



RAILWAY GOODS SHED WORKERS WELFARE COOPERATIVE SOCIETY

Basant Road, Pahar Ganj, New Delhi 110055.

Email : helpdesk@rmgs.org, Website : www.rmgs.org

EMPLOYMENT NOTICE NO. 04/2023 FOR THE POSTS OF WELFARE OFFICER, JUNIOR ASSISTANTS AND JUNIOR TIME KEEPER

IMPORTANT DATES & TIME

Date of Publication in RGSWWCS website	14.04.2023
Opening of online registration of Applications	26.04.2023 at 01.00 hrs.
Closing of online registration of Applications	25.05.2023 at 23.59 hrs.
Closing Date & Time for Payment of Application Fee through:	25.05.2023 at 23.59 hrs.
Final submission of Applications	25.05.2023 at 23.59 hrs.
Computer Based Tests (CBTs)	Tentatively scheduled between November - December 2023

With the primary goal of providing the workers of railway maal godam sheds with the fundamental rights and amenities required for them to live dignified lives, the railway goods shed worker's welfare cooperative society was founded in 2001 in accordance with the multi-state cooperative societies act, government of India. We are the biggest and most effective cooperative society of railway warehouse (mallgodam) workers in India. The main objective of this cooperative society is to liberate the workers from unemployment, poverty, hunger, deprivation, and illiteracy for the sake of India's development and to create a robust, healthy, and affluent India. Railway goods shed worker's welfare cooperative society main aim is that our labours who are working in the godowns of Indian railway goods shed should be nationalized, they should be given all the government facilities as they are contributing the same as others who are working for Indian railway. Currently more than 7 lakh workers are working. Our cooperative society moral and prime responsibility is to fight for the welfare of our members and we are committed to it.

ONLINE applications are invited by RGSWWCS from eligible Indian Nationals for the posts of Welfare Officer, Junior Assistants and Junior Timekeeper in various RGSWWCS offices in India.

DETAILS OF VACANCIES

- A. Minimum Educational Qualification of 10th (10th Pass) or its equivalent examination and Age between 18 to 34 Years as on 01.07.2023.

Sl. No.	Name of the post	Level in 7 th CPC	Initial pay (Rs.)	Total Vacancies
1	Junior Time Keeper	2	28,000	1676

- B. Minimum Educational Qualification of 12th (+2 Stage) or its equivalent examination and Age between 18 to 34 Years as on 01.07.2023.

Sl. No.	Name of the post	Level in 7 th CPC	Initial pay (Rs.)	Total Vacancies
1	Junior Assistants	4	34,000	908



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- C. Minimum Educational Qualification of a University Degree or its equivalent and Age between 18 to 34 Years as on 01.07.2023.

Sl. No.	Name of the post	Level in 7 th CPC	Initial pay (Rs.)	Total Vacancies
1	Welfare Officer	6	40,000	606

- Reservations for SC, ST, OBC (Non Creamy Layer), EWS, PwBD, ExSM and Relaxations in age for various eligible categories will be applicable as per details contained in this Notification.
- These posts come under the rules and regulations of Multi-State Cooperative Societies Act, Employment and Pensionable under New Pension Scheme introduced by Government of India with effect from 01.01.2004 and service conditions are mutatis mutandis as applicable RGSWWCS employees as amended from time to time.
- The candidates are advice to apply only one post which is suitable to them best as per eligibility. In case a candidate still wishes to apply for more than one post if he / she is eligible and desires to do so. In such cases, the candidate will have to pay the requisite fee and application forms with new email id separately for each post.

IMPORTANT INSTRUCTIONS - ONLINE REGISTRATION & SUBMISSION OF APPLICATION

- 1) Candidates should ensure that they possess/fulfill all eligibility conditions prescribed for the post(s) as on the closing date of online registration i.e. as on 25.05.2023. **CANDIDATES WAITING FOR FINAL RESULTS OF PRESCRIBED EDUCATIONAL QUALIFICATION ARE ELIGIBLE TO APPLY PROVIDED THEY SUBMIT DOCUMENTS ON THE DATE OF DOCUMENTS VERIFICATION.**
- 2) Before filling up the online application, candidates are advised to thoroughly read all the instructions and information in the Notification available on the website.
- 3) Candidates are advised to visit only official website of the www.rmgs.org.
- 4) **Candidates should have their own mobile number, valid & active personal email id and keep them active for the entire duration of recruitment as RGSWWCS shall send all recruitment related communications only through SMS and email till the recruitment is completely over. RGSWWCS will not entertain any request for change of mobile number and email address at any stage.**
- 5) Candidates are required to go through the Post Parameter Table and Vacancy Table and ascertain their eligibility. Only thereafter, the candidates should exercise options for the RGSWWCS and post(s) within the chosen RGSWWCS region as per their eligibility.
- 6) **Eligibility of the candidates will be considered only on the strength of the information furnished in the ONLINE Application.** Candidates need NOT send printouts of application or Certificates or copies to RGSWWCS Centre concerned by post. If at any stage of recruitment or thereafter, it is found that any information furnished by the candidate in his/her application is false/incorrect or the candidate has suppressed any relevant information or the candidate does not satisfy the eligibility criteria for the post(s), his/her candidature will be rejected forthwith.



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- 7) RGSWWCS shall not entertain any representation for modification of the information furnished in the application.
- 8) Center/City allocation for CBTs will depend upon technical and logistical feasibility. Candidates may have to travel to other Cities/States for attending CBTs. Request for Change of Exam Centre shall NOT be allowed under any circumstances.
- 9) To avoid last minute rush, candidates are advised in their own interest to register and submit ONLINE application much before the closing date since there may be a possibility of inability/failure to log on to the website of RGSWWCS concerned on account of heavy load on the internet or website during last days of online registration. RGSWWCS do not accept any responsibility for the candidates not being able to register and/or submit their application within the last day on account of aforesaid reasons or any other reason.
- 10) **Compulsory knowledge of Local Language:** The candidate should have studied the local language i.e., (Name of Local language) at least up to 10th standard [as compulsory or elective subjects]. Local candidates of the same state in which state vacancies has been notified will be given preference on other states non local candidates.

IMPORTANT INSTRUCTIONS - EXAMINATION PROCESSES

- 1) **Malpractices:** Any candidate found using unfair means of any kind in the examination/CBT, sending someone else in his/her place to appear in the examination, attempt to impersonate will be debarred from appearing in all the examinations of all the RGSWWCS for lifetime and if already appointed, will be dismissed from service. Such candidates are also liable for legal prosecution.
- 2) **Banned items:** Electronic gadgets like mobile phones, blue tooth, pen drive, laptops, calculators, wrist watches or any other communication devices or pen/pencil, wallet/purses, belts, shoes and metallic wears including ornaments etc. are strictly NOT allowed inside the exam hall. Any infringement of this instruction shall entail summary rejection besides legal action including debarment from future examinations. Candidates are advised in their own interest not to bring any of the banned items including mobile phones etc. to the venue of the examination, **as arrangements for safe keeping cannot be assured.**
- 3) **Call Letters:** Candidates will have to download the City and Date Intimations, e-Call from the links provided on the official websites of RGSWWCS.
- 4) **Normalization of Marks:** Marks will be normalized for all the stages of exam involving multiple sessions. Marks will be normalized as per the formulae given in this Notice.
- 5) **Short Listing for Various Stages:** The short listing for will be based on the merit of the candidates in CBT.
- 6) **Negative Marking:** There shall be negative marking for incorrect answer in CBT. Deduction of 1/3rd of the marks allotted for each question shall be made for each wrong answer.



