



**रेलवे भर्ती प्रकोष्ठ, पश्चिम मध्य रेल**  
**Railway Recruitment Cell, West Central Railway**  
 आर.बी.-IV, 290, स्टेशन रोड, साउथ सिविल लाइंस, जबलपुर.482001  
 RB- IV, 290, Station Road, South Civil lines, Jabalpur-482001  
 Website:-www.wcr.indianrailways.gov.in



Date of issue: 07.03.2019

Closing Date: 05.04.2019 (23.59 Hrs.)

**GDCE Notification No: 01/2019**

Based on the approval received from the competent authority, **ONLINE** Applications are invited from serving regular railway employees of **West Central Railway** for filling up following vacancies against General Departmental Competitive Examination (GDCE) quota. Employees who are trainee/Substitute and not regularized are not eligible to apply. Employees having lien in any unit in WCR can apply. Candidates should be working in WCR during selection. **Candidates can apply separately for all the notified posts on fulfilling eligibility criteria. Two separate applications for same post will not be considered by the computer.** The community wise breakup of vacancies to be filled is indicated below:-

Cat No.	Name of the post	Pay Level (7 <sup>th</sup> CPC)	No. of Vacancies						Med Stan dard	Minimum Educational Qualification	Stage of Exam
			UR	SC	ST	OBC	TOTAL	PH			
1	STATION MASTER	Level-6	11	7	3	2	23	NIL	A-2	Degree from recognized University or its equivalent.	Written examination followed by Aptitude Test and document verification
2	SENIOR COMMERCIAL CUM TICKET CLERK	Level-5	14	4	2	8	28	1 (HI)	B-2	Degree from recognized University or its equivalent.	Written examination followed by document verification
3	COMMERCIAL CUM TICKET CLERK	Level-3	4	0	0	0	4	NIL	B-2	12 <sup>th</sup> (+2 stage) or its equivalent with not less than 50% marks in the aggregate.	Written examination followed by document verification

Hearing impairment (HI) — (a) Deaf means persons having 70 dB hearing loss in speech frequencies in both ears. (b) Hard of hearing means person having 60 dB to 70 dB hearing loss in speech frequencies in both ears.

**GENERAL INSTRUCTIONS:-**

- Only serving regular Railway employees of West Central Railway as on 01.02.2019 who are working in 7<sup>th</sup> CPC Level lower than the 7<sup>th</sup> CPC Level as per stipulated conditions of the notified posts are eligible to apply for the following notified posts:-

Category No.	Notified posts	Eligible Employees (working in 7 <sup>th</sup> CPC Level)
1	STATION MASTER	Level-1, Level-2, Level-3, Level-4 and Level-5
2	SENIOR COMMERCIAL CUM TICKET CLERK	Level-1, Level-2, Level-3 and Level-4
3	COMMERCIAL CUM TICKET CLERK	Level-1 and Level-2

**NOTE: - Candidates working in the pay Level-6 of 7<sup>th</sup> CPC are also eligible to apply for the post of STATION MASTER (Level-6) on fulfilling eligibility criteria.**

- RPF/RPSF personnel are not eligible to apply for GDCE in terms of Railway Board's Letter No.E(NG)/2002/PM2/9 dtd.11.8.2003.

3. **AGE LIMIT:** - The upper age limit will be 42 years for General candidates, 47 years for SC/ST candidates and 45 years for OBC candidates. The age will be reckoned as on 01.07.2019.

Age Group	Upper Date of Birth			Lower Date of Birth
	UR	OBC	SC/ST	01.07.2001
	18 to 42	18 to 45	18 to 47	
	02.07.1977	02.07.1974	02.07.1972	

4. **PROOF OF AGE:** - Matric/SSC/HSSC Certificate or mark sheet indicating Date of Birth issued by Board OR School leaving/Transfer certificate issued by School/College Authority.

