

NORTHEAST FRONTIER RAILWAY
RECRUITMENT AGAINST SCOUTS & GUIDES QUOTA FOR THE YEAR 2014-15
EMPLOYMENT NOTICE No. 01/2014
Closing Date & Time: 15.09.2014 (17:30 hours)

In order to fill up 2 posts in GP ` 1900 and 10 posts in GP ` 1800 against Scouts & Guides quota for the year 2014-15, applications are invited from eligible candidates. Candidates having no Scout/Guide qualifications, as prescribed below, need not apply.

Sl. No.	Grade Pay	Pay Band	No. of Posts	Qualification & Eligibility Conditions (as on 01.01.2015)		
				Age Limit as on 01.01.2015	Educational Qual.	Scout & Guide Experience
1	` 1900	` 5200-20200	2	(in years) UR: 18 to 33 OBC: 18 to 36 SC/ST: 18 to 38	At least Matriculation or equivalent with minimum 50% marks in aggregate. Not applicable to SC/ST candidates and all other candidates (irrespective of community) who possess higher qualification - such as HSC/Intermediate/Graduation/Post Graduation etc.	a) Must be a President's Scout/Guide/Rover/Ranger OR Himalayan Wood Badge Holder OR A Pre-HWB Trained Scout Leader/Advanced Trained Guide/Leader/ Captain. b) Should have been an active member of Scouts Organization for at least 3 (three) years in the recent past and should continue to be active i.e. from April 2010 onwards. c) Should have attended at least one event at National Level and one or two events at State Level OR Should have a good record of participation in Scouts/Guides activities at Unit/District Level.
2	` 1800	` 5200-20200	10 *	(in years) UR: 18 to 33 OBC: 18 to 36 SC/ST: 18 to 38	Matriculation or ITI or equivalent.	
* 2 (two) posts per Railway Division viz., Tinsukia, Lumding, Rangiya, Alipurduar & Katihar.						

1. CONDITIONS AND PROCEDURE:

- (i) Necessary testimonials concerning Scouts & Guides activities up to the date of application, along with copies of certificates regarding age, qualification, etc. – all duly attested by a Gazetted Officer should be enclosed along with the application.
- (ii) Two self-addressed envelopes (size 24cm x 10cm) with Rs. 6/- postage stamp affixed on each envelope and sent along with the application. (SC/ST candidates need not send such envelopes.)
- (iii) **PHOTOGRAPHS:** Three copies of recent passport size photographs in proper uniform duly signed on the front side top – one should be pasted on the application and two copies (also signed on top) should be clipped along with the application form.
- (iv) There is no provision of community-wise reservation against Scouts & Guides quota recruitment. However, SC/ST/OBC candidates should enclose necessary certificates for upper age relaxation and future benefit of reservation subject to their appointment on the Railway. OBC candidates should submit certificate that they do not belong to the 'creamy layer'.
- (v) Applications are to be made only in the specific form as given below. Items No. 1 to 7 should be filled in English only.
- (vi) Candidates found suitable and appointed on the Railway shall have to undergo training as specified and applicable to the particular post.
- (vii) Higher fixation of pay will not be admissible to candidates appointed against Scouts & Guides quota.

2. **WHOM TO ADDRESS:**

- (a) For post in GP ` 1900 : Sr. Personnel Officer (Recruitment), N. F. Railway HQ, Maligaon, Guwahati – 781 011, District Kamrup, Assam.
- (b) For post in GP ` 1800 : Applications to be sent to the respective divisions (as shown under)

For Katihar Division	Sr. Divisional Personnel Officer, Office of the DRM, NF Railway, Katihar, PO & District Katihar (Bihar) PIN – 854 105
For Alipurduar Division	Sr. Divisional Personnel Officer, Office of the DRM, NF Railway, Alipurduar Jn., PO Alipurduar, District Jalpaiguri (West Bengal) Pin-736 123
For Rangiya Division	Divisional Personnel Officer, Rangiya, Office of the DRM, NF Railway, PO Rangiya, District Kamrup (Assam) PIN – 781 354
For Lumding Division	Divisional Personnel Officer, Office of the DRM, NF Railway, Lumding, PO Lumding, District Nagaon (Assam) PIN – 782 447
For Tinsukia Division	Divisional Personnel Officer, Office of the DRM, NF Railway, Tinsukia, PO & District Tinsukia (Assam) PIN – 786 125