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DETAILED NOTIFICATION

1.0 GENERAL INSTRUCTIONS

- 1.1 Admission to all stages of recruitment process shall be purely provisional, subject to the candidate satisfying the prescribed eligibility conditions.
- 1.2 Mere issue of e-Call letter to the candidates will NOT imply that their candidature has been finally accepted by the RGSWWCS.
- 1.3 RGSWWCS conduct verification of eligibility conditions with reference to original documents only after the candidates have qualified in all the stages of examinations and are shortlisted for Document Verification. RGSWWCS may reject the candidature of any applicant at any stage of recruitment process in case the candidate is found to be not fulfilling the requisite criteria and if appointed, such a candidate is liable to be removed from service summarily.
- 1.4 Before applying for the post(s) against this notification, candidates should satisfy themselves that they fulfill all the eligibility norms including age, educational qualification(s) and medical standard (s). Candidates should ensure that they have requisite educational / technical qualifications from recognized Board / University / Institute **as on the closing date for online registration i.e. 25.05.2023. Those awaiting results of the final examination for the prescribed qualification are eligible provided they acquired certificate before document verification date.**
- 1.5 Applications of candidates who are attempting to apply with minor changes of information and /or facts to more than one RGSWWCS and/or multiple applications to the same RGSWWCS will be summarily rejected and such candidates will be debarred from all future examinations of RGSWWCS.
- 1.6 Candidates, who have been debarred by any RGSWWCS either for life or for a specified period which is not yet completed, should NOT apply for this notification. Their candidature will be rejected during any stage of recruitment as and when detected.
- 1.7 Candidates should enter their Name, Father's Name and Date of Birth as recorded in the SSLC/Matriculation/High School Examination Certificate or an equivalent Certificate ONLY.

In cases of name change, candidates should indicate their changed Name only in the ONLINE application. However, other details should match with the Matriculation or Equivalent certificate. Date of such change should be prior to the date of registration of ONLINE application.

Gazette Notification or any other legal document as applicable for such cases should be submitted at the time of Document Verification (DV).
- 1.8 Signatures of the candidates on all documents should be identical in all stages of recruitment process and must be in running hand and not in block/capital or disjointed letters. Signatures in different style at the time of CBT, Document Verification, Medical examination etc. may result in cancellation of candidature.
- 1.9 Dates of examinations will also be published on the websites of participating RGSWWCS. The e-call letters for CBTs, Computer based Aptitude Test and document verification (as applicable) should be downloaded ONLY from websites of the RGSWWCS concerned. No call letter will be sent by post. The CBT Centre, date and shift indicated in the e-call letter shall be final.



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- 1.10 Vacancies indicated in this Notification are provisional and may undergo any change (increase/decrease) or even become NIL in total or in specific RGSWWCSs / Units / Communities / Posts at a later stage depending upon the actual needs of the RGSWWCS Administration. Also, additional posts if required by the RGSWWCS(s) may also be included at later stage. The RGSWWCS Administration also reserves the right to cancel the notified vacancies at any stage at its discretion and such decision will be final and binding on all. In the event of cancellation of notified vacancies, the examination fee paid by the candidates will not be refunded except for candidates who have attended the CBT.
- 1.11 In case of shortfall in empanelment of candidates or other exigencies, RGSWWCS reserves the right to utilize the extra list of candidates (standby list), if required, as per the merit and option of the candidates.
- 1.12 Selection by RGSWWCS does not confer upon candidates any right of appointment in the RGSWWCSs. The function of the RGSWWCS is to recommend names of suitable candidates to the concerned authorities of the Zonal RGSWWCS/Production Unit who in turn will issue the offer of appointment letter subject to availability of vacancies and candidates satisfying all eligibility criteria including antecedents and character.
- 1.13 Selected candidates will have to undergo training, wherever prescribed, and during training period, only stipend will be paid as applicable.
- 1.14 Selected candidates will have to execute Surety and/or Indemnity Bond wherever necessary at the time of joining in RGSWWCSs.
- 1.15 Ordinarily, a RGSWWCS servant shall be employed throughout his/her service on the RGSWWCS or RGSWWCS establishment to which he/she is posted on first appointment and shall have no claim as a right for transfer to another RGSWWCS or another establishment. In the exigencies of service, however, it shall be open to the Competent Authority to transfer the RGSWWCS servant to any other department or RGSWWCS or RGSWWCS establishment including a project in or out of India.
- 1.16 RGSWWCS reserve the right to incorporate any subsequent changes / modifications / additions in the terms & conditions of recruitment under this NOTIFICATION as necessitated and applicable.
- 1.17 RGSWWCS may share, with the consent of the candidates, the scores obtained by them in RGSWWCS exams with other Ministries/Departments/PSUs and Private Organizations, for recruitment in their organizations. Candidates may give their consent for the same or otherwise while filling the ONLINE application.

NATIONALITY/CITIZENSHIP

A candidate must be either:

- (a) a citizen of India, or
- (b) a subject of Nepal, or
- (c) a subject of Bhutan, or
- (d) a Tibetan refugee who came over to India, before the 1st January, 1962 with the intention of permanently settling in India, or
- (e) Provided that a candidate belonging to categories (b), (c), (d) above, shall be a person, in whose favor a certificate of eligibility has been issued by the Government of India.



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4.1 A candidate in whose case a certificate of eligibility is necessary may be admitted to the examination but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government of India.

5.0 AGE LIMIT

5.1 The lower and upper age limit indicated for the post in the Vacancy Table will be reckoned as on 01.07.2023.

5.2 However, the relaxation in upper age limit / maximum upper age for the following categories/communities is given as indicated in the table below subject to submission of requisite certificates.

Sl. No.	Community/categories	Relaxation in upper age limit (or) maximum upper age for Under-Graduate posts
1	OBC-Non Creamy Layer (NCL)	3 Years
2	SC/ST	5 Years
3	Ex-Servicemen candidates who have put in more than 6 months service after attestation.	UR 30 Years plus Number of years of service rendered in Defence plus 3 years.
		OBC-NCL 33 Years plus Number of years of service rendered in Defence plus 3 years.
		SC/ST 35 Years plus Number of years of service rendered in Defence plus 3 years.
4	PwBD UR	10 Years
	PwBD OBC-NCL	13 Years
	PwBD SC/ST	15 Years
5	Candidates ordinarily been domiciled in the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989.	UR 35 Years
		OBC-NCL 38 Years
		SC/ST 40 Years
6	Candidates who are serving Group 'C' and erstwhile Group 'D' RGSWWCS Staff, Casual Labour and Substitutes and put in minimum 3 years of service (continuous or in broken spells).	UR 40 Years of age
		OBC-NCL 43 Years of age
		SC/ST 45 Years of age
7	Candidates who are working in Administrative offices of the RGSWWCS organization such as RGSWWCS Canteens, Co-operative Societies and Institutes.	UR 30 Years plus length of service rendered or 5 years, whichever is lower.
		OBC-NCL 33 Years plus length of service rendered or 5 years, whichever is lower.
		SC/ST 35 Years plus length of service rendered or 5 years, whichever is lower.



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- 5.3 Age relaxation is allowed to SC/ST/OBC-NCL (Non Creamy Layer) candidates applying against unreserved vacancies.
- 5.4 PwBD candidates applying against UR vacancies will be allowed age relaxation applicable for UR PwBD only.
- 5.5 If a candidate is eligible for relaxation of age on more than one ground, he/she would be accorded the highest of the age relaxations for which he/she is eligible.
- 5.6 **Candidates should note that the date of birth filled in this application should be same as recorded in the Matriculation/SSLC/Xth Class or an equivalent certificate. No subsequent request for its change will be considered.**

6.0 EXAMINATION FEE

Candidates applying for the posts in this CEN have to pay the prescribed fee as per their category detailed below:

Sl. No.	Candidate Categories	Fee (Rs.)
1	For all candidates except the fee concession categories	750
2	For PwBD / Female /Transgender/ Ex-Servicemen candidates and candidates belonging to SC/ST/Minority Communities/ Backward Class.	500

7.0 Modes of Payment of Fee

a. ONLINE fee payment through internet banking or Debit/Credit cards or UPI.

