



**दक्षिणरेलवे / SOUTHERN RAILWAY**

सं.No.P(GS)608/XII/Instructor/SRCETC/TBM/2026

प्रधानकार्यालय/Headquarters Office,  
कार्मिकशाखा/Personnel Branch,  
चेन्नै/Chennai-600 003  
दि./Dated as signed

**CAO/CN & MTP/MS, CAO/CN/ERS,  
DRM/P/MAS, TPJ, TVC, PGT, MDU & SA,**

विषय/Sub : Selection for filling up the post of **Instructor / Works** in Level- 7 of VII CPC Pay Matrix (Ex-cadre – Tenure) at Southern Railway Civil Engineering Training Centre / Tambaram (SRCETC/TBM) - Engg Dept – reg.

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It is proposed to invite applications **through online mode in the Personnel Branch online portal at URL <https://southernrailway.gov.in/srhqpb/home/NGaz/>** for filling up of **01** (UR) vacancy of **Instructor / Works** in Level-7 of VII CPC Pay Matrix of Civil Engineering Department at **SRCETC / TBM** on Ex-Cadre tenure basis through a process of selection by calling the volunteers from the employees working as **SSE/Works in Level-7 and JE/Works in Level-6** in Civil Engineering Department of Southern Railway.

**1) Eligibility Criteria**

Employees/ Volunteers called from	Applications are invited from employees working on a regular basis as SSE/Works in Level-7 and JE/Works in Level-6 of the VII CPC Pay Matrix, with a minimum of 5 years of service.  Volunteers in the JE/Works category should have completed 5 years of regular service in that grade. Employees appointed through Direct Recruitment (DRQ) as SSE/Works should have completed 5 years of regular service in the SSE/Works category. Employees promoted as SSE/Works against Promotion Quota (PRQ) should have completed a combined total of 5 years of regular service in both JE/Works and SSE/Works categories.  The eligibility conditions shall be reckoned as on the date of notification.
Age limit	Upper Age limit as on the date of notification is <b>58</b> years. (PBC No.171/2023)
Tenure	The maximum tenure for Instructors in one continuous spell shall be 5 years. The cooling-off period between two tenures shall be at least one year, as per PBC No. 171/2023. They shall be repatriated to their parent cadre on completion of the tenure period, or three months prior to the date of superannuation, or at any time if their performance is found to be unsatisfactory, without assigning any reason, whichever is earlier.

Other Conditions	In terms of PBC No. 116/2023, a minimum cooling off period of two years is mandatory for consideration of an employee in one ex-cadre for posting to another ex-cadre post. Employees already working in another Ex-Cadre post can also apply subject to the condition that their tenure period in both the Ex-Cadre posts taken together does not exceed a maximum of 05 years in total.
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## **2) Selection procedure**

- (i) The selection consists of both written examination (75 marks) and Class Room Trial (25 marks) as laid down in PBC 109/2019.
- (ii) (Only those candidates who secure 60% and above in the written examination will be eligible for Class Room Trial (PBC 89/2020).
- (iii) In terms of PBC 263/2018 (RBE 196/2018), the question paper of written examination will be 100% Objective type. All the questions will be of multiple choices only.
- (iv) In terms of PBC No.264/2019 (RBE 194/2019), there shall be negative marking in the written exam with 1/3rd mark reduced for every wrong answer.
- (v) 10% of the total marks will be set on Official Language Policy and Rules, which shall be optional and not compulsory in nature.
- (vi) All those employees who score not less than 60% marks in the written exam will be called for class room lecture trial, and the final panel will be drawn in the order of merit from amongst those who secure a minimum of 60% marks in the written exam and 60% marks in the aggregate (PBC 89/2020).
- (vii) The written examination will be conducted in Computer Based Test (CBT) mode.
- (viii) The date, time and venue will be intimated later.
- (ix)** There will be no supplementary examination.

## **3) General instructions**

- (i) The link for the notification along with instructions/application form will be made available from 22.01.2026 in Personnel Branch notification website <https://southernrailway.gov.in/srhqpb/home/NGaz/> and also in Railnet website of Southern Railway.
- (ii) The employees willing to apply for the above selection have to submit their application through the above mentioned website in online mode only. Applications received from any other mode will be summarily rejected.
- (iii) The list of supporting documents as detailed below should be kept in PDF format (to be attached along with the application) as the case may be –
  - (a) Community Certificate
  - (b) Certificate in support of Educational Qualification

(c) Other relevant documents sought for in the notification.

(iv) It should be ensured by the respective **Personnel Officers** that the service particulars of the employees/eligibility conditions entered in the Application form are verified and **eligibility is certified** with the details available in the Service Records before forwarding the applications to this Office

(v) The link for the web portal for submitting the on-line applications will be made available from 02.04.2026 in the Personnel Department internet website <https://southernrailway.gov.in/srhqpb/home/NGaz/> and also in the Railnet website of Southern Railway.

Opening of online registration of application	02.04.2026
Closing of online registration and uploading of application	21.04.2026
Last date for Division/Units to forward applications to PB/Headquarters.	24.04.2026

(vi) The employees who are eligible to apply for the above selection should submit their application through the above said website in online mode only. Applications received from any other mode will not be considered. The Instructions for applying online for the above selection is enclosed herewith as **Annexure-B**.

(vii) In addition an excel file containing all the relevant details of all applications pertaining to the Divisions/Units should also be downloaded. The downloaded excel data file also should be verified and corrections, if any, should be carried out duly indicating the same in the remarks column. The same has to be uploaded in the website and also forwarded in e-office to the undersigned as e-receipt on or before.

