

सवारी विद्या कारखाना / INTEGRAL COACH FACTORY-चेन्नै / CHENNAI-600 038.

प्रधान मुख्य कार्मिक अधिकारी का कार्यालय
Office of the PCPO,
Personnel Branch/Shell.
दिनांक/Dated: 02/05/2019

संख्या/No.PB/S2/13/Vol-II

अधिसूचना/NOTIFICATION

All SSEs/Ch.OSs/OSs concerned :

**Sub: Selection for the ex-cadre posts of Sr.Instructor in Level-7/
Asst. Instructor Gr.I in Level-5/Asst. Instructor Gr.II in Level-4/
Ex-cadre/TTC in Mechanical Engineering Department.**

It is proposed to conduct selection for the ex-cadre posts of Sr.Instructor in Level-7/
Asst. Instructor Gr.I in Level-5/Asst. Instructor Gr.II in Level- 4 at TTC in the Mechanical
Engineering Department as indicated below:

Sl.No	Post	LEVEL 7 th PC	Trade	No. of vacancies
1	Sr. Instructor/Mech /Ex-cadre	7	Mechanical	1
2	Assistant Instructor Gr.I/ Mech/Ex-cadre	5	Welder	1
3	Assistant Instructor Gr. II/Mech/Ex-cadre	4	Fitter General	3
			Welder	4
TOTAL Posts				9

पात्रता शर्तें/Eligibility Condition:

For the post of Sr. Instructor in Level-7, applications are invited only from Sr.Section Engineer in Level-7, having regular cadre status belonging to Mechanical seniority units.

For the posts of Assistant Instructor Gr.I & Gr.II, employees working in equal Level/one or two grades below will be considered in terms of Railway Board's Lr. No. E (MPP)2002/13/2 Dt.04/01/2007.

The position held by the employee against ex-cadre post will not be taken into consideration for this purpose. Employees who had worked earlier in the ex-cadre post are eligible to apply only after a cooling period of 3 years in the shop cadre. Similarly employees deputed to undertakings such as RITES etc, are also eligible to apply only on completion of 3 years cooling period after repatriation to ICF.


25/5/19

SERVICE CONDITION AND EDUCATIONAL QUALIFICATION

Sl	Grade	Service Condition	Essential Qualification
1	<u>Sr.Instructor/Mech/TTC/Ex-cadre</u> Level-7	Employees working as SSE in Level-7 In the Mechanical Department.	Diploma/Degree/PG Degree In Engineering in any branch OR Sr. Section Engineers selected as Intermediate Apprentice Mechanics against serving employees quota for the post of Jr. Engineer.
2	<u>Assistant Instructor Gr. I/ Mech/TTC/Ex-cadre</u> Level-5 (Welder)	1. <u>Technician Gr.I</u> In Level-5 2. <u>Technician Gr.II</u> In Level-4 3. <u>Technician Gr.III</u> In Level-2 Staff belonging to Welder trade in Mechanical Department are eligible to apply.	ITI / NCVT/ SCVT Apprenticeship in the trade of Welder
3	<u>Assistant Instructor Gr.II/Mech/TTC/Ex-cadre</u> Level-4 (Fitter General & Welder)	1. <u>Technician Gr.II</u> In Level-4 2. <u>Technician Gr.III</u> In Level-2 Staff belonging to respective trades in Mechanical Department are eligible to apply. 3. <u>All Regular Assistant Workshop (Helpers) and erstwhile Gr.D employees like General Assistants (Peons), Assistant -Canteen (Vendor), Assistant Horticulture (Mail) and etc</u> in Level-1	ITI / NCVT / SCVT Apprenticeship in the trades of Fitter General & Welder

In terms of Board's letter No. E (MPP) 2002/13/2 dated 04/01/2007, selection of Instructors should be done from identical grades only. In case no willing candidates apply for the same, candidates below one/two grades can be considered provided the post at the training centre is either downgraded matching with the scale of pay of the selected candidates or transfer the element of the post in which the Incumbent was working in his parent cadre. Only when adequate volunteers in same Grade do not apply, employees who volunteer from one/two grades below will be considered for the post of Assistant Instructor Gr.I & Gr.II.

