail Manager (P)  
Varanasi

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(Ref: No. Ka/59/Post Creation/Non-Gazetted/ZRTI-Gadipur/VI, Dated 6.2.2017)

- 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. EY/DA/DA/DA/SPE Clearance .....
- 16. Whether involved in any litigation .....
- 17. Punishment/Penalty (if any) .....
- 18. Drawing of APAR's of last 3 years (Where applicable) .....
- (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.