7.1 Fee Payment:

All applicable service charges for fee payment through the mode of payment chosen shall be borne by the candidate. The receipt should be preserved. The same should be produced on demand at the time of document verification.

7.2 Minorities include Muslims, Christians, Sikhs, Buddhists, Jains and Zoroastrians (Parsis) subject to revision / deletion / inclusion, if any, received till the closing date for ONLINE registration of application for this NOTIFICATION.

Candidates belonging to minority communities availing waiver of examination fee will be required to furnish, at the time of document verification, Minority Community Declaration affidavit on non-judicial stamp paper that they belong to any of the above minority communities, failing which their candidature will be rejected.

7.3 **The examination fee paid will not be refunded.**

8.0 VERTICAL RESERVATION

8.1 This Notification provides for Vertical Reservation for Scheduled Caste (SC), Scheduled Tribe (ST), Other Backward Classes (OBC) - Non Creamy Layer (NCL) and Economically Weaker Sections (EWS), wherever applicable and admissible, and as communicated by the Indenting RGSWWCS under extant rules.



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- 8.2 All candidates, irrespective of community may be considered against UR vacancies, subject to fulfillment of parameters for UR candidates. However, against the vacancies earmarked for specific communities (SC/ST/OBC-NCL/EWS), only candidates belonging to that community will be considered.
- 8.3 For availing reservation, SC/ST/OBC-NCL candidates should furnish Caste Certificate from competent authorities as per the format (for SC/ST candidates) and for OBC-NCL candidates at the time of document verification. Further, in case of OBC-NCL candidates, the certificates should specifically indicate that they do not belong to the Persons/Sections (Creamy Layer) mentioned in Column 3 of the Schedule of the Government of India, Department of Personnel and Training O.M.No.36012/22/93-Estt. (SCT) dated 08.09.93 & its subsequent revision through O.M.No.36033/3/2004-Estt. (Res) dated 09.03.2004, 27.05.2013, 13.09.2017 and further revision, if any, received till the closing date for ONLINE Registration of applications for this CEN. The candidates should ensure that they belong to the OBC- Non Creamy Layer (NCL) category while applying for the posts against this CEN. Such candidates should produce a valid OBC certificate in the prescribed format during document verification. Further, in addition to the community certificate (OBC), a declaration in the prescribed format has to be furnished by the candidates during document verification, that he/she does not belong to the creamy layer. The certificate produced shall not be older than one year at the time of document verification. In case of not complying to these stipulations, their claim for reserved status (OBC-NCL) will not be entertained and the candidature / application of such candidates, if fulfilling all the eligibility conditions for General (Unreserved) category, will be considered under General (UR) vacancies only.

8.4 EWS (Economically Weaker Section) Reservation

Candidates who are not covered under the scheme of reservation for SC/ST/OBC- NCL and whose family gross annual income is below Rs. 8 Lakh (Rupees eight lakh) are to be identified as EWS for benefit of reservation for EWS. The income shall also include income from all sources i.e. salary, agriculture, business, profession etc. for the financial year prior to the year of application. Also candidates whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of family income:

- i. 5 acres of agricultural land and above;
- ii. Residential flat of 1000 sq. ft. and above;
- iii. Residential plot of 100 sq. yards and above in notified municipalities;
- iv. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

The property held by a "Family" in different locations or different places/cities would be clubbed while applying the land or property holding test to determine EWS status.

The term "Family" for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by a Competent Authority. The Income and Asset Certificate issued by any one of the following authorities in the prescribed format shall only be accepted as candidate's claim as belonging to EWS:



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- a) District Magistrate/Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / 1st Class Stipendiary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner
- b) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate
- c) Revenue Officer not below the rank of Tehsildar and Sub-Divisional Officer of the area where the candidate and/or his family normally resides.

The candidates applying against the vacancies reserved for EWS must possess Income and Asset Certificate as on closing date of registration of application for this Notification. Accordingly, they have to fill up the certificate number, date of issue of the certificate, issuing authority, district and state of issue in the online application. Further, these candidates are also required to produce valid Income and Asset Certificate during document verification. In case of non-compliance to these stipulations, their claim for reserved status under EWS will not be entertained and the candidature / application of such candidates, if fulfilling all the eligibility conditions for General (UR) category, will be considered under General (UR) vacancies only.

- 8.5 Candidates belonging to SC/ST/OBC-NCL/EWS who fulfill required minimum educational qualification can also apply against UR vacancies. They will however, have to compete with the UR candidates. No age relaxation will be allowed to such SC/ST/OBC-NCL candidates applying against UR vacancies. However, candidates have to indicate their actual community in the application.
- 8.6 Community/EWS status as on the closing date for ONLINE Registration of application for this NOTIFICATION shall only be considered for availing reservation benefits if eligible and any change in the community/EWS status of the candidate thereafter shall not be entertained.

9.0 HORIZONTAL RESERVATION:

- 9.1 This NOTIFICATION provides for horizontal reservation for Ex-Servicemen (ExSM) and Persons with Benchmark Disabilities (PwBD) irrespective of their community.
- 9.2 Vacancies for ExSM and PwBD wherever given in the vacancy table are not separate but are included in the total number of vacancies.
- 9.3 Wherever vacancies for PwBD are shown separately without any community wise allotment, those vacancies are separate and not part of regular vacancies.
- 9.4 ExSM candidates may also apply against regular vacancies of any post(s) without separate earmarked ExSM vacancies. Even for these posts they are eligible for age relaxation and fee exemption as applicable for ExSM.
- 9.5 PwBD candidates of a particular disability may also apply against regular vacancies of any post(s) which are not having separate earmarked PwBD vacancies subject to condition that the post should have been identified suitable for that disability. Even for these posts they are eligible for age relaxation and fee exemption as applicable for PwBD.
- 9.6 If regular PwBD vacancies cannot be filled due to non-availability of suitable candidates under the type of disability for which vacancy is reserved or for any other sufficient reason, these shall not be filled and shall be carried forward as backlog vacancy to the next recruitment cycle.

However, for the backlog PwBD vacancies indicated in the CEN, if candidates of specified disability for which vacancies reserved are not available, these can be filled



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by candidates of other disabilities for which the post is suitable. In case of non-availability of any PwBD candidate of the disabilities for which the post is identified as suitable, the vacancies will be filled by regular (those who are not PwBD) candidates in order of merit.

10.0 EX-SERVICEMEN (ExSM) :

10.1 The term Ex-Servicemen means a person who has served in any rank (whether as a Combatant or non-Combatant) in the regular Army, Navy or Air Force of the Indian Union but does not include a person who has served in the Defence Security Corps, the General Reserve Engineering Force, the Lok Sahayak Sena and the Para Military Forces and

- a. Who either has been retired or relieved or discharged from such service whether at his/her own request or being relieved by the employer after earning his or her pension; (or)
- b. Who has been relieved from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; (or)
- c. who has been released from such service as a result of reduction in establishment; (or)
- d. Who has been released from such service after completing the specific period of engagement, otherwise than on his own request, or by way of dismissal, or discharge on account of misconduct or inefficiency and has been given a gratuity; and includes personnel of the Territorial Army, namely, pension holders for continuous embodied service or broken spells of qualifying service; (or)
- e. Personnel of Army Postal Service who are part of Regular Army and retired from the Army Postal Service without reversion to their parent service with pension, or are released from the Army Postal Service on medical grounds attributable to or aggravated by military service or circumstances beyond their control and awarded medical or other disability pension; (or)
- f. Personnel who were on deputation in Army Postal Service for more than six months prior to 14th April 1987; (or)
- g. Gallantry award winners of the Armed forces including personnel of Territorial Army; (or)
- h. Ex-recruits boarded out or relieved on medical ground and granted medical disability pension w.e.f. 01.02.2006.

