



**NOTIFICATION FOR RECRUITMENT AGAINST "CULTURAL QUOTA"
FOR THE YEAR: 2020-21**

Employment Notice No. : GMA/E-VII/Recruitment/Cultural Quota : 2020-21 Dated-04/05/2020

Date of Issue: 04/05/2020 Closing Date:03/06/2020 Closing Time: 17.00 Hrs.

(Closing Date & Time for candidates residing at Assam, Meghalaya, Manipur, Arunachal Pradesh, Mizoram, Nagaland, Tripura, Sikkim, J & K, Andaman & Nicobar & Lakshadweep Island, Lahaul & Spiti Districts & Pangi Sub-division of Chamba districts of Himachal Pradesh and candidates residing abroad is 18/06/2020 up to 17.00 hrs) (the closing date is fixed after one month from the date of issue, however the date will be proportionately extended excluding lock down period and counting of 30 working days only).

1. Applications are invited from Indian nationals for recruitment against 02 (TWO) Post under Cultural Quota in Group- 'C' in Level-2 of Pay Matrix under RS(RP) Rules 2016 at Chittaranjan Locomotive Works, Chittaranjan the year 2020-21, with the following terms and conditions:-

2. Cultural Disciplines: i) Instrument (Acoustic Guitar) – 01 post
ii) Dance (Folk) – 01 post

3. Minimum Educational and Professional Cultural Qualification
Essential:
I. Educational Qualification: Passed 12th (10+2) or its equivalent examination with not less than 50% marks in aggregate. (Not applicable for SC/ST, Ex-Servicemen and the candidates of any category who possessing higher qualification).
II. Professional Qualification:
Possession of Degree/Diploma certificate in specified cultural disciplines from government recognized institution for which notification is issued.

Desirable:

- i) Experience in the relevant field and performance given on AIR/Doordarshan etc.
- ii) Awards/Prizes won at National level.
- iii) Proficiency in classical dance form will be added qualification. Preference will be given who has both qualifications.

4. Age as on 01-01-2020
UR: 18 – 30 Years, **OBC:** 18 – 33 years, **SC/ST:** 18 – 35 Years.
• Serving railway employees, including casual labours, who have put in three years of continuous service and substitutes who have put in three years of continuous service or three years in broken spells in the Railways. Maximum age UR-40 yrs., OBC-43 yrs., SC/ST-45 yrs.
• Widows / Divorced women and women judicially separated but not remarried. Maximum age UR – 35 yrs., OBC- 38 yrs., SC/ST- 40 yrs.
• Persons with disabilities (PWD): Age relaxation of 10 yrs. In respective communities (subject to production of current (within one year) Disability Certificate to be issued by at least three(03) members committee of a Govt. Hospital)
• The Upper age limit is relaxable for Ex-Servicemen up to the extent of service rendered in Defense forces plus 03 years provided they have put in a minimum of 06 months attested service. Ex-servicemen who have already joined the Govt. Service on civil side after availing of other benefits given to them as ex-servicemen for further employment cannot claim ex-servicemen status for the purpose of this recruitment, such a person will be deemed to be civil employee and will accordingly be entitled to only such of the benefits like relaxation of age, etc. as admissible to Civil Employees, in the normal course in accordance with the existing instructions in this regard subject to his fulfillment of the conditions governing the grant of such benefits.

5. Selection procedure Eligible candidates will be assessed on the following basis:

Item	Marks
i) Written Test: In written test, Questions will be of objective type which may include General Knowledge, General Science, General Mathematics, Knowledge of general English & Hindi Language, Professional knowledge, Reasoning and Aptitude etc.	50
ii) Assessment of talent in the relevant cultural discipline on the basis of Practical Demonstration.	35
iii) Assessment of talent in the relevant cultural discipline on the basis of Testimonials / Prizes etc.	15
Total :	100 Marks

N.B: (i) A written test will be held for the said discipline followed by "Practical Demonstration". Candidates who qualify in the Written Test will only be called for "Practical Demonstration" and "Assessment of Talent" as mentioned at 5(ii) & (iii) above respectively. (ii) In written test the candidate who will obtain at least 40% marks out of 50 will be eligible for next stage of test (i.e. Practical Demonstration & evaluation of testimonials & prizes etc.). The panel will be formed purely on merit basis. (iii) **The Candidates having no cultural qualifications need not apply.**

