

VACANCY NOTICE
(No.31/2020)

REQUIREMENT OF ASSISTANT MANAGER/S&T

National Capital Region Transport Corporation (NCRTC) - a Joint Sector Company of Govt. of India and States of Delhi, Haryana, Rajasthan and Uttar Pradesh, under the administrative control of Ministry of Housing and Urban Affairs, is mandated for implementing the Regional Rapid Transit System (RRTS) in National Capital Region (NCR), to ensure a balanced and sustainable urban development through better connectivity and access. The RRTS will be a new, dedicated, high speed, high capacity, comfortable commuter service connecting regional nodes in NCR. It will provide reliable, high frequency, point to point safe regional travel at high speed for relatively longer distance with fewer stops.

The technology chosen would allow covering distances of 100 km. in an hour with scheduled stoppages. The system would also ensure the convenience of quality last mile connectivity, addressing the needs of all categories of travelers on the network. The corridors being developed under RRTS Phase-1 are **Delhi - Meerut**, **Delhi - Panipat** and **Delhi - Alwar**. Once operational, RRTS will be the fastest, the most comfortable and the safest mode of travel in the NCR.

NCRTC invites applications from Signal & Telecom Engineers working in Metro Rail Corporations for its RRTS project in NCR. The detail of post and eligibility criteria are given below: -

(1) Post detail, Max. Age limit, Required Qualification & Experience:

S. N.	Post & Pay-scale	No. of Posts	Max. Age limit*	Qualification* & Eligibility criteria	Experience*
(a)	(b)	(c)	(d)	(e)	(f)
1.	Asstt. Manager/ S&T Rs.50000-160000	01 (One)	40 Yrs.	BE/B.Tech. (Computer Science Engineering/IT) or MCA	Should have minimum 5(Five) years' experience in Metro Rail System in the field of Train Management System & Understands Operational Control Centre working, out of which 3(Three) years should be in Operational Control Centre pertains to implementation and testing of Train Management System.

(2) Eligibility Criteria (Required Pay-scales):

Post (Level)	Working in	
	CDA Pay-Scale	IDA Pay-scales
Assistant Manager (E2)	- In pay-scale Rs.56100-177500 (L-10)/ Rs.53100-167800(L9), or - For 1½ years in Rs.47600-151100(L-8) -6 yrs. in Rs.35400-112400(L6) or in above scale.	- In pay-scale Rs.50000-160000(E2), or - For 1½ years in Rs.40000-140000(E1) or -6 yrs. in Rs.30000-120000(E0) IDA or in above scale.

* - As on 10.10.2020.

- Should be from recognized University/ Institute/ Government body.

- The eligibility criteria, i.e. age, experience may be relaxed in exceptional cases.

- Numbers of vacancies are subject to change at any stage of the selection as per the requirement of the Project.

Registered & Corporate Office:

7/6, सिरी फोर्ट इंस्टीट्यूशनल एरिया, अगस्त क्रांति मार्ग, नई दिल्ली 110049

7/6, Siri Fort Institutional Area, August Kranti Marg, New Delhi 110049

CIN: U60200DL2013GOI256716

P: +91 11 41066943 F: +91 11 41066953

M: contactus@ncrtc.in

(3) PHYSICAL & MEDICAL FITNESS:

The applicant should not only be suitable in related field, but also should be physically and medically fit enough. In case of selection, candidates will have to undergo a medical examination as per the Corporation policy.

(4) SELECTION PROCESS:

- (a) Suitable candidates will be shortlisted, based on their eligibility/ experience in the relevant field and may be called for interview.
- (b) NCRTC reserves the right to conduct a written examination of certain levels in case the number of applications received from eligible candidates is high. The detail of written examination, if any, shall be communicated to the candidates in advance and candidates have to make their own arrangements for travel and stay.

(5) SURETY BOND & PROBATION PERIOD:

The selected candidates, joining on absorption basis shall have to execute a Surety Bond of Rs.1,50,000/- (Rupees one lakh fifty thousand only) to serve the Corporation for a minimum period of one year.

After joining the candidate has to undergo a probation period as per Corporation policy. A three months' prior notice will be required to be served while seeking resignation from the service of the Corporation.

(6) COMPENSATION PACKAGE & POSTING:

The Company offers attractive pay, perks and allowances attached to the post/ grade as per company policy. The job is transferable, and the executive can be posted/ transferred to any of the office/ workplace of NCRTC during the course of their service.