10.2 Persons serving in the Armed Forces of the Union, who on retirement from service would come under the category of Ex-Servicemen are eligible to apply for re-employment one year before the completion of the specific terms of engagement and avail themselves of all concessions available to Ex-Servicemen but such persons shall not be permitted to leave the uniform until they complete the specific terms of engagement in the Armed Forces of the Union.

Accordingly, such serving Defence personnel to be released within one year from the closing date of ONLINE Registration of applications for this Notification (i.e. on or before 31.03.2022 can also apply, both for vacancies earmarked for Ex-Servicemen and for posts not reserved for them. However, they should possess the prescribed educational qualifications as on the closing date of registration of online applications for this Notification. e. 25.05.2023.



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- 10.3 Ex-Servicemen candidates who have already secured civil employment under Central Government in Group C & D (including PSUs, autonomous bodies/statutory bodies, nationalized banks etc.) after availing of the benefits given to Ex-Servicemen will be permitted only the benefit of age relaxation as prescribed for Ex-Servicemen for securing another employment in a higher grade or cadre in Group C/D under Central Government. Such candidates will not be considered against the vacancies reserved for Ex-Servicemen in the Central Government jobs.
- 10.4 If an Ex-Serviceman applies for various vacancies before joining any civil employment, he/she can avail the benefit of reservation as Ex-Servicemen for any subsequent employment, subject to the condition that an Ex-Serviceman as soon as he/she joins any civil employment, should give self-declaration/undertaking to the concerned employer about the date wise details of application for various vacancies, including this CEN, for which he/she had applied for, before joining the initial civil employment. The acknowledged copy of this declaration along with no objection certificate (NOC) from the civil employer should be produced during document verification failing which they will not get benefit of reservation for Ex- Servicemen.
- 10.5 The Medical standard of Ex-Serviceman will be according to Para 534 of Indian RGSWWCS Medical Manual (IRMM) Volume I.

11.0 PERSONS WITH BENCHMARK DISABILITIES (PwBD)

- 11.1 The suitability or otherwise of a post for PwBD has been indicated against each post, under the column Suitability for Persons with Benchmark Disability with details of sub disability in Post Parameters Table.

Benchmark Disabilities: - As per The Rights of Persons with Disabilities (RPwD) Act, 2016 (effective from 19th April, 2017), the Benchmark Disabilities are as under:-

- (a) Blindness and low vision;
- (b) Deaf and hard of hearing;
- (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
- (d) Autism, intellectual disability, specific learning disability and mental illness;
- (e) Multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness in the posts identified for each disability.

Definition of Specified Disabilities as provided in the Schedule of RPwD Act, 2016 is as mentioned below:

11.2 Definition of Specified Disabilities:

1. Physical disability: -

A) Locomotor disability (a person's inability to execute distinctive activities associated with movement of self and objects resulting from affliction of musculoskeletal or nervous system or both), including-

(a) Leprosy cured person means a person who has been cured of leprosy but is suffering from—

(i) loss of sensation in hands or feet as well as loss of sensation and paresis in the eye and eye-lid but with no manifest deformity;

(ii) manifest deformity and paresis but having sufficient mobility in their hands and feet to enable them to engage in normal economic activity;



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(iii) extreme physical deformity as well as advanced age which prevents him/her from undertaking any gainful occupation, and the expression "leprosy cured" shall be construed accordingly;

(b) cerebral palsy means a group of non-progressive neurological condition affecting body movements and muscle coordination, caused by damage to one or more specific areas of the brain, usually occurring before, during or shortly after birth;

(c) dwarfism means a medical or genetic condition resulting in an adult height of 4 feet 10 inches (147 centimeters) or less;

(d) muscular dystrophy means a group of hereditary genetic muscle disease that weakens the muscles that move the human body and persons with multiple dystrophy have incorrect and missing information in their genes, which prevent them from making the proteins they need for healthy muscles. It is characterized by progressive skeletal muscle weakness, defects in muscle proteins, and the death of muscle cells and tissue;

(e) acid attack victims means a person disfigured due to violent assaults by throwing of acid or similar corrosive substance.

B) Visual impairment—

(a) blindness means a condition where a person has any of the following conditions, after best correction—

(i) total absence of sight; or

(ii) visual acuity less than 3/60 or less than 10/200 (Snellen) in the better eye with best possible correction; or

(iii) limitation of the field of vision subtending an angle of less than 10 degree.

(b) low vision means a condition where a person has any of the following conditions, namely: -

(i) visual acuity not exceeding 6/18 or less than 20/60 upto 3/60 or upto 10/200 (Snellen) in the better eye with best possible corrections; or

(ii) limitation of the field of vision subtending an angle of less than 40 degree upto 10 degree.

C) Hearing impairment—

(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

D) (1) speech and language disability means a permanent disability arising out of conditions such as laryngectomy or aphasia affecting one or more components of speech and language due to organic or neurological causes.

(2) Intellectual disability, a condition characterized by significant limitation both in intellectual functioning (reasoning, learning, problem solving) and in adaptive behaviour which covers a range of every day, social and practical skills, including

(a) specific learning disabilities means a heterogeneous group of conditions wherein there is a deficit in processing language, spoken or written, that may manifest itself as a difficulty to comprehend, speak, read, write, spell, or to do mathematical calculations and includes such conditions as perceptual disabilities, dyslexia, dysgraphia, dyscalculia, dyspraxia and developmental aphasia;



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(b) autism spectrum disorder|| means a neuro-developmental condition typically appearing in the first three years of life that significantly affects a person's ability to communicate, understand relationships and relate to others, and is frequently associated with unusual or stereotypical rituals or behaviours.

(3) Mental behavior– mental illness means a substantial disorder of thinking, mood, perception, orientation or memory that grossly impairs judgment, behaviour, capacity to recognize reality or ability to meet the ordinary demands of life, but does not include retardation which is a condition of arrested or incomplete development of mind of a person, specially characterized by sub normality of intelligence.

(4) Disability caused due to– (a) chronic neurological conditions, such as–

(i) multiple sclerosis|| means an inflammatory, nervous system disease in which the myelin sheaths around the axons of nerve cells of the brain and spinal cord are damaged, leading to demyelination and affecting the ability of nerve cells in the brain and spinal cord to communicate with each other;

(ii) Parkinson's disease means a progressive disease of the nervous system marked by tremor, muscular rigidity, and slow, imprecise movement, chiefly affecting middle-aged and elderly people associated with degeneration of the basal ganglia of the brain and a deficiency of the neurotransmitter dopamine.

(b) Blood disorder–

(i) Haemophilia means an inheritable disease, usually affecting only male but transmitted by women to their male children, characterized by loss or impairment of the normal clotting ability of blood so that a minor wound may result in fatal bleeding;

(ii) Sickle cell disease|| means a hemolytic disorder characterized by chronic anemia, painful events, and various complications due to associated tissue and organ damage; hemolytic refers to the destruction of the cell membrane of red blood cells resulting in the release of hemoglobin.

(5) Any other category as may be notified by the Central Government.

11.3. **Degree of Benchmark Disability for Reservation and Competent Authority for Issue of Disability Certificate:** Only such persons would be eligible for relaxation in conditions/ reservation in posts who suffer from not less than 40 percent of relevant benchmark disability. Those Persons with Benchmark Disabilities (PwBD) who have availed the relaxation and/or reservation and shortlisted for Document Verification have to submit Certificate of Disability issued by the Competent Authority as per the form V, VI and VII of rule 18(1) under chapter 7 of Rights of Persons with Disabilities Rules, 2017 dated 15.06.2017. The existing certificates of disability issued under the Persons with Disabilities Act 1995 (since repealed) shall continue to be valid for the period specified therein.