HOW TO APPLY

i) Fill the application after carefully reading the employment notice. ii) Candidates are required to submit the application form in the prescribed format in good quality A-4 size white paper. The application format is given at Annexure-A. iii) Application should be filled up by the candidate in his/her own handwriting in English/Hindi using blue/black ball point pen. Applications with typed entries and signature in capital letters will be summarily rejected. iv) Applicant should firmly affix on the application one recent (taken within one month) colour passport size photograph (without cap and/or colored glass) revealing the full face. Applications with hazy, faded, unclear photo will be rejected. v) The applicant should send **02 (two) photographs (without cap and/or colored glass) duly signed on the back of them with application form and keep at least 05 five photographs also with them for future use.** vi) Applicant should enclose with the application a set of legible Xerox copies of all certificates, in proof of Educational and Cultural Qualification, age, caste certificate, PH certificates etc duly attested by any Gazetted Officer or self-attested. vii) All candidates should enclose application fee as explained at para-6 below without fail. viii) Applicant should fill all the columns in the application without fail. ix) Applicant should write on the top of the envelope containing the application as follows: "APPLICATION FOR THE POST IN GROUP-C CATEGORY AGAINST CULTURAL QUOTA FOR THE YEAR 2020-21" x) Application should reach on or before the closing date and time mentioned at the top of this notification. Railway administration shall not be responsible for any postal delays. Application received after the last date & time would be summarily rejected. xi) Serving Government Employees should intimate their employers that they are applying for the post of this notification. However, during the time of personality test/interview, they should produce the No Objection Certificate (NOC) from the present employer.

6. Application Fee:

(i) All candidates should submit with the application an **Indian Postal Order (IPO)** (issued only after the date of this notification) except those mentioned in sub para (ii) below: **Rs. 500/-** (Rupees Five Hundred only) drawn in favour of **Principal Financial Advisor, Chittaranjan Locomotive Works, Chittaranjan.** This Examination Fee is not refundable/transferable/adjustable under any circumstances. (ii) Candidates belonging to SC/ST communities, Women, Ex-Servicemen, Minorities (Muslim, Christians, Sikhs, Buddhists and Zoroastrians (Parsis)), Persons With Disabilities, and those belonging to economically backward classes (whose family income is less than Rs. 50,000/-per annum) should submit with the application an **Indian Postal Order (IPO)** (issued only after the date of this notification) **Rs.250/-** (Two Hundred Fifty Only) drawn in favour of **Principal Financial Advisor, Chittaranjan Locomotive Works, Chittaranjan.** A provision for refund will be applicable only to those applicants who actually appear in the written examination.
NOTE: Certificates in proof of the respective categories as mentioned above, issued by the

authorities authorized to issue such certificate, should be enclosed along with the application form for getting exempted from paying this fee.

7. Addresses for Submitting Applications:

Application in prescribed format to be sent by 'ORDINARY POST' only (COURIER POST/REGD. POST/SPEED POST WILL NOT BE ACCEPTED) to "THE PRINCIPAL CHIEF PERSONNEL OFFICER, Chittaranjan Locomotive Works, Chittaranjan, Dist: Bardhaman (West Bengal), PIN 713331" or to be dropped in the box (any working day from 10.00 hrs. to 17.30hrs.) kept in the office of the Ch. O.S/JM(G)'s office, Administrative Building, GM's office, CLW/ Chittaranjan. Super scribing on the top of the envelope, "APPLICATION FOR THE POST IN GROUP-C CATEGORY AGAINST CULTURAL QUOTA FOR THE YEAR 2020-21"

