

9. **SELECTION PROCESS FOR VARIOUS POSTS:**

SN	Post	Computer Based Test (CBT) Stage 1	Computer Based Test (CBT) Stage 2	Physical Efficiency Test (PET)	Document Verification	Medical Test
1	Junior Manager (Finance)	✓	✓	x	✓	✓
2	Executive (Civil)	✓	✓	x	✓	✓
3	Executive (Electrical)	✓	✓	x	✓	✓
4	Executive (S&T)	✓	✓	x	✓	✓
5	Multi-Tasking Staff (MTS)	✓	✓	✓	✓	✓

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Note:

- Selection is made strictly as per merit and following extant reservation rules.
- The date, time & venue for all the stages of Recruitment process/other necessary activities as applicable shall be fixed by the DFCCIL and shall be intimated to the eligible candidates in due course. Request for postponement of any of the above activity or change of venue, date and shift will not be entertained under any circumstances.

10. SCHEME OF EXAMINATION:

(A) Details of Computer Based Test (CBT) is as under:

- There shall be two-stage CBT (1st Stage CBT and 2nd Stage CBT) for all Advertised posts.
- The standard of question for both 1st and 2nd stage CBT will be generally in conformity with the Educational Standard prescribed for the posts.
- Negative Marking:** There shall be negative marking in both 1st and 2nd stage CBT and as such 1/4th of the marks allotted for each question shall be deducted for each wrong answer.
- 1st stage CBT will be of screening nature.
- The score / normalized score of 1st stage CBT shall be used only for shortlisting candidates for the 2nd stage CBT.
- Total Number of candidates to be shortlisted for next stage of selection process will be as per details given below.

SN	Particulars	Number of candidates to be called for next stage of Selection
1	2nd stage Computer Based Test	20 times the Community-wise vacancies of posts notified as per Merit in 1st Stage CBT.
2	Physical Efficiency Test (PET) (For Multi-Tasking Staff (MTS))	03 times the Community-wise vacancies of posts notified as per Merit in 2nd Stage CBT.
3	Document Verification / Medical /formation of Panel	Equal to number of Community wise vacancies notified as per Merit.

Note: DFCCIL reserves the right to increase or decrease the number of candidates to be called for next stage of Selection.

- Candidates who are shortlisted for 2nd stage CBT/PET (where applicable) availing the benefit of reservation, shall continue to be considered only against that Community/Category for all subsequent stages of Recruitment process.
- 1st stage CBT will consist of 100 Multiple Choice Objective Type Questions of 01 mark each and the Exam duration will be 90 minutes (120 minutes for eligible PwBD candidates with Scribe). The Indicative Syllabus (Section-wise distribution of marks) for 1st stage CBT is given below:

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SN	Topic	Number of Questions
1	Mathematics / Numerical Ability	30
2	General Awareness	15
3	General Science	15
4	Logical Reasoning /General Intelligence	30
5	Knowledge about Railways/DFCCIL	10
Total		100

Note: The above syllabus (Section-wise distribution of marks) is only indicative and there may be some variation in the actual Question Paper.

- ix) 2nd Stage CBT will consist of 120 Multiple Choice Objective Type Questions of 01 mark each and the Exam duration will be 120 minutes (160 minutes for eligible PwBD candidates with Scribe). Indicative Syllabus for 2nd stage CBT is given in **Annexure-IV**.
- x) If Question Paper consists of more than one Section, then there will be no Sectional cutoff in case of CBT.
- xi) Marks / normalized marks obtained in 2nd stage CBT will be considered for formation of Panel (final result).
- xii) All candidates of a Community having same cut-off marks will be called for 2nd Stage CBT/PET.
- xiii) Maximum size of final Panel will be equal to the number of advertised vacancies (community-wise).
- xiv) The candidates shortlisted for 2nd Stage CBT shall be advised through the websites of DFCCIL as well as through the registered Mobile Number and E-mail to download their e-Admit Card for appearing in the 2nd Stage CBT.
- xv) The Question Paper will be set in English & Hindi only. In case of any difference/discrepancy/dispute in questions between English and Hindi versions, the contents of English version shall prevail.
- xvi) **Qualifying Marks:** Minimum qualifying marks for different categories will be as under:
- UR/EWS - 40%,
 - SC/OBC-NCL- 30%
 - ST -25%.