5. **EDUCATIONAL QUALIFICATION:**

Candidate should have requisite Certificate/Degree/Mark sheet from recognized educational board or university or its equivalent. Candidates having higher educational qualification may also apply. **Those candidates who are appearing in and/or awaiting results of final examination of minimum qualification at the time of applying for the notified post are not eligible. Candidate should possess the requisite educational/technical qualification on the date of notification and the same should be endorsed in the Service Sheet of the employees.**

6. **RECRUITMENT PROCESS:-**

- 6.1 Post-wise single stage written examination will be conducted ONLINE in computer (COMPUTER BASED TEST-CBT) OR OFFLINE (i.e. through OMR). It will be informed separately through website. Candidates should regularly visit WCR website.
- 6.2 Post-wise merit list will be formed for all the posts.
- 6.3 Written examination will be of the level of RRB examination of notified posts. The question paper shall be of Objective Multiple Choice Type in English and Hindi only and likely to include questions pertaining to General Awareness, Arithmetic, General Intelligence, Reasoning and Technical questions, wherever applicable.
- 7.4 There shall be negative marking in written examinations and 1/3 of the allotted marks for each question shall be deducted for every wrong answer.
- 7.5 The date, time and venue of the written examinations and aptitude test (Where applicable) will be fixed by RRC/Jabalpur and will be intimated to the eligible candidates in due course through SMS/email. Request for postponement of the examination/skill test and change of center/venue will not be entertained under any circumstance.
- 7.6 On qualifying written examination, candidates will be eligible for next stage of selection i.e. Aptitude Test/ Document Verification (whichever applicable) as per their merit.
- 7.7 During document verification the candidate has to bring all necessary documents in original. After satisfactory document verification, the candidate will be considered for empanelment subject to fulfillment of other criteria.
- 7.8 The candidates recommended for appointment will have to pass requisite medical fitness test(s) conducted by the Railway Administration to ensure that the candidates are medically fit to carry out the duties connected with the post.

7. **HOW TO APPLY**

Eligible West Central Railway employee may apply **ONLINE** through website [www.wcr.indianrailways.gov.in](http://www.wcr.indianrailways.gov.in)

- 7.1 Candidates are required to go to the link provided for filling ONLINE application and fill up the personal details/BIO-DATA carefully.
- 7.2 Candidates should ensure that their Name, Father's Name and Date of Birth match with the entries recorded in Matriculation or equivalent certificate.
- 7.3 Candidates are advised to indicate their personal mobile no. and personal valid e-mail IDs in the ONLINE application and keep them active during the entire recruitment process for communicating them.

- 7.4 Candidates are further advised to visit website of WCR frequently to get the latest information or any changes about this notification. The communication with the candidates will be made through SMS & e-mail only. Candidates are advised to provide only their own Mobile number/ e-mail ID so that they receive such communication.
- 7.5 A colour photograph of size 3.5cm x 3.5cm (not older than three months from the date of application) with clear front view of the candidate without cap and sunglasses should be uploaded. The photo should be only in JPEG format. Candidates may note that RRC may at any stage, reject the application for failing to upload photo or uploading old/unclear photo along with online application or for any significant variations between photographs uploaded along with online application and physical appearance of the candidate. Candidates are advised to bring one copy of the same photograph along with Hall Ticket/e-Call Letter and original valid Photo ID at the time of examination. They are also advised to keep 3 copies of the same photograph for further use.
- 7.6 During submission of ONLINE application, a Unique Registration Number will be generated and issued to each candidate. Candidates are advised to preserve/note their Registration Number for further stages of recruitment process/ correspondence.
- 7.7 To avoid last minute rush, candidates are advised in their own interest to submit ONLINE application much before the closing date.
- 7.8 Candidate should obtain at least 2 printouts of the applications. One copy to be retained by the candidate and other submitted as mentioned in Para 9 below.
- 7.9 After obtaining the printout of application candidates should put their signature at the space provided.
- 7.10 He should enclose required enclosures as stated in Para - 7.11 with the application and submit the application to his Controlling Officer by **08.04.2019** failing which candidature will be cancelled.