8. OTHER TERMS AND CONDITIONS:

i) Applicants should possess requisite academic and Cultural qualifications on the date of submission of Application. ii) (a) The Higher Secondary or equivalent board Certificate in proof of minimum educational qualification/date of birth should be issued by a recognized Board or equivalent. (b) The Degree/Diploma/Certificate in the relevant cultural discipline notified in Para-3 should be issued by Govt. recognized institute. iii) Discrepancies in the particulars given in application/certificates submitted with the application would render the candidate ineligible any time during the selection as well as their applications will be also rejected for such discrepancies. iv) Schedules of Written Test/Personality Test/Practical Demonstration/Interview etc. would be notified on Chittaranjan Locomotive Works website www.clw.indianrailways.gov.in from time to time. Applicants are advised to visit the website regularly for getting the said information. v) **NOTE: No call letter will be issued to applicants for written examination to their correspondence address. Candidates need to visit the CLW website regularly for getting update of any notice related to this recruitment.** Request for change in dates/venue for Written Test/Personality Test/Practical Demonstration/Interview etc. shall not be entertained under any circumstances. vi) Selected candidates have to pass the requisite medical standards prior to appointment. vii) In the event of appointment as Office Clerk in Level-2, candidates will be required to acquire typing proficiency of 30 w.p.m. in English or 25 w.p.m in Hindi within a period of two years from the date of appointment, and till such time the appointment will be provisional, failing which the services will be terminated. viii) There is no community reservation against Cultural quota recruitment. SC/ST and OBC candidates seeking age relaxation should submit latest copy of community certificate issued by competent designated officers in the format prescribed for appointments to posts under the Government of India. ix) Candidates should continue to serve in Cultural Programmes in the event of his/her selection. x) Applications not fulfilling any of the terms and conditions given in this notification shall be summarily rejected. xi) Railway administration will not be responsible for any postal delay/wrong postal delivery of applications or any other recruitment related correspondence whatsoever at any stage of the selection process. xii) Chittaranjan Locomotive Works, reserves the right to cancel or modify recruitment process without showing any reasons thereof. xiii) Applicants are advised to check the list of eligible applicants which will be published on Chittaranjan Locomotive Works website: www.clw.indianrailways.gov.in xiv) The recruitment process is based purely on the merit of the candidates. Canvassing in any form will attract disqualification. xv) No application form will be supplied by the Railway. xvi) Verification of all testimonials and certificates will also be mandatory condition for appointment. xvii) Place of Posting will be decided by the Appropriate Authority. xviii) Photographs pasted on the Application Form, not signed and without date by the candidate may be the cause of rejection of the application. xix) Certificates in languages other than English or Hindi should be accompanied by an attested translation in English/Hindi. xx) Candidates seeking age relaxation and /or refund of Examination Fee must produce the Caste Certificate, PWD certificate, Death Certificate of husband, Affidavit that she has not remarried since 'Copy of Decree from the Competent Court of Law, Discharge Certificate, No Objection Certificate and Bonafide Certificate from the employer, along with the application from where applicable.

9. INVALID APPLICATIONS:

Candidates are requested to read all instructions carefully before sending their applications otherwise their applications are likely to be rejected on one or more of the following reasons in terms of the notification. (i) Applications received after the closing date and time. (ii) Applications not in the prescribed format. (iii) Candidates not having the required Educational or Cultural qualifications on the date of application. (iv) The candidate is under-age/over-age as on 01.01.2020. (v) More than one application submitted by the same candidate for the same post. (vi) Applications without latest photo not being pasted in the provided space. (vii) Application without date & thumb impression unsigned and signed in Block or Capital Letters may be cause of rejection of the application. (viii) Copies of required enclosures not submitted as mentioned in this Notification. (ix) Applications which are incomplete/illegal in any manner. (x) Candidates name figuring in debarred list. (xi) Any other irregularity, considered by the Railway Administration that would render the application invalid/ Rejected. (xii) No column should be left blank, which also may be the cause of rejection of the application.