11.4 **Assistance of Scribe:** Visually Impaired (VI) candidates/candidates whose writing speed is affected by Cerebral Palsy/muscular dystrophy/candidates with Locomotor disability (one arm)/Intellectual disability (Autism, specific learning disability and mental illness) can avail the assistance of scribe for writing answers on their behalf. For engaging the scribe, candidates will have to indicate the same while filling ONLINE application form. Engagement of scribe will be subject to the following conditions:

(a) Candidates will have to arrange for the scribe on their own.

(b) The qualification of the scribe should be one step below the qualification of the candidate taking examination.



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- (c) **The scribe so arranged should not himself/herself be the candidate for the Notification for which the candidate is appearing.** Also same scribe should not be engaged for more than one candidate. The scribe and the candidate shall give a declaration to this effect. Any violation, if detected at any stage, will render both candidate and scribe disqualified.
 - (d) **Candidates opting for scribe will have to provide additional details for scribes via email to helpdesk@rmgs.org along with ONLINE application submitted pdf form so that RGSWWCS can issue e-Call Letter for scribe and the same shall be signed by both candidate and scribe. Scribe should produce original and valid ID proof at CBT Center and bring passport size photograph.**
 - (e) Separate e-Call Letter will be issued to scribes accompanying the candidates.
 - (f) The candidate shall be responsible for any misconduct on the part of the scribe brought by him/her during the examination.
 - (g) Candidates availing the assistance of a scribe shall be eligible for compensatory time of not less than 20 minutes for every hour of examination.
- 11.5 All one eyed candidates and candidates whose visual degree of disability is less than 40% shall not be considered as Visually Impaired persons and the provision for engaging scribe shall not be applicable to them.
- 11.6 Selected PwBD candidates will be subjected to medical examination by RGSWWCS Medical Authorities at the time of document verification and only those conforming to the medical standards as laid down in the Indian RGSWWCS Medical Manual and other extant provisions, as the case may be, will be eligible for appointment.
- 11.7 When vacancies are reserved for PwBDs and full panel for PwBDs cannot be made with the minimum qualifying percentage marks of each category, viz., UR, SC, ST, OBC-NCL, a relaxation of up to 2% marks in the minimum qualifying marks prescribed for the community will be allowed for the PwBD candidates.

Special Note for all Candidates seeking reservation/relaxation benefits:

All the candidates seeking reservation/relaxation benefits available for SC/ST/OBC-NCL/EWS/PwBD/ExSM must ensure that they are entitled to such reservation/relaxation as per eligibility prescribed in the Rules. They should be in possession of all the requisite certificates in the prescribed format in support of their claim as stipulated in the Rules.

12.0 NO OBJECTION CERTIFICATE (NOC) FOR SERVING EMPLOYEES:

- 12.1 Candidates serving (including those undergoing induction training/probation) in any Central/State Government Department including RGSWWCSs or Public Sector Undertakings may apply directly to the RGSWWCS duly informing their Employer. **Shortlisted candidates should produce NOC from the employer during document verification, failing which their candidature will be cancelled.**
- 12.2 Candidates should note that in case a communication is received from their employer by the RGSWWCS concerned withholding permission to the candidates applying for/appearing at the examination, their application/candidature will liable to be rejected/cancelled.



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13.0 RECRUITMENT PROCESS:

ONLINE application has to be submitted by the candidate through the link provided on the official websites of RGSWWCS. The recruitment process shall involve Computer Based Test CBT and Document Verification/Medical Examination. Selection is made strictly as per merit, on the basis of above mentioned recruitment stages. The date, time and venue for all the activities viz. CBT, Document Verification, Medical Examination or any other additional activity as applicable shall be fixed by the RGSWWCS and shall be intimated to the eligible candidates in due course. Request for postponement of any of the above activity or for change of venue, date and shift will not be entertained under any circumstances.

13.1 Computer Based Test (CBT) - Junior Time Keeper Posts.

The examination duration and number of questions for CBT are indicated below:

Exam Duration in Minutes	No of Questions (each of 1 mark) from	Total No. of Questions
	General Awareness	
90	100	100

The examination duration will be 120 Minutes for eligible PwBD candidates accompanied with Scribe. The section wise distribution given in the above table is only indicative and there may be some variations in the actual question papers. **There will be negative marking and 1/3 mark shall be deducted for each wrong answer.**

The Questions will be of objective type with multiple choices and are likely to include questions pertaining to:

a. General Awareness:

Current Events of National and International Importance, Games and Sports, Art and Culture of India, Indian Literature, Monuments and Places of India, General Science and Life Science (up to 10th CBSE), History of India and Freedom Struggle, Physical, Social and Economic Geography of India and World, Indian Polity and Governance-constitution and political system, General Scientific and Technological Developments including Space and Nuclear Program of India, UN and Other important World Organizations, Environmental Issues Concerning India and World at Large, Basics of Computers and Computer Applications, Common Abbreviations, Transport Systems in India, Indian Economy, Famous Personalities of India and World, Flagship Government Programs, Flora and Fauna of India, Important Government and Public Sector Organizations of India etc.

Minimum percentage of marks for eligibility in various categories: UR-40%, EWS- 40%, OBC (Non creamy layer) -30%, SC-30%, ST-25%. These percentages of marks for eligibility may be relaxed by 2% for PwBD candidates in case of shortage of PwBD candidates against vacancies reserved for them.



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13.2 Computer Based Test (CBT) - Junior Assistants Posts.

The examination duration and number of questions for CBT are indicated below:

Exam Duration in Minutes	No of Questions (each of 1 mark) from		Total No of Questions
	General Awareness	General Intelligence and Reasoning	
90	50	50	100

The examination duration will be 120 Minutes for eligible PwBD candidates accompanied with Scribe.

The section wise distribution given in the above table is only indicative and there may be some variations in the actual question papers. **There will be negative marking and 1/3 mark shall be deducted for each wrong answer.**

The Questions will be of objective type with multiple choices and are likely to include questions pertaining to:

a. General Intelligence and Reasoning:

Analogies, Completion of Number and Alphabetical Series, Coding and Decoding, Mathematical Operations, Similarities and Differences, Relationships, Analytical Reasoning, Syllogism, Jumbling, Venn Diagrams, Puzzle, Data Sufficiency, Statement- Conclusion, Statement- Courses of Action, Decision Making, Maps, Interpretation of Graphs etc.

b. General Awareness:

Current Events of National and International Importance, Games and Sports, Art and Culture of India, Indian Literature, Monuments and Places of India, General Science and Life Science (up to 10th CBSE), History of India and Freedom Struggle, Physical, Social and Economic Geography of India and World, Indian Polity and Governance- constitution and political system, General Scientific and Technological Developments including Space and Nuclear Program of India, UN and Other important World Organizations, Environmental Issues Concerning India and World at Large, Basics of Computers and Computer Applications, Common Abbreviations, Transport Systems in India, Indian Economy, Famous Personalities of India and

World, Flagship Government Programs, Flora and Fauna of India, Important Government and Public Sector Organizations of India etc.

Minimum percentage of marks for eligibility in various categories: UR-40%, EWS- 40%, OBC (Non creamy layer)-30%, SC-30%, ST-25%. These percentages of marks for eligibility may be relaxed by 2% for PwBD candidates in case of shortage of PwBD candidates against vacancies reserved for them.

13.3 Computer Based Test (CBT) – Welfare Officer Posts.

The examination duration and number of questions for CBT are indicated below:

Exam Duration in Minutes	No of Questions (each of 1 mark) from			Total No of Questions
	General Awareness	Mathematics	General Intelligence and Reasoning	
90	50	25	25	100



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The examination duration will be 120 Minutes for eligible PwBDs candidates accompanied with Scribe.