**7.11 STEPS TO SUBMIT ONLINE APPLICATION**

Before filling up ONLINE application, candidates are advised to keep scanned copy in JPEG format of following documents ready with them :

1. Passport size colour photograph.
  2. Signature
  3. Copy of self attested certificates in proof of date of birth, education/technical qualifications, caste and Disability Certificate.
- i) Visit the website of WCR : [www.wcr.indianrailways.gov.in](http://www.wcr.indianrailways.gov.in) -> Railway Recruitment Cell.
  - ii) Click on the "GDCE Notification No: 01/2019" link.
  - iii) Click on the "New Registration" link.
  - iv) Fill in employee number (11 digit) and date of birth and click continue.
  - v) Fill in personal information and e-mail Address and Mobile number. On submission of required details an e-mail/SMS will be received in the registered e-mail ID/Mobile number. Open inbox of your registered e-mail/SMS and note the registration number and password.
  - vi) Login using the Registration number & password sent in the e-mail/SMS.
  - vii) Follow the instructions and complete the registration process step-by-step.
  - viii) Upload the scanned copy of photograph, self attested certificates in proof of date of birth, education/technical qualifications and caste i.e. SC/ST/OBC, Disability Certificate.
  - ix) Submit the application. Take 2 copies of print out of application.

**8. Whom to submit print out of application:-**

Candidate should submit 01 copy of print out of their application along with copies of self attested certificates in proof of date of birth, education/technical qualifications and caste to their immediate supervisor on or before the last date i.e. **08.04.2019**.

**9. Procedure for forwarding the applications:-**

- 9.1 The immediate supervisor should forward all the applications of his unit along with the list to concerned section of Personnel Branch of GM office/DRM office/CWM office under a covering letter by **12.04.2019**.

- 9.2 Concerned section of Personnel branch of GM office/DRM office/CWM office will verify the application from the Service Record & prepare post wise list of eligible candidates and hand over the applications of eligible candidates to the Establishment Section/Ruling Section in hard and soft copy.
- 9.3 Establishment Section/Ruling Section will prepare post wise consolidate list of all the eligible applications received in the Personnel Branch and send the post wise applications in single bunch to RRC/Jabalpur with covering letter by **26.04.2019**. Post wise consolidate list should be sent in hard and soft copy.

**10. INVALID APPLICATIONS:**

The applications having any of the following deficiencies, discrepancies or irregularities will be summarily rejected:

- i. Applications received after closing date i.e. **26.04.2019**.
- ii. Hard copy (Print Out) of Application not submitted through proper channel to Personnel Branch of the Division/Workshop concerned.
- iii. Application without proper scanned photograph and signature.
- iv. Application without uploading proper certificates, in respect of Date of Birth, educational qualification and caste i.e. SC/ST/OBC, & Disability Certificate. Certificate should be obtained from the appropriate authority in the prescribed format (Annexure 'A' to 'C').
- v. Any other deemed irregularity.

**11. Important Instructions:-**

- 11.1 Candidates who wish to be considered against vacancies reserved and /or seek age relaxation must submit/ upload requisites certificate from the competent authority in the prescribed format along with the application form itself. Otherwise, their claim for reserved status will not be entertained and the candidature/applications of such candidates fulfilling all eligibility conditions for General (UR) category will be considered under General (UR) category only.
- 11.2 In case wrong declaration/particulars given by the candidates, he/she is liable to be taken up under D&AR also.
- 11.3 Eligible candidates should submit hard copy of application (Print Out) through proper channel to the concerned Personnel officer only. Application directly received in RRC will not be entertained.
- 11.4 Decision of the Railway Recruitment Cell, Jabalpur in the matter of selection will be final.
- 11.5 Notification, Template form and application format may be downloaded from the website [www.wcr.indianrailways.gov.in](http://www.wcr.indianrailways.gov.in). -> Recruitment→Railway Recruitment Cell→GDCE Notification→ 'GDCE Notification No: 01/2019' **OR** Click on 'GDCE Notification No: 01/2019' link present at Important information of Home page.