- (c) Application for post in GP ` 1900 (in the prescribed format) with necessary enclosures should be sent **by ordinary post only** OR be dropped by hand in the APPLICATION BOX kept in the Recruitment Section, CPO's Office, NF Railway HQ, Maligaon, Guwahati. Similarly, application for post in GP ` 1800 should be sent **by ordinary post only** OR be dropped by hand in the APPLICATION BOX kept in the offices of the respective divisional HQs.
- (d) Application must reach the proper address by 17:30 hours on or before **15.09.2014**. (Last date for candidates residing in Andaman & Nicobar Islands, Jammu & Kashmir, Lahaul & Spiti Districts, Pangi Sub-Division in Chamba District of Himachal Pradesh, Lakshadweep and abroad, is 25.09.2014)
- (e) The top of the envelope containing the application should clearly indicate **“APPLICATION AGAINST SCOUTS & GUIDES QUOTA, E. N. No. 01/2014: COMMUNITY:”**
- (f) For post in GP ` 1800, date of written examination will be intimated by the division concerned.

3. **PAYMENT OF EXAMINATION FEE:**

- (a) All applications should be accompanied by crossed Indian Postal Order (IPO) of ` 100/- (for Grade Pay- ` 1900) and ` 40/- (for Grade Pay- ` 1800) only as examination fee. The IPO should be drawn in favour of **FA&CAO/NF Railway**, and payable at **Maligaon Post Office, Guwahati – 781 011**. Candidates must write their names & full address in the IPO. The examination fee is not refundable under any circumstance.
- (b) **FEE EXEMPTION:** Female candidates and candidates from SC/ST, minorities* and economically backward classes** are exempted from payment of examination fee.
* A '**minority**' means Muslim, Christian, Buddhist, Sikh and Zoroastrian (Parsi).
** '**Economically backward classes**' will cover candidates whose family income is less than ` 50,000 per annum.
- (c) The following officers are authorized to issue income certificate for the purpose of identifying economically backward classes:
(i) District Magistrate or any other Revenue officer up to the level of Tehsildar
(ii) Sitting Member of Parliament of Lok Sabha for persons of their own constituency
(iii) BPL Card or any other certificate issued by Central Government under a recognized poverty alleviation programme or 'Izzat' MST issued by Railways
(iv) Union Minister may also recommend for any persons from anywhere in the country
(v) Sitting Members of Parliament of Rajya Sabha for persons of the district in which these MPs normally reside
- (d) The income certificate issued by the authorities mentioned in para 3(c) above must be as per format given at **Annexure 'A'** enclosed herewith and issued on the letterhead of the issuing authority.

4. **PROCEDURE OF RECRUITMENT:**

- (a) Candidates, who are found eligible, will be assessed on the basis of written test, qualifications in Scout & Guide over and above the minimum prescribed eligibility conditions and Personality Test/Interview.

(b) **DISTRIBUTION OF MARKS:**

SN	PARTICULARS OF TEST AND SCOUT & GUIDE ACTIVITY	Max. Marks
1	Written Test (50 objective questions as per syllabus given in the notification with multiple choice of answers.	50
2	Scout & Guide qualification over and above the minimum prescribed eligibility conditions.	35 (total)
	a) Participation in International Events (one event - 5 marks; two or more events - 7 marks)	7
	b) Participation in National Events/National Jamboree (No marks for first event as it is the minimum eligibility condition; for first additional event - 5 marks and two or more additional events - 7 marks)	7
	c) Participation in Jamboree on Indian Railways (one event - 5 marks and two or more events - 7 marks)	7
	d) Events/Rallies attended at State Level (one event- 5 marks; two or more events - 7 marks)	7
	e) Specialized Scout/Guide course, Pioneerering/Mapping and Standard Judging Course, Vocational Craft Course (one course - 5 marks; two or more courses - 7 marks)	7
3	Personality Test/Interview	15
Total Marks		100

(c) The number of candidates to be called for Personality Test/Interview will be equal to 5 times the number of vacancies. All candidates who score equal marks at the lowest cut-off mark (within the five times limit) will be called for Personality Test/Interview.

