



# RAIL COACH FACTORY KAPURTHALA

## Employment Notice No. 1/CQ/2011-12

Recruitment against Cultural Quota in Grade ₹. 5200-20200+1900 Grade Pay for the year 2011-12

Applications are invited from eligible candidate for filling up two posts as indicated below against Cultural quota for the year 2011-12.

### (Category code 03)

#### 1. QUALIFICATION FOR CULTURAL QUOTA :

- i) Category : Class-III  
 ii) Grade : Scale ₹. 5200-20200+1900/-  
 iii) No. of posts : 02 (Two)  
 iv) Minimum Educational qualification : a) Metric pass from recognized school, candidate with ITI/ Act apprenticeship in Gen. Fitter/Welding/Electrical trade will be given preference.  
 b) Possession of Degree/Diploma/Certificate in Music/Dance/Drama etc. from Govt. recognized institute.  
 Desirable qualification : a) Experience in the field & performance given on AIR/Doordarshan etc.  
 b) Prizes won at National level.

#### 2. AGE LIMIT

##### 2.1 Age (as on 01.07.2011) :

Category	UR	OBC	SC/ST
Age	18 to 30 years	18 to 33 years	18 to 35 years

##### 2.2 EXTENT OF AGE RELAXATION :

2.2.1 Serving Railway employees who have put in three years of continuous service and substitute who have put in three years of continuous service or three years in broken spells in the Railways.

Category	UR	OBC	SC/ST
Age (upto)	40 years	43 years	45 years

2.2.2 Widows/Divorced women and women judicially separated but not remarried :

Category	UR	OBC	SC/ST
Age (upto)	35 years	38 years	40 years

2.2.3 Persons who had ordinarily domiciled in the Kashmir Division of the State of Jammu & Kashmir during the period from 1st January 1980 to 31st December 1989- by 5 years.

2.2.4 **Staff of Quasi Administrative Offices of Railway Organisations** : Relaxation of age will be to the extent of 5 years (or) service rendered by them in such organizations, whichever is less.

2.2.5 **Ex-SERVICEMEN CANDIDATES** : Relaxation of age will be to the extent of service rendered by them in Defence Services plus 3 years provided they have put in a minimum of 6 months service after attestation and upto the age of 40 years for Reservists not employed in Government Service.

##### 2.2.6 PERSONS WITH DISABILITY :

Category	UR	OBC	SC/ST
Age(upto)	40 years	43 years	45 years

#### 3. EXAMINATION FEE & POSTAL EXPENSES (BOTH NON-REFUNDABLE) :

Examination fee of ₹. 40/- should be paid by the candidates in the form of Crossed Indian Postal order (s) from any post office or A/C payee demand draft from any nationalized bank drawn in favour of **FA & CAO/RCF/Kapurthala**. Validity of bank draft should be minimum six months. The candidate must write his/her name, full address on back of bank draft/postal order.

3.1 **FREE EXAMPTIONS** : Candidates belonging to SC/ST/EXSM, persons with disabilities, Women Candidates, Minority candidates and candidates belonging to Economically Backward Classes are exempted from payment of examination fees.

**Note** : - Minorities will mean Muslims, Christians, Sikhs, Buddhists and Zoroastrians (Parsis).

Economically Backward classes will mean the candidates whose family income is less than ₹. 50,000/- per annum.

Authorities competent to issue income certificates for the purpose of identifying Economically Backward Classes:

- District Magistrate or any other Revenue Officer upto the level to Tehsildar.
- Sitting Member of Parliament of Lok Sabha for persons of their own constituency.
- Below Poverty Line (BPL) Card or any other certificate issued by Central Government under recognized poverty alleviation programme of Izzat MST issued by Railways.
- Union Minister may also recommend for any persons from anywhere in the country.
- Sitting Member of Parliament of Rajya Sabha for persons of the district in which these MPs normally reside.

**Note** : The certificates should be in the prescribed format given below as "format A" and a copy of the same should be enclosed with the application, failing which his/her application shall be rejected.

Income certificate for Waiver Off Examination Fees for Examination :-

- Name of Candidate : .....
- Father's Name : .....
- Age : .....
- Residential Address : .....
- Annual Family Income : .....
- (in Words & Figure) : .....
- Date of Issue : .....
- Signature : .....(Name).....
- Stamp of Issuing Authority : .....

4. **MEDICAL EXAMINATION** : Candidates recommended for appointment will have to pass the requisite medical fitness standards prescribed for the posts to be identified by this organization.

5. **SELECTION PROCESS & FORMATION OF PANEL** : The selection against Cultural quota will comprise written test (Objective type question) & Practical demonstration etc. The candidate who apply in response to this notification issued and are found eligible for consideration for appointment against cultural quota should be assessed on the basis of :

i. **Written test** : : 50 marks

(Note: The written test will consist of objective type questions.)

ii. **Assessment of talent in the relevant field on**

(a) The basis of practical demonstration : 35 marks

(b) Testimonial/prize etc. : 15 marks

**Total** : 100 marks

6. **SYLLABUS** : The syllabus of written test will be based upon the educational qualification and Degree/Diploma/Certificate in music/dance/drama etc.

7. **HOW TO APPLY** : (i) Application in prescribed format on A-4 size good quality paper may be down loaded from the website [www.rcf.kapurthala.com](http://www.rcf.kapurthala.com). or may be typed neat & clean one side.