(viii) In case no application is received in your Office/Unit, a NIL report should be submitted to this Office on or before.

(ix) If any of the details furnished by the applicant is found to be false at a later date, he/she will be liable for action under R S (D&A) Rules,1968.

(x) Wide publicity of this notification may be given by exhibiting in the Office Notice Boards for information of all staff concerned.

Encl: Annexure A - Syllabus

Annexure B - Instructions for applying

Digitally Signed by  
Anjanikumar C  
Date: 31-03-2026 17:00:44  
Reason: Approved

(सौ. अजनीकुमार C.ANJANIKUMAR)

स.का.अ./सा.APO/IR&TRG

कृते प्र.मु.का.अ. for PCPO/SR

प्रतर्लर्/ Copy to :

PCPO, PCE, CE/G&BW, CE/P&D and Works - for kind information please.

CVO/MS - for kind information please.

Principal/SRCETC/TBM

GS/SRMU, GS/DREU, GS/NFIR, GS/AISCSTREA, GS/AIOBCREA

IT Cell/PB/HQ - to upload in the Railnet.

ANNEXURE-A

**Syllabus for the Selection of Instructor – Works at SRCETC/TBM**

1. Building materials and construction.
  2. General Conditions of Contract for works and Service.
  3. Standard Specifications.
  4. Schedule of rates.
  5. Elementary of soil Mechanics including determination of Safe bearing capacity of the soil. Terms used in soil mechanics, Properties of soil, Classification of soil, identification of soil, Compaction & Quality control in earth work, Rehabilitation of weak formation, Soil exploration and foundation.
  6. Water supply and Sanitary engineering.
  7. Earth Work:- Soil suitable for banks, Mechanical compaction of banks, Special precautions for banks in black cotton soil, Measurement for lead, lift and calculation of cubical contents.
  8. Estimating materials and labour for important terms of works in building.
  9. Survey:- Classification of survey, reconnaissance survey, Preliminary Survey, Final location survey and survey reports. Laying of Simple circular curve by tangential off set method, Long chord off set method, Quartering of versine method, Chord deflection method and theodolite method, Transition curve, Necessity, Shape, Length and laying of transition curve.
  10. Work order and contract's bills.
  11. Procedure of land acquisition and custody and management of land.
  12. Encroachments and eviction.
  13. Account of railway materials including procedures for procurement.
  14. Stock verification.
  15. Stocks sheets and return to be submitted.
  16. Disposal of released and surplus materials.
  17. Schedule of dimensions.
  18. Knowledge of general and subsidiary rules.
  19. Engineering Code.
  20. Indian Railway Works Manual.
  21. PERT and CPM.
  22. Railway service conduct rules, Leave rules, Pass rules, Medical assistance rules, Pension Scheme, Staff benefit fund, Discipline and Appeal rules, Hours of employment regulation act, Workman's Compensation Act, Payment of Wages Act, Minimum wages Act, Pay sheet, Trade Test, Establishment records in SSE/SE/JE/Work's office, Provident fund, PNM, JCM, PREM.
  23. Questions in official Language act to the extent of 10 marks.
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## INSTRUCTIONS FOR APPLYING ONLINE

### Annexure – B

Link for applying online-<https://southernrailway.gov.in/srhqpb/home/NGaz/>

#### **Instructions to Candidates:-**

- The candidate who desires to apply will have to click on the appropriate link. The link will lead to an application format in which the candidate needs to fill up the required particulars.
- The application format has to be filled up carefully and after the candidate is satisfied that all the particulars have been correctly filled up, he/she should download the filled up application from the portal in PDF format and print out of the same should be taken.
- In the print out, the photograph of the candidate should be affixed in the space provided and the candidate should affix his/her signature wherever the space is provided for this purpose. The affixed photograph should be duly attested by the controlling supervisor/official.
- After affixing the signature and photograph as above, the candidate should get the columns/space provided for forwarding the application filled by the controlling supervisor/official by making appropriate entries including the name, signature and seal of the forwarding supervisor/official, in the space provided in the print out for this purpose.
- The completed application, duly forwarded by the controlling supervisor / official should be scanned and uploaded in the portal in PDF format by the candidate.
- Once the scanned PDF format of the application is submitted, the candidate has to click on the 'SUBMIT' button and submit the application.
- Once the scanned copy of the application is submitted, the candidate will not be able to make any change in the application already submitted.
- On submitting the completed application as above, a unique application number will be allotted to the candidate specific for each with respect to each notification. Candidate can also download the copy of submitted application bearing the unique application number.
- The candidate may note the unique application number for further reference.
- The candidate can check the status of his application by entering the unique application number and other relevant details.

#### **Instructions to Personnel Branch: -**

- The access to the online application at the stage of scrutiny and further forwarding will be restricted to the officials granted user rights at the level of Dealer(s), Personnel Officer and Divisional Officer etc.
- The details of user rights and passwords will be issued.
- The specified Dealer(s) will have to verify the necessary details filled by the candidate and after verification, the application can be forwarded to the concerned Personnel officer of the Division / Unit for recommendation. If required, they may be forwarded along with reasons/remarks to the personnel officer of the unit.
- The concerned Personnel Officer will accept the application and forward the same to Headquarters.
- The concerned Personnel Officer can also reject the application duly specifying the reason for rejections.
- In case there is a need for the applications to be forwarded with the approval of the concerned departmental Officer, then a print out of the eligible / non-eligible applications may be submitted on file to the concerned departmental officer and necessary approval taken by the Personnel Officer, before forwarding the same to Headquarters.