**(D. P. Gupta)**  
**Chairman, Railway Recruitment Cell**  
**West Central Railway, Jabalpur**

**FORM OF CASTE CERTIFICATE FOR SC/ST CANDIDATES**

This is to certify that Shri/Smt./Kum\* ..... Son/Daughter\* of Shri /Smt ..... of village /town\* ..... District/Division\* ..... of state/Union Territory\* belongs to the ..... Caste\*/Tribe which is recognized as Scheduled Caste/Schedule Tribe\* (tick whichever is applicable) under:

- \* The Constitution Scheduled Castes Order 1950.
- \* The Constitution Scheduled Tribes Order 1950.
- \* The Constitution (Scheduled Castes) (Union Territories) (Part C States) Order 1951;
- \* The Constitution (Scheduled Tribes) (Union Territories) (Part C States) Order 1951; [As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order 1956, the Bombay Reorganisation Act 1960, the Punjab Re- organisation Act 1966, the State of Himachal Pradesh Act 1970, the North Eastern Areas (Re-organisation) Act 1971 and the Scheduled Castes and Scheduled Tribes Orders, (Amendment) Act 1976]
- \* The Constitution (Jammu and Kashmir)\* Scheduled Castes Orders, 1956
- \* The Constitution (Andaman and Nicobar Islands)\* Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled \*Tribes Orders (Amendment) Act, 1976
- \* The Constitution (Dadra and Nagar Haveli)\* Scheduled Castes Order, 1962.
- \* The Constitution (Dadra and Nagar Haveli) Scheduled Tribes, Order, 1962
- \* The Constitution (Pondicherry) Scheduled Castes Orders, 1964
- \* The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967
- \* The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968
- \* The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968
- \* The Constitution (Nagaland) Scheduled Tribes Order, 1970.
- \* The Constitution (Sikkim) Scheduled Castes Order, 1978
- \* The Constitution (Sikkim) Scheduled Tribes Order, 1978
- \* The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989.
- \* The Constitution (SC) Orders (Amendment) Act, 1990
- \* The Constitution (ST) Orders (Amendment) Ordinance Act, 1991
- \* The Constitution (ST) Orders (Amendment) Ordinance Act, 1996
- \* The Constitution (Scheduled Castes) Orders (Amendment) Act, 2002
- \* The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002.
- \* The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002

**2. Applicable in the case of Scheduled Caste/Scheduled Tribe Persons who have migrated from one State/Union Territory Administration.**  
This certificate is issued on the basis of Scheduled Castes/Scheduled Tribes certificate issued to Shri/Smt/\* .....Father/Mother ..... of Shri/Smt./Kum\* ..... of village /town\* ..... in District/Division\* ..... of state/Union Territory\* ..... who belongs to the ..... Caste/Tribe\* which is recognized as a Scheduled Caste/Scheduled Tribe in State/Union Territory\* issued by the ..... dated.

**3. Shri/Smt/Kum\* ..... and/ or his/her \* family, ordinarily reside(s) in village/town\* ..... of ..... District/ Division\* of the State/Union Territory\* of .....**

(\* Please delete the words which are not applicable

(@ Please quote specific presidential Order

(%) Delete the Paragraph, which is not applicable.

Note: (a) The term "ordinarily reside(s)" used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950. Officers competent to issue Caste/Tribe certificates :

- i. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.
- ii. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
- iii. Revenue Officers not below the rank of Tehsildar.
- iv. Sub-Divisional Officer of the area where the candidate and / or his / her family normally reside(s).
- v. Certificates issued by Gazetted Officers of the Central or of a State Government Countersigned by the District Magistrate concerned.
- vi. Administrator/ Secretary to Administrator (Laccadive, Minicoy and Admindivi Islands).

Place .....

Date .....

Signature .....

Designation .....

(With seal of office)

State/Union Territory .....