10. CAUTION: Recruitment is purely merit based. Chittaranjan Locomotive Works have not appointed any agents or coaching centres for acting on its behalf for this recruitment. Candidates are cautioned against any false claims made by any unscrupulous persons/agencies of getting them selected in this recruitment on illegal consideration. If you come across any such persons/agencies, please do inform the **Principal Chief Personnel Officer, Chittaranjan Locomotive Works, P.O.: Chittaranjan, Dist.: Paschim Bardhaman (West Bengal), PIN – 713331.** They can also inform to the **SDGM & Chief Vigilance Officer, Chittaranjan Locomotive Works, P.O.: Chittaranjan, Dist.: Paschim Bardhaman (West Bengal), PIN – 713331.**

NOTE: 1. The CLW administration reserves the right to cancel this recruitment in any stage without any prior notification. 2. Any dispute in regard to this recruitment will be subject to the jurisdiction of High Court of Calcutta.

Enclosure: Annexure- 'A'.

ADK-023

For Principal Chief Personnel Officer

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INDIAN RAILWAYS CHITTARANJAN LOCOMOTIVE WORKS PO:CHITTARANJAN, DIST: WEST BURDWAN PIN:713331(WEST BENGAL)		Annexure-A
Application form for Recruitment of candidate against Cultural Quota for the year 2020-21 for Level-2 Group 'C' Post.		For office use
Employment Notice No.: GMA/E-VII/Rec/CG/2020-21 Dated- 04/05/2020 (Read the instructions carefully before you start filling up the Application Form)		Please affix/paste recent colour passport size photograph (not to be pinned) without cap & without colored glasses (not older than one month) duly attested by signing partially on application and partially on the photo
To THE PRINCIPAL CHIEF PERSONNEL OFFICER CLW/CHITTARANJAN, PO: CHITTARANJAN, DIST: WEST BURDWAN PIN:713331(WEST BENGAL)		
Tick(✓) the appropriate Box for which applying		
Cultural Disciplines	i) Instrument (Acoustic Guitar)	
	ii) Dance(Folk)	
1. Name of The Candidate: _____ (Write In CAPITAL Letters, As Per Matriculation Certificate).		
2. Father's/ Husband's Name: _____		
3. (A) Date of Birth: _____, (B) Age as on 01/01/2020. Year: _____ Month _____ Day _____		
4. Nationality: _____ 5. Religion _____		
6. a) Address for Correspondence: _____ (Write in CAPITAL LETTERS) State: _____ Pin: _____		
b) Permanent Address: _____ (Write in CAPITAL LETTERS) State: _____ Pin: _____		
7. Community: _____ (ST/SC/OBC/UR/EWS) 8. (A) Gender: _____ (B) Marital Status(Single/Married). _____ 9. Nearest Railway Station: _____		

10. Mobile Number: _____ 11. Email: _____

12. Details of Educational Qualification:-

Examination passed	School/Institution/ Board/University	Year of Passing	Marks Obtained	%age of marks	Certificate No.	Class/ division

13. Professional Qualification details:

Cultural Qualification	University/Institution	% of marks	Year of Passing
Diploma			
Degree			
Experience/ Prizes			

14. Personal marks of identification (Scars, moles, or any other visible permanent marks on the body)	1.	
	2.	

15. If you are a Railway Employee or employed in any Government Organisation, please give details (to be supported by attested copy of certificates).

Name of Office	Post held/Designation	Date of appointment	Period of Regular Service

16. Whether belonging to the following categories(tick(✓) the appropriate Box (to be supported by attested copies of certificate)-

Ex-serviceman	Minority	Economically backward class	Widowed but not remarried	Divorced but not remarried	Judicially separated but not remarried

17. Details of IPO's Enclosed (Examination fee)-

Name of the Post Office	IPONo.	Date	Amount

18. Details of enclosures enclosed:

19. DECLARATION BY THE CANDIDATE:

I hereby declare that all the information furnished in this application are true and correct to the best of my knowledge and belief I understand that in the event of the information given herein being found false or incorrect, my candidature for the recruitment on Cultural Quota is liable to be rejected or cancelled in the event of my mis-statement /discrepancy in the particulars being detected after my employment my services are liable to be terminated without any notice to me. I also declare that if I am recruited for the above post I will not apply for transfer to other Railway/Division up to five years from the date of appointment.

20. Place: _____

Date: _____

21. Left Hand Thumb impression (Must be clear and no smudged)

1.	2.

Signature of the candidate (Do not sign in the capital letter)