(ii) Applications in some other format or not having complete details or not fulfilled the requisite qualification etc. are liable to be rejected.

(iii) The application should be filled in candidate's own hand writing only on one side of the paper duly signed and dated. Application filled in by any body other than the applicant will be rejected.

(iv) The application form as per the prescribed format should be filled only in Hindi or English language.

(v) Two identical copies of the latest passport size photographs one pasted on the application in the space provided and one firmly stitched to the application should be sent.

(vi) Only Photostat copies of the certificates and not originals in proof of age, Educational Qualifications, community etc. duly attested by a Gazetted officer should be enclosed.

(vii) The candidates should send his/her application duly filled in along with required documents by ORDINARY POST ONLY, so as to reach Rail Coach Factory Kapurthala within the closing date or alternatively the cover containing the application can be personally deposited in the box provided for the purpose in the office of GM(P), Rail Coach Factory Kapurthala during working hours on or before the closing date.

(viii) Speed post/Courier/Registered Post (with or without AD) will not be acknowledged. Such applications will be deemed to have been deposited in the box provided at Personnel Department, RCF/Kapurthala.

(ix) The RCF/KXH will not be responsible for any postal delay or wrong deliveries. Candidates sending their applications by post are advised to post their applications sufficiently in advance so that it reaches Rail Coach Factory Kapurthala during working hours or before the closing date.

(x) Serving employees : Candidates working in Government or Public Sector Enterprises/Undertaking including Railway should send their application through proper channel.

(xi) The candidate should have requisite prescribed qualification on the day of submission of application.

(xii) Railway Administration reserve the right to cancel the selection in exceptional circumstances.

(xiii) Only the candidates who possess the prescribed qualification may apply otherwise the applications will be rejected.

(xiv) Without requisite documents, applications will be rejected.

(xv) Application of candidate signed in block letters in application form will be rejected.

(xvi) Candidates selected for the post against Cultural Quota will have to serve 5 years service in this organization and will not seek transfer to other Railway/Units, before 5 years service.

(xvii) Under no Circumstances application received after the closing date and time will be entertained.

8. **LAST DATE FOR RECEIPT OF APPLICATION** : The last date for the receipt of applications (closing date) in Rail Coach Factory Kapurthala is **Dt. 28.06.2011 upto 17:00 hours**.

No: G-122-01/GM/P/014/11-12

General Manager (P)

**APPLICATION FORM FOR RECRUITMENTS IN GRADE ₹. 5200-20200 + 1900 GRADE PAY IN  
RAIL COACH FACTORY KAPURTHALA AGAINST CULTURAL QUOTA FOR THE YEAR 2011-12**

**Employment Notice No. 1/CO/2011-12**

**Category Code 3**

1. Name in full : \_\_\_\_\_  
(Block letter)
2. Father's Name : \_\_\_\_\_
3. Date of Birth : \_\_\_\_\_
4. Age as on : \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days  
(01.07.11)
5. Whether SC/ST/OBC: \_\_\_\_\_  
EX-Serviceman/Persons with Disabilities/Women Candidates.  
(Please- Specify)
6. Permanent Address: Village/City \_\_\_\_\_  
P.O. \_\_\_\_\_ Teh. \_\_\_\_\_  
Distt. \_\_\_\_\_ State \_\_\_\_\_ Pin Code \_\_\_\_\_
7. Potal Address : Village/City \_\_\_\_\_  
P.O. \_\_\_\_\_ Teh. \_\_\_\_\_  
Distt. \_\_\_\_\_ State \_\_\_\_\_ Pin Code \_\_\_\_\_
8. Nearest Rly. Station : \_\_\_\_\_
9. Telephone No. if any (P & T) \_\_\_\_\_ Mobile No. if any \_\_\_\_\_
10. Essential Qualification:-
  - a) i) Educational qualification (Academic): \_\_\_\_\_
  - ii) Technical qualification : \_\_\_\_\_
  - b) Cultural Talent a) : \_\_\_\_\_  
Qualification b) : \_\_\_\_\_
  - c) Desirable a) : \_\_\_\_\_  
Qualification b) : \_\_\_\_\_
11. Identification Marks (1) \_\_\_\_\_ (2) \_\_\_\_\_
12. Details of fee paid :- Mode of payment through DD/IPO \_\_\_\_\_ No. \_\_\_\_\_  
Date \_\_\_\_\_ Amount \_\_\_\_\_ Issuing Authority Name & Address \_\_\_\_\_

Affix here Latest  
passport size  
Photo (Attested  
by Gazetted  
Officer)

**DECLARATION**

I \_\_\_\_\_ hereby, declare an oath that information given above is true to the best of my knowledge and belief. I undertake to work whole heartedly for the promotion of cultural events after having been appointed against Cultural quota in addition to normal duties assigned to me, failing which I am liable to be removed from service.

(Signature of candidate in Hindi:)

Name : \_\_\_\_\_  
Place : \_\_\_\_\_  
Dated : \_\_\_\_\_

(Signature of candidate in English)

Name : \_\_\_\_\_  
Place : \_\_\_\_\_  
Dated : \_\_\_\_\_

Thumb impression in case of Male L.T.I or in case of Female R.T.I

**"Serving Customers with a Smile"**