

SOUTH CENTRAL RAILWAY

Headquarters Office,  
Personnel Branch,  
Secunderabad,  
Date: 04.07.2023

SCR/P-HQ/235 (a)/EC/CI/2022

**NOTIFICATION**

Sub.: Filling up of vacancies of Commercial Inspectors in level -6 & 7 of 7<sup>th</sup> CPC pay matrix in Headquarters Commercial Department.

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It is proposed to fill up 03 posts of Commercial Inspectors i.e. 02 in Level -7 and 01 in Level -6 of 07<sup>th</sup> CPC pay matrix at Headquarters Commercial Department on tenure basis.

2. Applications are invited in the proforma enclosed as **Annexure-I** from the eligible volunteers of Commercial Department working in the cadres of Commercial Inspectors, Commercial Supervisors, Commercial Clerks and ECRC who are in Level-07 & 06 of 7<sup>th</sup> CPC pay matrix as per the eligibility criteria.
3. The volunteers who desire to apply for the above mentioned post of Inspector (Comml.) should work in same Level i.e, in Level-07/ Level-06. The maximum age limit should not be more than 55 years, which will be reckoned as on date of notification. The employees working in higher level are not eligible to apply.
4. The applicants should have adequate knowledge of all Commercial activities/ functions. They should have good presentation skills, working knowledge of Computers and analytical skills. Their field of experience at Booking Office/ Parcel Office/ Goods Shed or as an Inspector will be given due consideration. Possession of additional qualifications such as LAW, MBA is desirable.
5. The employee posted as Inspector (Comml.) will be repatriated to their parent Division at least six months prior to his/ her date of superannuation.
6. Staff selected as Inspector will be repatriated to their parent cadre in case the performance is not satisfactory as evaluated by CCM/PS during the period of working at Hqrs. irrespective of the tenure period rendered.
7. The applications should be routed through the controlling officers to the respective Personnel Officers at Hqrs/Division/ Unit level on or before 31.07.2023 along with DAR/SPE/Vig., clearance. Sr.DPO/DPO co-ordination are requested to forward all such applications received in one bunch duly certifying the service particulars to reach SPO/Cadre, PCPO/O/SC by 08.08.2023. Applications received from the employees directly at PCPO's Office without certification by the concerned Personnel officers will be rejected. The applicants may visit web site [www.scr.indianrailways.gov.in](http://www.scr.indianrailways.gov.in) for notification & application form.
8. Applications received after due date will not be entertained under any circumstances.

(S.N.Haq)  
SPO/Cadre

for Principal Chief Personnel Officer

PCCM/SC, SDGM/V/SC, CCM/PS, CCM/CI&Catg: for kind information.  
Sr.DPO/SC, HYB, GTL, BZA, GNT & NED  
Sr. DCM/SC, HYB, BZA, GTL, GNT & NED  
GS/SCRES, SCR MU, AISCSTREA, AIOBCREA  
Dy.CPO/Co.ord: for kind information and arrange to place the notification on SCR official website.

for Principal Chief Personnel Officer

Annexure-I

**APPLICATION FOR THE POST OF COMMERCIAL INSPECTOR IN LEVEL-07 & 06 OF 07<sup>th</sup> CPC  
PAY MATRIX IN HEADQUARTERS COMMERCIAL DEPARTMENT**

S.No	Particulars	
1.	Name (in Block letters)	
2.	Father's/Husband's Name (in Block letters)	
3.	i) Present Designation & Grade Pay, Level ii) Division & Station	
4.	Present Pay and Level	
5.	i) Date of Birth ii) Date of Appointment iii) Post to which appointed	
6.	Age as on 4.7.2023	
7.	i) P.F. No. ii) HRMS ID	
8.	DOE into the present level [Substantive]	
9.	Whether Regular/Ad-hoc/ Deputation/MACP	
10.	Educational Qualifications: a) Academic b) Technical c) Professional	
11.	Working knowledge in Computers ( Details there of - certificates if any to be enclosed)	
12.	Details of service since appointment	
13.	Field experience at Booking Office/Parcel Office/Goods Shed or as Inspector	
14.	Whether belong to SC/ST/UR	
15.	Whether undergoing any penalty, if any, the details may be furnished	
16.	Reasons to work in Headquarters	
17.	Phone No.	

I declare that the particulars furnished above are correct and true, I am liable for departmental action if the same are found to be false or fabricated.

Date:

Station:

Signature of the employee

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South Central Railway

No:

Office

Date:

Ref: PCPO/SC's letter No. SCR/P-HQ/235(a)/EC/CI/2022, dated: 4.7.2023

Forwarded to the SPO/Cadre, office of the Chief Personnel Officer, IV Floor, Rail Nilayam, South Central Railway, Secunderabad. The particulars of the above named employee against S.No.1 to 15 are verified and found correct.

Certified that there are no DAR/Vig./SPE cases against Shri.....

Signature of the Controlling Officer  
Name  
Designation  
Station & Date

The service particulars are verified from Service Register and found correct.

Office Seal:

Signature of the Personnel Officer