The section wise distribution given in the above table is only indicative and there may be some variations in the actual question papers. **There will be negative marking and 1/3 mark shall be deducted for each wrong answer.**

The Questions will be of objective type with multiple choices and are likely to include questions pertaining to:

a. Mathematics:

Number System, Decimals, Fractions, LCM, HCF, Ratio and Proportions, Percentage, Mensuration, Time and Work, Time and Distance, Simple and Compound Interest, Profit and Loss, Elementary Algebra, Geometry and Trigonometry, Elementary Statistics etc.

b. General Intelligence and Reasoning:

Analogies, Completion of Number and Alphabetical Series, Coding and Decoding, Mathematical Operations, Similarities and Differences, Relationships, Analytical Reasoning, Syllogism, Jumbling, Venn Diagrams, Puzzle, Data Sufficiency, Statement- Conclusion, Statement- Courses of Action, Decision Making, Maps, Interpretation of Graphs etc.

c. General Awareness:

Current Events of National and International Importance, Games and Sports, Art and Culture of India, Indian Literature, Monuments and Places of India, General Science and Life Science (up to 10th CBSE), History of India and Freedom Struggle, Physical, Social and Economic Geography of India and World, Indian Polity and Governance- constitution and political system, General Scientific and Technological Developments including Space and Nuclear Program of India, UN and Other important World Organizations, Environmental Issues Concerning India and World at Large, Basics of Computers and Computer Applications, Common Abbreviations, Transport Systems in India, Indian Economy, Famous Personalities of India and

World, Flagship Government Programs, Flora and Fauna of India, Important Government and Public Sector Organizations of India etc.

Minimum percentage of marks for eligibility in various categories: UR-40%, EWS- 40%, OBC (Non creamy layer)-30%, SC-30%, ST-25%. These percentages of marks for eligibility may be relaxed by 2% for PwBD candidates in case of shortage of PwBD candidates against vacancies reserved for them.

13.4 Document Verification (DV):

Based on the performance of candidates in CBT, candidates equal to the number of vacancies will be called for Document Verification as per their merit and options. In addition, candidates equal to 50% (may increase or decrease at the discretion of RGSWWCS) of the number of vacancy for various posts will also be called for document verification.

These additional candidates will, however, be considered for empanelment only if there is a shortfall in empanelment from the merit list or/and as replacement against the shortfall on account of not joining of recommended candidates in the working post or/and any other special requirements. In case of two or more candidates securing same marks, their merit position shall be determined by age criteria i.e., older person



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shall be placed at higher merit and in case age being same, then alphabetical order (A to Z) of the name shall be taken into account to break the tie. Appointment of selected candidates is subject to their passing requisite Medical Fitness Test to be conducted by the RGSWWCS Administration, final verification of educational and community certificates and verification of antecedents/character of the candidates. Candidates may please note that RGSWWCS only recommend names of the empanelled candidates and appointment is offered ONLY by the respective RGSWWCS Administrations.

NORMALISATION OF MARKS:

Short listing of Candidates for various stages shall be based on the normalized marks obtained by them whenever CBT is conducted in multiple sessions for the same syllabus. The normalization scheme to be adopted for CBT is detailed in following paragraphs.

14.0 CALCULATION OF NORMALIZED MARKS FOR MULTI-SESSION PAPERS:

In case the CBT examination may have to be conducted in multiple sessions. For these multisession papers, a suitable normalization is applied to take into account any variation in the difficulty levels of the question papers across different sessions. The formula for calculating the normalized marks for the multi-session papers is detailed below:

Normalization mark of j^{th} candidate in i^{th} session \widehat{M}_{ij} is given by :

$$\widehat{M}_{ij} = \frac{\overline{M}_i^g - M_q^g}{M_{ii} - M_{iq}} (M_{ij} - M_{iq}) + M_q^g$$

M_{ij} : is the actual marks obtained by the j^{th} candidate in i^{th} session.

\overline{M}_i^g : is the average marks of the top 0.1% of the candidates considering all sessions.

M_q^g : is the sum of mean and standard deviation marks of the candidates in the paper considering all sessions.

M_{ii} : is the average marks of the top 0.1% of the candidates in the i^{th} session or marks of topper if session strength is less than 1000.

M_{iq} : is the sum of the mean marks and standard deviation of the i^{th} session.

15.0 HOW TO APPLY

- Candidates can apply for the notified posts of any one RGSWWCS only as per their eligibility through ONLINE application mode by visiting the official website www.rmgs.org
- Scanned documents in JPEG Format to be kept ready before filling the application**

In order to ensure speedy filling up of application by the candidates, they should keep the following documents ready in digital form before logging in to the application page.

- Candidate Photograph: JPEG image of size 20 KB to 50 KB
- Candidate Signature: JPEG image of size 10 KB to 40 KB
- Once the registration is completed and registration number is allotted, change of RGSWWCS will not be permitted under any circumstances.**



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- **Candidates are advised to keep their personal mobile number and personal valid e-mail ID active throughout the recruitment process, as all communications from RGSWWCS will be sent only through SMS/e-mail.** RGSWWCS will not entertain any request for change of mobile number and e-mail address at any stage. Candidates are advised to note and preserve their Registration Number for further stages of recruitment process/ correspondence with RGSWWCS concerned.

Candidates are further advised to visit the official website of RGSWWCS frequently to get the latest information on various stages of recruitment process or any changes about this Notification.

The onus is on the candidates to prove with valid documents that all the information submitted by them in the ONLINE application is true.

15.1 STEPS TO SUBMIT ONLINE APPLICATION:

After completing the process at Para 15.0 above, carry out the following:

- a) Click on the **New Registration**||.
- b) **Select the RGSWWCS** to which you wish to apply. **Please be aware that, RGSWWCS once selected cannot be changed** after the registration is completed and Registration number is allotted.
- c) **Confirm that you have read and understood the instructions** clearly by clicking the check box.
- d) **Registration Details:** Enter your name, Date of Birth and Father's name as per General Instructions, Mother's Name, Aadhaar Number, SSLC/Matric Roll Number, Year of Passing, Mobile Number and email-ID and then submit for registration. **Before submitting for registration, ensure and confirm that all the information furnished above are correct, as the details furnished for registration cannot be changed later. Please note that the email ID and mobile number used for the Registration must be yours and unique.**
- e) Candidates should note and preserve their Registration Number for later reference during the recruitment process and RGSWWCS will not entertain any request seeking registration number.
- f) Candidates can proceed with the online application by clicking on the **Candidate Login**|| button on the Home Page using the Registration Number and password.
- g) **Payment and Bank Account Details:**
 - i. On completion of application details as above, the candidate will be directed to the payment page to choose payment mode i.e. Bank (Online Net Banking/Credit Card/Debit Card/UPI) complete the payment process. Chose the mode of payment and complete the payment process. If there is a failure of Online payments, the candidate has to make another transaction. **Please note the last date and time specified for each mode of payment and submit the application well in time.**
 - h) Indicate option for scribe if you are a PwBD candidate and eligible for scribe. Only the candidates suffering from Visually Impairment (VI) or the candidates



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whose writing speed is affected by Cerebral Palsy/muscular dystrophy/candidates with Locomotor disability (one arm)/Intellectual disability (Autism, specific learning disability and mental illness) are eligible for availing scribe against this Notification. In case you have firmed up the scribe, then enter the details of scribe such as name, father's name, educational qualification etc. **The scribe so arranged should not himself/herself be the candidate for the notification for which the candidate is appearing** and same scribe should not be engaged for morethan one candidate.