Note :

- Obtaining minimum qualifying marks in the CBT will not confer any right for being shortlisted for next stage of Recruitment process as the same will depend upon merit position, number of candidates required to be shortlisted for next Stage of Recruitment process etc.
- Same minimum qualifying marks are also applicable for Ex-Servicemen & PwBD candidates as per their community.
- However, relaxation of 2% marks will be given to PwBD candidates in case of shortage of candidates subject to fulfilling other conditions.

- xvii) **Normalization of Marks:** Percentile-based Normalization Process, in case CBT is held in more than one shift for the same Post, will be followed.

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- xviii) **Tie of Marks:** For calling candidates for Document Verification/Preparation of Panel (final result), in case of tie of marks between more than one candidate, the resolution will be done in following order:
- The older candidate as per Date of Birth, will be placed higher i.e. the candidate in age seniority will be placed higher.
 - In case of tie as per item (a) also, alphabetical order (A to Z) of the name shall be taken into account to break the tie.
- xix) **Objection Management portal:**
- Provisional Answer Keys of the Computer Based Examination will be displayed on the website of DFCCIL after the CBT. Candidates may go through the provisional Answer Keys and submit online objections, if any, within the stipulated time limit **on payment of ₹ 100/- plus applicable charges (if any) per question.**
 - In case the objection raised is found to be correct, the Fee paid against such valid objections shall be refunded to the candidate after deduction of applicable bank charges. The refund will be made to the account from which the candidate has made the online payment.
 - Objection(s) regarding the provisional Answer Keys received through the online mode within the time limit fixed by the DFCCIL only will be considered and scrutinized before finalizing the Answer Keys. However, the decision of the DFCCIL in this regard will be final. Objections/representations received through any other mode(s) e.g. letter, application, E-mail etc. shall not be entertained. Further, there shall be no provision for re-evaluation/re-checking of the marks/score of any stage of the examination. No correspondence in this regard shall be entertained.
 - Award of marks in case of ambiguous questions:** After Objection Management exercise, if any Question is found to be incorrect like Ambiguous Questions / Multiple Correct Options/No Correct Options/Error in Questions etc, such Question(s) will be omitted from the scope of Evaluation. For example, if there are total 100 number of questions and one question is wrong, only marking of 99 questions will be considered and the marks obtained will be proportionally equated to the marks of 100 questions followed by normalization process (where applicable).

(B) **Details of Physical Efficiency Tests (PET) for the post of Multi-Tasking Staff (MTS)(N-I Level)**

- i) **Qualifying Marks:** Passing Physical Efficiency Test (PET) is mandatory and the same will be qualifying in nature.
- ii) The final Merit List of Multi-Tasking Staff (MTS) category will only be drawn on the basis of marks obtained in 2nd Stage CBT.
- iii) Based on the merit of the candidates in the 2nd Stage CBT, candidates shall be called for PET Three times the community wise total vacancy of the posts notified in the Advertisement. However, DFCCIL reserve the right to increase/decrease this ratio as

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required to ensure availability of adequate/reasonable number of candidates for all the notified posts.

iv) **The criterion for PET is as under:**

Male candidates	Female /Transgender candidates
Should be able to lift and carry 35 Kg of weight for a distance of 100 metres in 2 minutes in one chance without putting the weight down; and	Should be able to lift and carry 20 Kg of weight for a distance of 100 metres in 2 minutes in one chance without putting the weight down; and
Should be able to run for a distance of 1000 metres in 4 minutes and 15 seconds in one chance.	Should be able to run for a distance of 1000 metres in 5 minutes and 40 seconds in one chance.

