CENTRAL RAILWAY

RAILWAY RECRUITMENT CELL
Chief Project Manager (Conv)'s Office
Building, Wadibunder, P. D'Mello Road,
Mumbai - 400 010

Online Recruitment against Open Advertisement Sports Quota – 2019-20
Employment Notice No.: RRC/CR/02/2019 dated 14/12/2019
INSTRUCTIONS TO CANDIDATES FOR ONLINE APPLICATION

- Click on - "Online application for recruitment under Open Advertisement Sports Quota"
- INSTRUCTIONS: Please go through the instructions carefully
- Click on - "Click here to apply online"
- Click on - "Click here to register"
- Fill in the details for registration as per the inputs required asked for in the Registration page
- Check each and every details entered carefully. You will not be able to edit these details after once you hit the "SUBMIT" button
- Registration number and password will be sent to your registered e-mail address, and, a One Time Password (OTP) will be sent to your registered Mobile number on successful registration
- In case you have not received the email, please check your Spam folder
- Go Back to the Login Page
- Enter the Registration ID and Password received on your registered email
- Enter OTP as received on your registered mobile number
- Click on - "Verify Mobile No."
- In case OTP is not received, click on "Re-Send OTP"
- In case the mobile number is not correct, click on the check box to enter the correct mobile number. This new Mobile number will be updated against your registration and the new OTP will be again sent to this new Mobile Number
- Change the password
- Login with Registration ID and New Password
- Select the "Level" applying for
- Select Sports Discipline
- Select your event/position in the Sports Discipline
- Put "√" on check box that the Sports participation/Sports achievement certificate is dated 1/4/2017 or later and enter date of certificate
- Select any one of your highest achievement or eligibility norm
- In case of Junior National Championships, please ensure from the list displayed that such Junior National Championships are recognized by RSPB for recruitment against this Advertisement
- Click on "SAVE AND PROCEED" button
- Fill in the educational qualification details, bank details for refund and address details
- Click on "SAVE AND PROCEED" button to proceed further or 'PREVIOUS" to edit
- Choose file to upload your scanned photograph
- Choose file to upload your scanned signature
- Scanned photograph and signature should be less than 70 kb and 20 kb respectively
- Choose a PDF file less than 100 kb to upload your appropriate academic (educational) qualification, as the case may be.*
- Choose a PDF file less than 100 kb to upload document for Proof of Date of Birth.*
- Choose a PDF file less than 100 kb to upload Certificate in support of Sports achievement as mentioned in the Application
- Choose a PDF file less than 100 kb to upload Caste certificate, wherever applicable.*
- SC / ST / OBC candidates should upload their valid caste certificate in the prescribed Central Government format
- OBC candidates should upload their latest valid Non Creamy Layer Certificate issued on or after 01/04/2019
- Click "SUBMIT" or "CLOSE" to change the documents uploaded
- Make payment following the instructions carefully
- Download the copy of application. Retain a hard copy or soft copy of the same for reference
- Keep the application and registration ID for future reference
- Candidates will be given further intimation on email or/and SMS only
- Select list will be displayed on RRC website also

*In case the uploaded mark sheet / certificate / document is in Hindi/English, then select "√"in the check box; else upload Hindi/English version also and certify in the check box accordingly.

Chairman/RRC
Central Railway