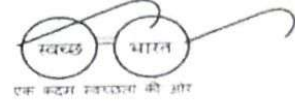




दक्षिण पूर्व मध्य रेलवे  
South East Central Railway



मुख्यालय, कार्मिक विभाग, प्रथम तल, महाप्रबंधक कार्यालय, बिलासपुर (छ. ग.) 495004  
HEADQUARTER, PERSONNEL DEPARTMENT, 1<sup>st</sup> FLOOR, GM's OFFICE, BILASPUR (C.G.) 495004

No.P-HQ/CON/453/ELTC/318

Date 29.12.2021

PCEE, CAO (Con), CEE (Con)/SECR  
CWM/WRS/R, & MIB/NGP, DRM (P) BSP, R & Nagpur  
Dy CMM (GSD) Raipur, Dy.CPO (Con)/BSP  
WPO(WS) WRS/Raipur & APO/ MIB/Nagpur

### NOTIFICATION

Sub – Filling up of post of Principal / Electric Loco Training Centre (ELTC) USL/BSP

\*\*\*

Applications are invited for filling up the one (01) post of Principal, Electric Loco Training Centre (ELTC) USL/Bilaspur from amongst the Electrical Officers who are working as JAG (ad-hoc) /JAG /SG in (PB-3 ₹ 15600-39100/- +GP ₹.6600/-+ charge allowance or GP ₹.7600/-) Pay Matrix Level-11 or Pay Matrix Level -12 or (PB-4 ₹.37400-67000/-+GP ₹.8700/-) Pay Matrix-Level -13 in South East Central Railway.

Srl.No.	Training Institute	Category/post	No of post
1	ELTC/USL/BSP	Principal (JAG/SG)	01

The application form, as per attached Annexure "A" should be forwarded through proper channel by the concerned Personnel department and should reach to this Office in a bunch **on or before 29.01.2022**. The application form should reach the Personnel department of respective Divisions/Workshop on or before **05.02.2022**. While forwarding the applications the Personnel department should verify all the service particulars as per eligibility criteria and make out a consolidated statement giving details as per enclosed proforma. All concerned are advised to give wide publicity among the Officers working under their control.

#### Eligibility criteria and terms & conditions: -

1. The IRSEE Officers working in Electrical department in SECR can only apply for the post of Principal/ELTC/USL/BSP.
2. The IRSEE Officers working in the JAG (ad-hoc) /JAG/SG Officers in (PB-3, ₹ 15600-39100/-+GP ₹.6600/-+charge allowance or GP ₹.7600/-) Pay Matrix Level-11 or Level 12 or (PB-4 ₹.37400-67000/- +GP ₹ 8700/-) Pay Matrix Level-13 are only eligible to apply for the post of Principal / ELTC.
3. The normal tenure of the Principal will be 03(three) years. The tenure of the Principal shall not exceed 04(four) years in any case and any circumstances.
4. The post of Principal will be filled- up by conducting screening / viva-voce by the nominated Selection Committee.

5. The selection/suitability will be adjudged by the Selection Committee nominated by the competent authority. The Selection Committee will assess the applicants keeping in view their Record of Service, Educational qualification, Professional background and competence and the attributes of Good communicator, Sensitive to and concerned with the needs of people, Self starter and motivator, Patient and resilient, Open minded and perceptive, Honest, Committed & motivated etc.
6. The Officers so selected will be sent back to their former post as and when the tenure is completed or repatriated early by the administration.
7. The Officers so selected for the post of Principal for training centre will be granted Training Allowance at the rate of 15% of the basic pay in the revised scale of pay.
8. The training allowance will be admissible to the officers without any ceiling and not form the part of pay as defined in FR (9) (21) (2003) (21)-R-II but, however, will count for the purpose of leave salary.
9. Since the Principals are granted training allowance, they will not be entitled to special pay / deputation (duty) allowance or CDTA.
10. The application form as prescribed in **Annexure-'A'** the Officers working in the HQrs office should be sent directly to Dy CPO/Gaz for scrutiny.
11. Divisions / Units are advised that careful scrutiny of all the applications may be ensured and applications of eligible candidates only may be forwarded to HQrs Office on or before **05.02.2022**.

**The notification is also available in S E C Railway web site.[http \ www.secr.indian railways.gov.in](http://www.secr.indian railways.gov.in).**

  
(Neeraj Anand)  
Dy Chief Personnel Officer (Gaz)  
for Principal Chief Personnel Officer

Copy forwarded for information to:-

1. Secretary to GM/SECR: for information please.
2. PS to AGM/SECR : for information please.
3. Sr.DPO/Bilaspur, Raipur & Nagpur/SECR
4. Dy CPO/Con/Bilaspur WPO/WRS/Raipur & APO/MIB/Nsgpur
5. GS/SECROA
6. GS /SECRMC/BSP
7. GS/SECRPOA, Notice Board.

  
29/12/21  
for Principal Chief Personnel Officer

Annexure "A"

Application proforma for the post of Principal / ELTC/USL/BSP.

Srl. No	Particulars	Details
1	Name of the Officer	
2	Father's Name	
3	Designation /Scale	
4	Station /Office /Unit	
5	HQ/ Division	
6	PF. No	
7	Community (UR/ST/SC)	
8	Educational /Technical Qualification	
9	Post applied	
10	Date of Birth	
11	Date of appointment	
12	Initial appointment post & grade	
13	Present post and scale holding on regular basis/substantive grade/ad-hoc basis.	
14	Date of promotion to the present post on regular basis /substantive grade / ad-hoc basis.	
15	Professional background i.e. working experience	
16	Remarks. if any	

Place:

Date:

Signature of the Officer

It is hereby certified that above information is correct and verified from the available records and the Officer fulfills the eligibility conditions prescribed for the post.

Signature and Designation  
of the Controlling Officer  
with Seal