Note:

- 1) The Persons with **Benchmark Disabilities(PwBD)) and Ex-Servicemen as specified in Para 6.0** are exempted from appearing for PET. However, after qualifying in the 2nd Stage CBT, such candidates will have to pass the medical examination prescribed for PwBD and Ex-Servicemen.
- 2) **Pregnant Female Candidates:** On reporting of female candidates for PET (Physical Efficiency Test), a self-declaration indicating about her pregnancy status shall be submitted by her. In case she declares that she is not pregnant then she may be allowed to participate in the PET. In case of false declaration, all the risk of undergoing PET will be of her own. If the female candidate declares before PET that she is pregnant, then a confirmatory pregnancy test shall require to be done and in case she is found to be pregnant, irrespective of duration of pregnancy, she shall be declared temporarily unfit, and her appointment shall be held in abeyance until the confinement is over. The vacancy against which the woman candidate was selected would be kept reserved for her. She would be re-examined for PET six weeks after the date of confinement, subject to production of medical certificate of fitness from a registered medical practitioner. If she is found fit in PET & PEMT (Pre-Employment Medical Test), she may be appointed to the post kept reserved for her. In case a female candidate after confirmatory pregnancy test is not found pregnant, she will be allowed to participate in PET.
- 3) **Transgender candidate:**
Transgender candidates will be adjudged in PET with relaxed PET standards which shall be equivalent to the PET standards of Female candidates.

The gender given in on-line application may be used for the purpose of giving relaxation in PET. Their transgender status will be verified later at the time of Pre-Employment Medical Test (PEMT) and in case found wrong, their total candidature may be cancelled.
- 4) It will be the candidates' responsibility to ensure that they are medically fit enough to attempt the PET. DFCCIL will not be responsible for any injury or harm suffered by candidates as a result of participating in the PET.

Indicative syllabus for various posts (Total 120 Questions)

A. Junior Manager (Finance) (Post Code : 11) :

- a. Part-I (24 Questions) : General Knowledge, General Aptitude/Reasoning, etc.
- b. Part-II (96 Questions) : Accounting and IND AS Standards, Financial Reporting, Strategic Financial Management, Advanced Auditing, Professional Ethics, Strategic Cost, Management and Performance Evaluation, Corporate & Economic Laws, Direct Tax Laws, Indirect Tax Laws, Enterprise Information Systems, Risk Management, Financial Services & Capital Markets, Computer Application in Business, E Filing of Returns, etc.

B. Executive (Civil) (Post Code: 21) :

- a. Part-I (24 Questions) : General Knowledge, General Aptitude/Reasoning etc.
- b. Part-II (96 Questions): Engineering and Solid Mechanics, Structural Analysis, Building & Construction Materials, Concrete (MCC, RCC & PSC) and Steel Structures Design, Soil Mechanics, Foundation Engineering, Public Health Engineering, Transportation Engineering, Hydraulics, Hydrology & Hydraulics Structures, Engg. Drawing, Estimation and surveying etc

C. Executive (Electrical) (Post Code: 22) :

- a. Part-I (24 Questions) : General Knowledge, General Aptitude/Reasoning etc.
- b. Part-II (96 Questions) : Power Transmission & Distribution, Circuit Analysis & Control system, Machines, Electronics, Measurement, Rest etc

D. Executive (Signal & Telecommunication) (Post Code : 23) :

- a. Part-I (24 Questions) : General Knowledge, General Aptitude/Reasoning etc.
- b. Part-II (96 Questions): Electronic Components & Materials, Electronic Devices and Circuits, Digital Electronics, Linear Integrated Circuit, Microprocessor and Microcontroller, Electronic Measurements, Communication Engineering, Data Communication and Network, Computer Programming, Basic Electrical Engineering, etc.

E. Multi-Tasking Staff (MTS) (Post Code : 31) :

General Knowledge, Numerical/Mathematical Ability, General Intelligence, Logical Reasoning, General Science, Knowledge about Railways/DFCCIL