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POST UNDER THE GOVERNMENT OF INDIA**

This is to certify that  
Shri/Smt./Kumari..... son/daughter of  
..... of Village/Town .....in District/Division  
..... in the State/Union Territory..... belongs to the  
..... community which is recognised as a Backward Class under the Government of India,  
Ministry of Social Justice and Empowerment's Resolution No..... dated.....\*

Shri/Smt./Kum.\*..... and/or his/her family ordinarily reside(s) in  
the..... District/Division of the ..... state/Union Territory. This is  
also to certify that he/she does not belong to the persons/sections (Creamy layer) mentioned in column 3  
(of the Schedule to the Government of India, Department of Personnel & Training OM No. 36012/22/93-  
Estt(SCT), dated 8.9.1993 and modified vide Government of India, Department of Personnel and Training  
O.M.No.36033/1/2013-Estt.(Res) dated 27.05.2013 and 13.09.2017\*.

**Date:**

**DISTRICT MAGISTRATE /  
DY. COMMISSIONER ETC.  
(Seal )**

**\* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate as OBC.**

**\* As amended from time to time.**

**Note: The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.**

**MEDICAL CERTIFICATE FOR PERSONS WITH DISABILITIES (PWD)  
NAME & ADDRESS OF THE INSTITUTE / HOSPITAL  
DISABILITY CERTIFICATE**

Certificate No.....

1. This is certified that Smt./Shri/Kum\*..... son/daughter\*  
of Shri..... Age..... a Male/Female having  
identification marks as below .....

.....  
is suffering from permanent disability of following category :

**A. Locomotor or cerebral palsy :**

- (i) BL-Both legs affected but not arms.
- (ii) BA-Both arms affected (a) Impaired reach  
(b) Weakness of grip
- (iii) OL-One leg affected (right or left) (a) Impaired reach  
(b) Weakness of grip  
(c) Ataxic
- (iv) OA-One arm affected (right or left) (a) Impaired reach  
(b) Weakness of grip  
(c) Ataxic

- (v) BH-Stiff back and hips (cannot sit or stoop)
- (vi) MW-Muscular weakness and limited physical endurance.

**B. Blindness or Low Vision :**

- (i) B-Blind (ii) PB-Partially Blind  
(Delete the category which is not applicable)

**(C) Hearing impairment :**

- (i) D-Deaf (ii) PD-Partially Deaf

2. This condition is progressive/non-progressive/likely to improve/not likely to improve. Reassessment of this case is not recommended / is recommended after a period of.....year.....months.

3. Percentage of disability in his / her case is.....percent.

4. Smt./Shri/Kum\*..... meets the following physical requirement for discharge of his/her duties :

- |  |     |    |
|--|-----|----|
| (i) F-can perform work by manipulating with fingers. | Yes | No |
| (ii) PP-can perform work by pulling and pushing.     | Yes | No |
| (iii) L-can perform work by lifting.                 | Yes | No |
| (iv) KC-can perform work by kneeling and crouching.  | Yes | No |
| (v) B-can perform work by bending.                   | Yes | No |
| (vi) S-can perform work by sitting.                  | Yes | No |
| (vii) ST-can perform work by standing.               | Yes | No |
| (viii) W-can perform work by walking.                | Yes | No |
| (ix) SE-can perform work by seeing.                  | Yes | No |
| (x) H-can perform work by hearing/speaking.          | Yes | No |
| (xi) RW-can perform work by reading and writing.     | Yes | No |

**(Signature of Doctor)**

**Name :**  
**Registration No. :**  
**Member, Medical Board**

**(Signature of Doctor)**

**Name :**  
**Registration No. :**  
**Member, Medical Board**

**(Signature of Doctor)**

**Name :**  
**Registration No. :**  
**Chairperson, Medical Board**

**\*Please delete the words which are not applicable.**

**Place :**

**Date :**

Note : (i) According to the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full participation) Rules, 1996 notified on 31.12.1996 by the Central Government in exercise of the powers conferred by sub-Section (1) and (2) of Section 73 of the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (1 of 1996), authorities to give disability Certificate will be a Medical Board duly constituted by the Central or the State Government. The State Government may constitute a Medical Board consisting of at least three members out of which at least one shall be a specialist in the particular field for assessing locomotor / hearing and speech disability, mental retardation and leprosy cured, as the case may be.

(ii) The certificate would be valid for a period of 5 years for those whose disability is temporary). For those who acquired permanent disability, the validity can be shown as 'permanent'.