चयन पद्धती /Mode of selection:

The eligible volunteers will be subjected to a **WRITTEN TEST** in terms of Railway Board's letter No.E(MPP) 2005/3/14 dated 03/10/2005. Question paper for written examination will consist of both **objective and descriptive type** questions. They will also be subjected to a practical teaching ability test as part of the selection followed by a viva-voce.

The question paper will be in English. In terms of Railway Board's letter No. E(NG)I-98/PM1/7 dated 20/10/1999, the employees who are willing to write the exam in Hindi may submit their option in written request.

The employees qualified in written examination will be required to prepare a lesson plan and deliver a lecture for a minimum period of half an hour.

The written examination is fixed on 03/07/2019 at 10.00 hrs at TTC.


25/19

The distribution of marks is furnished below:

Factor/Headings	Maximum Marks	Qualifying Marks
Professional ability		
a) Written Test	35	30
b) Viva-voce (Including Teaching ability test)	15	
The written test will be for 100 marks and 60 will be the qualifying marks. The marks secured out of 100 marks would be converted for 35 marks.		
Record of service	30	
Total	80	48

अवधि /Tenure:

The tenure of posting of selected staff shall not exceed 8 years under any circumstances. The employees selected and posted to these posts are liable to be transferred only on completion of the tenure period of 8 years in terms of Board's letter NO.E (MPP)2001/19/3-RECOMM.37 dated 29/06/2001. However they will be allowed to return to their parent cadre earlier than 8 years only on promotion or after a minimum period of 3 years. As and when they are repatriated from ex-cadre post to parent cadre, they will be repatriated to their position which they would have occupied in their parent cadre but for their posting in ex-cadre. While working in ex-cadre post, they will be considered for promotion in their parent cadre according to their seniority position. They are clearly given to understand that their posting in ex-cadre would not confer on them any prescriptive right or claim for promotion / seniority or selection in ex-cadre. The administration reserves the right to transfer them back to their parent cadre even before the specified period in the interest of the administration.

प्रशिक्षण भत्ता/Training Allowance:

The Railway servants who are selected to the above mentioned posts at Technical Training Centre will draw training allowance at 12% of their cadre pay as long as they work in TTC in their existing capacity in terms of Board's letter No.E (MPP) 2012/3/28 dated 06/10/2017.

कैसे आवेदन करें एवं अंतिम तिथि /How to apply and last date :

Applications should be submitted in the proforma as in Annexure A to their Controlling Officers / Supervisors on or before 03/06/2019. The supervisory officials will forward the applications to APO/WS in one lot on or before 04/06/2019 certain. Applications received after the last date and sent individually by the employees will not be entertained under any circumstances

Syllabus: The Syllabus for Examination is enclosed as Annexure-B.


सहायक कार्मिक अधिकारी/कर्म.

Assistant Personnel Officer/WS

No.PB/S2/13/Vol.I /TTC/EX-CADRE dated 02/05/2019

Copy forwarded for information to: PCME, CPM, CME/QA, CPLE., CWE/Shell & Fur., Dy.CME/Pit, Dy.CME/S / F, Dy.CME/ Prod., Dy.CPLE, Dy.CME/QC, Dy.CME/Bogle, Ch. OS/CON Section, Chief S & WI/G/S & F: for exhibiting in the Office Notice Board.

Principal /TTC : He is requested to kindly provide accommodation for conducting written exam on 03/07/2019.

ANNEXURE – A

**Application for the post of.....
in Level----- in trade..... in response to the notification No. PB/S2/13/
Vol.II dt. /05/2019.**

- 1. Name of the employee :
(In Block letters)**
- 2. Emp.No./T.No. :**
- 3. Designation/Trade &
Level :**
- 4. Whether holding any
Ex-cadre post as on :
Date.**
- 5. Shop/Office :**
- 6. Date of Birth :**
- 7. Date of appointment :**
- 8. Qualification :**
 - a. Educational :**
 - b. Technical :**
 - c. Professional :**
- 9. Experience If any in
TTC as Instructor/ : From: To:**
- 10. Phone/Mobile No. :
(If any) for communication**