5. **MEDICAL EXAMINATION:** Final appointment of duly selected candidates will be subject to their fitness in the medical examination by Railway Medical Authority prior to their appointment.
6. **COMPULSORY ENCLOSURES:** Attested photocopies of (i) Age proof certificate, (ii) Educational/technical qualification, (iii) Scout/Guide qualification, (iv) SC/ST/OBC Certificate, (v) Event Participation Certificates & (vi) Other qualification certificates.
7. **IMPORTANT INSTRUCTIONS:**
- (i) The decision of the NF Railway Administration in all matters relating to eligibility, acceptance or rejection of applications etc. will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection.
 - (ii) The NF Railway Administration does not undertake any responsibility of replying to candidates who are not selected or not called for written examination/interview.
 - (iii) Application should be filled CORRECTLY by the candidate in his/her own handwriting. If any discrepancy is found, the application can be rejected at any stage of the selection.
 - (iv) Unsigned/incomplete applications will be summarily rejected.
 - (v) IPOs issued before the date of publication of this Employment Notice will not be acceptable and the application will be rejected.
 - (vi) Applications received with cash/cheque/Central Recruitment Stamps and Money Orders will not be acceptable.
 - (vii) Candidature of candidate who fail to appear for the written test, interview and other selection procedures on the date and place fixed for the purpose, will be cancelled without further notice.
 - (viii) Application may be filled in English or Hindi only but items no. 1 - 7 should be filled in English only.
 - (ix) Only attested copies may be sent with the application form. (Original certificates are to be produced only at the time of interview if found eligible.)
 - (x) Certificates or photographs received separately, subsequent to the receipt of application will not be accepted.
 - (xi) Selected candidates will be liable to serve any post/any department anywhere in the Railway subject to training courses, if any so prescribed.
 - (xii) **CANVASSING:** Canvassing in any form, misbehavior, misconduct on the part of the candidate is prohibited and indulgence of such practice will be viewed seriously. The candidature of such candidates will be summarily rejected and no correspondence will be entertained in the matter. The decision of the Competent Authority in the matter shall be final and cannot be questioned in any forum.

Annexure- I

SYLLABUS FOR GP ` 1900/- :-

History of Scouting/Guiding, Law & Promise Organization – Distt. & State Level; Training Centre- Distt. & State Level; Knowledge of Books; Scouting for Boys/Guiding for Girls in India; Motto, Left Hand Shake; Salute, Prayer, Flag song, National Anthem, Know the National & Scouting Flags; Social Services at various occasions; Hiking; Proficiency Badges, How these are earned?, Stages in Scouting/Guiding. Thinking day; Progressive Training of Scouts/ Guides/ Rovers/Rangers, Pioneerering, Handicraft, Indian Railway Jamborette, National Jamboree, Jamboree on the Air. Organization at National level, National Training Centre, WAGGGS /WOSM - Uprashtrapati Award Competition; Prime Minister Shield Competition; Community Development Programmes; Aims and method of Scouting; How Scouting is useful in producing better Citizens?

Annexure- II

SYLLABUS FOR GP ` 1800/-:-

History of Scouting/Guiding, Law & Promise, Organization – ‘Distt. & State Level’; Training Centre- Distt. & State Level; Knowledge of Books; Scouting for Boys/ Guiding for Girls in India; Motto Left Hand Shake; Salute; Prayer, Flag song; National Anthem; Know the National & Scouting Flags; Social Services at various occasions; Hiking; Proficiency Badges, How these are earned?, Stages in Scouting/Guiding. Thanking day; Progressive Training of Scouts/ Guides/ Rovers/Rangers; Pioneerering; Handicraft; Indian Railway Jamborette; National Jamboree; Jamboree on the Air.

NB: The above notification and application forms are also available in our official website www.nfr.railnet.gov.in and www.nfr.indianrailways.gov.in.

