

INDIAN RAILWAYS
DMW/PATIALA

Sub: Syllabus for the post of JE-II, Grade Rs. 9300-34800+ C.P.
Rs.4200/-, Trade – MW(Mech.) against 25% (Ranker) Quota.

1) TECHNICAL KNOWLEDGE:

- 1) Knowledge of various machine tool systems like guide surfaces, gear transmission, shafts, keys, couplings, bearings, clutches, power transmission drivers etc. Their common defects and repair methods.
- 2) Knowledge of machine tool hydraulic systems, their trouble-shooting, care and maintenance.
- 3) Different types of pneumatic valves and actuators their functions and maintenance, knowledge of pneumatic symbols and circuits and their trouble-shooting.
- 4) Importance of preventive maintenance, scheduling/ planning of preventive maintenance of various types of machines, maintenance of machine history and its application.
- 5) Maintenance of air compressors, shop pneumatic lines, conveyors, pumps, blowers etc.
- 6) Overhauling, reconditioning and testing of different machine tools-methods and procedures.
- 7) Planning and execution of foundation and installation of various machines. special precautions while installing precision machines methods and equipments for vibration isolation.
- 8) Knowledge of engineering, drawings and ability to make free hand sketches of simple machine components.
- 9) Basic features of CNC machines and their maintenance.
- 10) ISO-9001, ISO-14001 & IS 1-881

(ii) SHOP MANAGEMENT:

- i) Knowledge of functions of Time Office and procedure orders for gate passes.
- ii) Knowledge of incentive scheme, work order system, booking of labour hours, etc., production planning and control and workshop documents processing.
- iii) Stock and non-stock and procedure for indenting and drawl of stores and return of serviceable and scrap items to Stores Depot.
- iv) Various registers maintained in shops and their need.
- v) Stock verification authorities and periodicity.
- vi) Various safety measures to be followed on the shop floor in general and for various machines and equipments in particular.
- vii) Staff protective clothing and their entitlements.
- viii) Methods to control consumption of stores and electric energy.

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(III) GENERAL & ESTABLISHMENT KNOWLEDGE:

- i) D&AK Rules : Various definitions, the applicability, suspension and issue of minor penalty charge sheet appeals, since the Sr. Subordinates are authorised to issue minor penalty charge sheets etc.
- ii) Rules for engagement and discharge of Substitutes and knowledge of relevant sections in the Industrial Disputes etc.
- iii) Employees' Compensation Act.
- iv) Factories Act.
- v) Hours of Employment Regulations.
- vi) Various types of leave which can be granted to staff.
- vii) Railway Service Conduct Rules.
- viii) General Knowledge about working of various other departments in Railways.
- ix) Staff Council and Rules of its formation/working.
- x) Canons of financial propriety.

(IV) राजभाषा:

- 1. भारत सरकार का राजभाषा नीति का सामान्य परिचय।
- 2. राजभाषा अधिनियम 1963 तथा राजभाषा संशोधन अधिनियम 1976.उपरोक्त 1 एवं 2 के संबंध में व्याख्या हेतु रेलवे बोर्ड द्वारा जारी राजभाषा हिन्दी विषयक आदेशों का संकलन (तृतीय संस्करण 1993) देख सकते हैं।
- 3. प्रचलित शब्दावली।

11/02/2013
 सहायक कार्मिक अधिकारी-1,
 डी०एम०डब्ल्यू०/पटियाला।

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