- i) **Detailed Educational Qualification:** Furnish all the relevant information on the qualification as required in the application.
- j) **Exam Language: English Only.**
- k) Complete the balance fields e.g. Mother Tongue, Moles/Identification Marks, Address etc.
- l) **Photograph and Signature Upload:**
 1. Candidate will be automatically directed to _Photo and Signature Upload part of the application.
 2. Select the Upload Photo Tab and upload your Colour photograph. The photograph should comply with the following requirements
 3. **SPECIFICATIONS FOR PHOTOGRAPH:**
 - a. It should be a Color Passport Photograph with white/light color background.
 - b. It should be of size 35mmX45mm or 320 x 240 pixels.
 - c. It should be in JPG/JPEG format scanned with 100 DPI resolution.
 - d. The size of the photograph should be between 20-50KB.
 - e. The photo should have clear front view of the candidate without cap and sunglasses.
 - f. The face should occupy at least 50% of the area of the photograph with a full face view looking at the camera directly.
 - g. The main features of the face must not be covered by hair of the head any cloth or any shadow.
 - h. Forehead, eyes, nose and chin should be clearly visible.
 - i. In case the candidate wears glasses, then the photograph should not have any glare/reflections on glasses and eyes should be clearly visible.
 - j. PwBD candidates should also upload passport photograph as per above specifications only and not the full body photograph used in the disability certificate.
 - k. Candidates are advised to keep at least 12 (Twelve) copies of the same photograph for further use as and when required during the recruitment process.
 4. Select upload Signature Tab and upload your Scanned Signature. The signature image should comply with the following specifications.
 5. **Specification for Signature Image:**
 - a. The applicant has to sign on white paper with Black Ink pen within a box of size 50 mm x 20 mm.
 - b. Signature must be in running letters and NOT IN BLOCK LETTERS.



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- c. The image should be in JPG/JPEG format scanned with 100 DPI resolution.
- d. Dimensions of 50 mm x 20 mm or 140 x 60 pixels (preferred).
- e. Size of file should be between 10 KB - 40 KB.
- f. **Notes:**
 - i. The signature must be of the applicant only and not of any other person.
 - ii. The applicants 'signature obtained during registration and at the time of CBT and Document verification / Medical should match the uploaded signature.
 - iii. In case it is found that there is a mismatch of signature, the candidate may be disqualified, legal prosecution will be initiated and the candidate will be debarred for life from appearing in all RGSWWCS recruitments conducted by RGSWWCS.

6. SCANNING AND RESIZING OF THE PHOTOGRAPH AND SIGNATURE:

- a. Set the scanner resolution to a minimum of 100 dpi (dots per inch).
- b. Set Color to True Color. File Size as specified above. Crop the image in the scanner to the edge of the photograph/signature, then use the upload editor to crop the image to the final size (as specified above).
- c. The image file should be in JPG or JPEG format. An example file name is: image01.jpg or image01.jpeg.
- d. Image dimensions can be checked by listing the folder files or moving the mouse over the file image icon. Candidates can easily obtain photo and signature in .jpeg format not exceeding 50KB & 40KB respectively by using MS Paint or MS Office Picture Manager.
- e. Scanned photograph and signature in any format can be saved in .jpg format by using '_Save As' option in the File menu and size can be reduced below 50KB (photograph) & 40KB (signature) by using crop and then resize option in the '_Image' menu. Similar options are available in other photo editors also.

m) **Submission of Application:**

In the end candidates have to confirm the declaration.

After confirming the above declaration and submission of the application, the candidate may save the file as PDF and/or take print of the application and preserve it for reference and record.

15.2 MODIFICATION OF APPLICATION:

- a. After final submission of ONLINE application, no modification whatsoever will be allowed in the application form.
- b. The modification to the registration and application details cannot be done.**

15.3 **INVALID APPLICATIONS / REJECTIONS:** -

Online applications are liable for rejection on the following grounds amongst others:

- a. **Invalid photos** on account of Black and White photo, photo with cap or wearing Goggles. Photos which are disfigured, small size, full body, showing only one side view of the face, unrecognizable photos, Photostat copy of photo, group photo, selfie photo, photo taken by mobile, morphed photo.



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- b. Signature in capital/block letters.
- c. Not possessing the prescribed qualification for the post(s) as on the closing date for registration of online application i.e. as on 25.05.2023.
- d. Over-aged or under-aged or Date of Birth wrongly filled.
- e. Multiple applications to different RGSWWCS or to same RGSWWCS. In such case, all applications will be rejected and such candidates will be debarred from future RGSWWCS exams.
- f. Candidate's name figuring in the debarred list of any RGSWWCS.
- g. Incomplete or incorrectly filled application.
- h. Any other irregularities which are observed and considered as invalid by RGSWWCS.

16.0 HALL TICKET (e-CALL LETTER) FOR CBT and Document Verification:

- 16.1 SMS and email messages will be sent to all eligible candidates about the e-Call letter and upload details on their registered mobile number and email ID. No call letter will be sent by post. However, candidates should regularly visit the official websites of RGSWWCS as there can be failure in delivery of SMS/E-mail to the candidates due to reasons beyond control of RGSWWCS.
- 16.2 Eligible candidates can download e-Call letter from the RGSWWCS websites about 10 days before the date of the CBT. Call letter will not be sent to candidates by post.
- 16.3 Candidates should read the instructions on the e-Call letter carefully and follow them scrupulously. Failure to comply with the instructions may lead to cancellation of their candidature.
- 16.4 Candidates must bring their e- Call letter along with a **valid Photo ID** (viz. Voter Card, Aadhaar Card, printout of e-Aadhaar (not Xerox copy of Aadhaar), Driving License, PAN card, Passport, Identity Card issued by the employer in case the candidate is a Govt. employee, College / University Photo ID card, if still studying, in ORIGINAL to the examination hall, failing which candidates shall NOT be allowed to appear for the CBT. The name, date of birth and photo on ID should match with the details furnished in the online application, failing which the candidate may not be permitted to appear in CBT.
- 16.5 Candidates must also bring one color photograph which was uploaded in the application, for appearing in the CBT.
- 16.6 RGSWWCS will not entertain any request for any change in examination center, date and session allotted to candidate(s).

17.0 VERIFICATION OF ORIGINAL DOCUMENTS AND FORMAT OF CERTIFICATES:

- 17.1 To ascertain their eligibility as on the closing date for registration of online application, candidates are required to produce all original documents with two sets of self-attested photo copies of all documents at the time of Document Verification. Further, these candidates should upload the scanned copies (in true color) of all the certificates as applicable prior to their document verification date through www.rmgs.org portal.
- 17.2 All Certificates should be either in English or in Hindi only. Where certificates are not in English / Hindi, self-attested translated version (In Hindi / English) should be produced wherever / whenever required. Certificates produced during the document verification should be strictly in the prescribed formats.



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17.3 No additional time will be given to the candidates not producing their original certificates on date of their document verification and the candidature of such candidates is liable to be cancelled.

17.4 Documents to be brought by candidates in original (as applicable) for document verification are indicated below:

1. Matriculation/High School Examination Certificate or Equivalent certificate as Proof for Date of Birth and Matriculation Qualification.
2. 12th / Inter / Higher Secondary/PUC/Equivalent Certificate.
3. A University degree or its equivalent.
4. SC/ST certificate.
5. OBC-NCL certificate.
6. Non creamy layer declaration by OBC-NCL candidates
7. Income and Asset Certificate to be produced by Economically Weaker Sections
8. Minority Community declarations on Non-Judicial Stamp Paper.
9. Original discharge certificate for Ex-servicemen.
10. Medical Certificate for Persons with Benchmark Disabilities (PwBD)
11. Self-declaration for Ex-servicemen.
12. NOC from serving employees with date of appointment from current employer.
13. NOC from Serving Defense Personnel (ExSM) with probable date of discharge.
14. Gazette notification and/or any Legal document in case of formal change of name
15. Self-Certification by the Transgender candidates
16. J & K domicile certificate, if applicable.