Abbreviations used: 1. GP= Grade Pay, 2. SC= Scheduled Caste, 3. ST= Scheduled Tribe, 4. OBC= Other Backward Classes, 5. BPL= Below Poverty Line, 6. MST= Monthly Seasonal Ticket.

**SR. PERSONNEL OFFICER(RECRUITMENT)
N.F.RAILWAY/ MALIGAON
GUWAHATI -11**

FORMAT OF APPLICATION FOR SCOUTS AND GUIDES QUOTA FOR THE YEAR 2014-15.
(Employment Notice No. 01/2014)

To,

Paste here signed
copy of your recent
passport size
photograph and get
it attested by
Gazatted officer

CATEGORY APPLIED FOR (GP ` 1900/- OR GP ` 1800/-): GP _____

1. Full Name (in Block letters) :
2. Father's/Husband's (a) Name :
- (b) Occupation :
3. (a) Date of Birth of the Applicant :
- (b) Age as on 01.01.2015 :
4. Sex (tick in the appropriate box) : Male ☐ Female ☐
5. (a) Present address for communication :
- (In Block letters & with Pin) :
-PIN.....
- (b) Permanent address (in Block letters) :
-PIN.....
6. Mobile/Telephone No. (with STD code) :
7. Nearest Railway station :
8. Nationality :
9. Community (tick in the appropriate box):
(Attested copy to be enclosed in case of SC/ST/OBC)

UR		SC		ST		OBC	
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10. Educational Qualification (attested photocopies to be enclosed)

Examination Passed	Year of Passing	School/University/ Board	Class/ Division	% of Marks	Medium of instruction

11. Scouting/ Guiding Qualification (attested photocopies to be enclosed):

Successfully Completed President's/ Rashtrapati Award:

Name of the Course	Year	Certificate No.	Date
Scouts/Guide			
Rover/Ranger			
OR Pre-HWB/Advanced			
OR Himalayan Wood Badge			

12. Member of Group Date Date
From To

13. Position held:

As from to Warrant No Date

14. International Events attended:

Sl. No.	Name of Event	Place	Date
1			
2			
3			

15. National event/ National Jamboree etc. attended:

Sl. No.	Name of Event	Place	Date
1			
2			
3			

16. Participation in Indian Railway Jamboree:

Sl. No.	Name of Event	Place	Date
1			
2			
3			

17. Participation in State Events (Rallies/Jamborees/Competitions/etc.):

Sl. No.	Name of Event	Place	Date
1			
2			
3			

18. Participation Specialized Event (Pioneering, Mapping, Vocational Crafts Course etc):

Sl. No.	Name of Event	Place	Date
1.			
2.			

19. District/Unit (Rallies, Competition, Service etc):

Sl. No.	Name of Event	Place	Date
1			
2			

20. Have you been active member of Scout/Guide organization for last three years? If yes, please furnish supporting documents.

Year	Nature of activity	Name of Events
April 2010 – March 2011		
April 2011 – March 2012		

April 2012 – March 2013		
April 2013 – May 2014		

N.B.: Candidates may attach separate sheets if the space is not adequate.

21. Other Qualifications/ Extra Curricular activities
(attach attested photocopies of certificates).

22. IPO No. Date

23. **DECLARATION:** I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or being not eligible in the terms of eligibility criteria, my candidature/appointment is liable to be cancelled/terminated without any notice.

I hereby also solemnly declare here to serve the organization continuously if I am considered for the appointment.

Full signature of the candidate (In English) : _____
(not in capital letter)

(In Hindi) : _____

Place : _____

Date : _____

L.T.I. of the candidate

**FORMAT FOR INCOME CERTIFICATE FOR WAIVER OF EXAMINATION FEES FOR RECRUITMENT
EXAMINATIONS**

(To be issued on the official letter-head of the issuing authority)

1. Name of candidate :
2. Father's Name :
3. Age :
4. Residential Address :
5. Annual Family Income :
(in words & Figures)
6. Date of issue :
7. Signature :

.....

(Name)

8. Stamp of issuing authority :