(7) HOW TO APPLY:

Eligible and interested candidates may apply as per the application format at 'Annexure-I', attached. All relevant documents should be enclosed with the application.

- (a) Complete filled-up application should reach this office latest by **30.10.2020**.
Envelope containing the duly filled-up application should be super-scribed as-

"APPLICATION FOR THE POST OF- _____"

and should be addressed to: -

**Career Cell, HR Department,
National Capital Region Transport Corporation,
7/6 Siri Fort Institutional Area,
August Kranti Marg,
New Delhi-110049.**

Incomplete or applications received after due date shall not be accepted. NCRTC will not be responsible for non-receipt/ late receipt of the application/ any communication due to postal delay or any other reason.

- (b) The application should be supported with the following documents, **duly self-attested**: -
 - (i) Copies of Educational Certificates (Matriculation onwards)
 - (ii) Copies of the APARs
 - (iii) Office order of joining the organization & initial grade.
 - (iv) Office order showing promotion to present grade.
 - (v) Experience Certificate/ Duty allocation orders etc.
 - (vi) Latest Salary Slip.
 - (vii) **'NOC' from concerned Department/ Employer. In case of non-availability, undertaking to submit the same at further stage of selection.**

Application without supporting documents shall not be entertained.



(c) Shortlisted candidates will be informed on their email address and they will have to appear for interview on the scheduled date and time with all original documents/ testimonials.

(d) **Canvassing in any form shall disqualify the candidate.**





NATIONAL CAPITAL REGION TRANSPORT CORPORATION LTD.
(A joint venture of Govt. of India and participating State Govts.)

APPLICATION FOR THE POST OF- _____
(Ref. Vacancy Notice No.31/2020)

A. PERSONAL DETAILS: -

1.	Applicant's Name		Affix your latest passport size photograph, duly self attested across
2.	Father's/ Husband's Name		
3.	Date of Birth		
	Age as on 10.10.2020 Yrs..... Months..... Days	
4.	Gender		
5.	Category (UR/SC/ST/OBC/PWD)		
6.	Organisation/ Department		
7.	Employer organization status (Strike-out which are not applicable)	Central/ State Govt./ PSU/ CPSE/Autonomous Body/ Other Govt. instrumentality/ Private Company (Where applicable)	
8.	Present Designation		
9.	Present Pay-Scale and Basic pay	Pay-scale-	
		Present Basic Pay-	
		Annual pay-package-	
	Holding present pay-scale w.e.f.		
10.	Present Address		
	Permanent Address		
11.	Contact No. (with STD code)	Phone.....Mobile.....	
12.	E-mail ID		
13.	AADHAR No.		

B. EDUCATION DETAILS

S.N.	Qualification	Name of Board/ Institute/ University	Year of passing	Division/ Grade/ Percentage

(Attach separate sheet, if required)

C. EXPERIENCE DETAILS: -

S.N.	Period		Designation	Organisation	Place of posting	Responsibilities in brief
	From	To				

(Attach separate sheet, if required)

- Total work experience - Years.
- Work experience in relevant field - Years.

D. OTHER DETAILS

1.	Whether any punishment awarded in last 10 years.	Yes/ No	
	If Yes, please furnish details		
2.	Whether any disciplinary action/ inquiry is contemplated against the applicant	Yes/ No	
	If Yes, please furnish detail		
3.	Furnish Annual Performance Appraisal Report (APAR) grading (Outstanding/ Very Good/ Good/ Average/ Below average), if applicable.	2016-17	
		2017-18	
		2018-19	
		2019-20	
4.	Time required for joining, if selected		

E. REFERENCE OF TWO OFFICERS UNDER WHOM WORKING/ WORKED PREVIOUSLY-

S.N.	Name	Designation & Organisation	Mobile No. & Email
1.			
2.			

F. CONFIRMATION: I do hereby confirm that I am fulfilling the following criteria: -

S. N.	Criteria	Fulfilling (Yes/No)	Remarks (If any)
1.	Age as on 10.10.2020		
2.	Qualification		
3.	Presently working with Govt. org./ CPSEs/ PSU/ Autonomous Body/ Govt. instrumentality		
4.	Working in the required grade/ Pay-scale/ Pay-package		
5.	Fulfilling total Experience criterion		
6.	Supporting documents attached		

I hereby declare that the particulars furnished above by me are true. I understand that my candidature will be cancelled, if any information is found incorrect or false at any point of time.

Place:
Date:

(Signature of the candidate)
Name.....
Desig.....