Date:

Signature of the candidate

Forwarded to APO/WS

SSE/Shop

SYLLABUS for Senior Instructor/Mech/TTC (LEVEL-7/GP 4600) Selection

Basic Workshop Science: SI Units, Mass, Force, Weight, density, Work, Power & Energy Definitions & Application related Problems
Speed, Velocity & Acceleration Problems
Mechanical properties of metals –Iron carbon Diagram
Stress, Strain & Modulus of Elasticity, Factor of Safety
Poisson's ratio Problems
Heat Transfer – conduction, convection & radiation
Basic Electricity Problems – Ohms law, Tariff Calculation
Basic Workshop Calculation: Simultaneous equation, Trigonometry, Mensuration problems
Finding weight using density & volume
Simple machine problems in lever & pulleys, Screw Jack, Belts
Machining time problems – feed & Speed
Basic Thread Geometry
Engineering Drawing:
Isometric View, Orthographic view- Free Hand Sketches, Welding symbols, Sectional views
General Topics:
Safety Aspects at workplace - IMS Policies
Types of production – Job, mass, batch & continuous production- adopted at ICF
Types of layout –Fixed position, Process, product, mixed and cellular
Layouts- layouts adopted at ICF
Heat treatment at ICF – Spring Manufacturing
Limits Fits and Tolerance - Fastening methods & Devices
Tools, gauges and measuring instruments – least count
Welding processes adopted in ICF – Welding defects
Difference between Engineering & technology, Machine & Machine Tool,
Teaching & Training, Pipe & tube, Plate & Sheet, Internet & Intranet,
Speed and velocity, Density and specific gravity, Press brake & Press, MIG & MAG,
Internal & External Combustion engines, Motor & Generator
Stores Procedure for indenting Items- S1302, S1313, S1323, S1539
ERP concepts: Various functions covered in ERP and various reports available in ERP
Benefits of ERP implementation in ICF
Official Language Act – Importance & Implementation
Incentive System adopted in ICF with maximum ceiling
Jigs & Fixtures – gauges & Templates – Importance
Pass Rules & Leave Rules, Factories Act, WCA

Syllabus for Assistant Instructor Gr.II (LEVEL-4/GP 2400)/TTC Selection

**Basic Workshop Science: SI Units, Mass, Force, Weight, density, Work, Power & Energy-
Definitions & related Problems
Speed, Velocity & Acceleration
Mechanical properties of metals
Heat Transfer – conduction, convection & radiation**

Basic Workshop Calculation:
Mensuration problems
Finding weight using density & volume
Simple problems in lever & pulleys

Engineering drawing: Isometric View, Orthographic view-Free Hand Sketches, Welding symbols

General Topics:

Safety Aspects at workplace
IMS Policy
Heat treatment at ICF
Fastening methods & Devices
Tools, gauges and measuring instruments – least count
Welding processes adopted in ICF
Role and Importance of Ex-Cadre offices
Official Languages Act- Importance and Implementation

Syllabus for Assistant Instructor Gr.I (LEVEL-5/GP 2800) /TTC Selection

**Basic Workshop Science: SI Units, Mass, Force, Weight, density, Work,
Power & Energy- Definitions
Speed, Velocity & Acceleration Problems
Mechanical properties of metals
Stress, Strain & Modulus of Elasticity, Factor of Safety
Poisson's ratio definitions
Heat Transfer – conduction, convection & radiation
Basic Electricity**

**Basic Workshop Calculation: Simultaneous equation,
Trigonometry, Mensuration problems
Finding weight using density & volume
Simple machine in lever & pulleys etc
Machining time
Basic Thread Geometry**

Engineering Drawing: Isometric View, Orthographic view- Free Hand Sketches, Welding symbols

General Topics:

Safety Aspects at workplace
IMS Policy
Heat treatment
Limits Fits and Tolerance
Fastening methods & Devices
Tools, gauges and measuring instruments – least count
Welding processes adopted in ICF
Role and Importance of Ex-Cadre offices
Official Languages Act- Importance and Implementation