18.0 IMPERSONATION/SUPPRESSION OF FACTS- WARNING:

18.1 Any candidate found using unfair means of any kind in the examination, sending someone else in his/her place to appear in the examination, attempt to impersonate will be debarred from appearing in all the examinations of all the RGSWWCS for lifetime. He/she will also be debarred from getting any appointment in the RGSWWCS and if already appointed, will be dismissed from service. Such candidates are also liable for legal prosecution.

18.2 Furnishing of any false information to the RGSWWCS or deliberate suppression of any information at any stage will render the candidate disqualified and debarred from appearing at any selection or examination for appointment on the RGSWWCS and if appointed the service of such candidate is liable to be terminated.

18.3 Candidate shall not bring in or attempt to bring in any political or other influence to further his/her interest in respect of the recruitment. Candidature of such candidates is liable to be rejected.

19.0 MISCELLANEOUS:

19.1 RGSWWCS reserve the right to conduct additional examination/Document verification at any stage. RGSWWCS also reserve the right to cancel part or whole of any recruitment process at any stage for any of the categories notified in this Notification without assigning any reason thereof.



RAILWAY GOODS SHED WORKERS WELFARE COOPERATIVE SOCIETY

Basant Road, Pahar Ganj, New Delhi 110055.

Email : helpdesk@rmgs.org, Website : www.rmgs.org

- 19.2 The decision of RGSWWCS in all matters relating to eligibility, acceptance or rejection of ONLINE applications, penal action for false information, modification of vacancies, mode of selection, conduct of CBT, allotment of examination centers, selection, allotment of posts to selected candidates etc., will be final and binding on the candidates and no enquiry or correspondence will be entertained by the RGSWWCS in this regard.
- 19.3 RGSWWCS will not be responsible for any inadvertent errors and reserves right to correct such errors.
- 19.4 Any legal issues arising out of this Notification shall fall within the legal jurisdiction of Delhi.
- 19.5 In the event of any dispute about interpretation, the English version of the notification as published in RGSWWCS websites will be treated as final.
- 19.6 Application under RTI Act: Any Application even under RTI act seeking any information will not be entertained till the completion of the entire recruitment process.

Region	Sl. No.	Designation	Level	RGSW S	UR	SC	ST	OBC	EWS	TOTAL	ExS M	V I	HI	LD	O D	MD
ANDHRA PRADESH	1	Welfare Officer	6	APR	22	8	7	10	9	56	1	0	0	0	0	0
	2	Junior Assistants	2	APR	32	12	11	16	13	84	2	0	0	0	0	0
	3	Junior Time Keeper	1	APR	64	22	21	30	24	161	4	0	0	0	0	0
	Total				118	42	39	56	46	301	7					
Region	Sl. No.	Designation	Level	RGSW S	UR	SC	ST	OBC	EWS	TOTAL	ExS M	V I	HI	LD	O D	MD
BIHAR	1	Welfare Officer	6	BHR	24	9	8	11	10	62	2	0	0	0	0	0
	2	Junior Assistants	2	BHR	34	12	11	16	13	86	2	0	0	0	0	0
	3	Junior Time Keeper	1	BHR	66	22	21	30	24	163	5	0	0	0	0	0
	Total				124	43	40	57	47	311	9					
Region	Sl. No.	Designation	Level	RGSW S	UR	SC	ST	OBC	EWS	TOTAL	ExS M	V I	HI	LD	O D	MD
RAJASTHAN	1	Welfare Officer	6	RJH	21	7	6	9	8	51	1	0	0	0	0	0
	2	Junior Assistants	2	RJH	34	13	12	17	14	90	1	0	0	0	0	0
	3	Junior Time Keeper	1	RJH	65	23	22	31	25	166	3	0	0	0	0	0
	Total				120	43	40	57	47	307	5					
Region	Sl. No.	Designation	Level	RGSW S	UR	SC	ST	OBC	EWS	TOTAL	ExS M	V I	HI	LD	O D	MD
JHARKHAND	1	Welfare Officer	6	JHR	23	9	8	11	10	61	1	0	0	0	0	0
	2	Junior Assistants	2	JHR	33	13	12	17	14	89	2	0	0	0	0	0
	3	Junior Time Keeper	1	JHR	65	23	22	31	25	166	4	0	0	0	0	0
	Total				121	45	42	59	49	316	7					

Region	Sl. No.	Designation	Level	RGSW S	UR	SC	ST	OBC	EWS	TOTAL	ExS M	V I	HI	LD	O D	MD
KARNATAKA	1	Welfare Officer	6	KAR	23	9	8	11	10	61	1	0	0	0	0	0
	2	Junior Assistants	2	KAR	33	13	12	17	14	89	2	0	0	0	0	0
	3	Junior Time Keeper	1	KAR	65	23	24	31	25	168	4	0	0	0	0	0
	Total				121	45	44	59	49	318	7					
Region	Sl. No.	Designation	Level	RGSW S	UR	SC	ST	OBC	EWS	TOTAL	ExS M	V I	HI	LD	O D	MD
MAHARASHTRA	1	Welfare Officer	6	MAH	22	8	7	10	9	56	1	0	0	0	0	0
	2	Junior Assistants	2	MAH	32	12	11	16	13	84	2	0	0	0	0	0
	3	Junior Time Keeper	1	MAH	65	23	22	31	25	166	4	0	0	0	0	0
	Total				119	43	40	57	47	306	7					
Region	Sl. No.	Designation	Level	RGSW S	UR	SC	ST	OBC	EWS	TOTAL	ExS M	V I	HI	LD	O D	MD
MADHYA PRADESH	1	Welfare Officer	6	MHP	22	8	7	10	9	56	1	0	0	0	0	0
	2	Junior Assistants	2	MHP	33	13	12	17	14	89	2	0	0	0	0	0
	3	Junior Time Keeper	1	MHP	65	23	22	31	25	166	4	0	0	0	0	0
	Total				120	44	41	58	48	311	7					
Region	Sl. No.	Designation	Level	RGSW S	UR	SC	ST	OBC	EWS	TOTAL	ExS M	V I	HI	LD	O D	MD
TAMIL NADU	1	Welfare Officer	6	TMN	23	9	8	11	10	61	1	0	0	0	0	0
	2	Junior Assistants	2	TMN	34	14	13	18	15	94	2	0	0	0	0	0
	3	Junior Time Keeper	1	TMN	66	24	23	32	26	171	4	0	0	0	0	0
	Total				123	47	44	61	51	326	7					

Region	Sl. No.	Designation	Level	RGSWS	UR	SC	ST	OBC	EWS	TOTAL	ExSM	V I	HI	LD	OD	MD
WEST BENGAL	1	Welfare Officer	6	WBL	23	9	8	11	10	61	1	0	0	0	0	0
	2	Junior Assistants	2	WBL	34	14	13	18	15	94	2	0	0	0	0	0
	3	Junior Time Keeper	1	WBL	65	23	22	31	25	166	4	0	0	0	0	0
	Total				122	46	43	60	50	321	7					
Region	Sl. No.	Designation	Level	RGSWS	UR	SC	ST	OBC	EWS	TOTAL	ExSM	V I	HI	LD	OD	MD
UTTAR PRADESH	1	Welfare Officer	6	UPH	27	13	12	15	14	81	1	0	0	0	0	0
	2	Junior Assistants	2	UPH	37	17	16	21	18	109	2	0	0	0	0	0
	3	Junior Time Keeper	1	UPH	69	27	26	35	29	186	4	0	0	0	0	0
	Total				133	57	54	71	61	376	7					