



No. NCRTC/HR/Rectt./15/2021

Dated:18.03.2021

**VACANCY NOTICE**  
**(No.15/2021)**

**REQUIREMENT OF CIVIL ENGINEERS ON DEPUTATION BASIS**

National Capital Region Transport Corporation (NCRTC) – a Joint Venture Company of Govt. of India and States of Delhi, Haryana, Rajasthan and U.P, 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), ensuring 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- Ghaziabad- Meerut, Delhi- Gurugram-SNB-Alwar and Delhi- Panipat**. Once operational, RRTS will be the fastest, the most comfortable and the safest mode of travel in the NCR.

NCRTC invites applications for deputation from experienced Civil Engineers working with Govt. organizations/ Railways/ its CPSEs/ Metro Rail for its RRTS project in NCR. The detail of posts is given below: -

S. N.	Post/ Level	No. of Posts	Max. Age limit*	Qualification & Eligibility criteria	Experience*
(a)	(b)	(c)	(d)	(e)	(f)
1.	Dy. General Manager (Civil) E4	03 (Three)	50 Yrs.	-B.E./ B.Tech. (Civil) or equivalent. & --Working in pay-scale Rs.78800-209200(CDA) L12 or, -Working in pay-scale Rs.70000-200000 (IDA)E4 or -Has been working for 4 years in pay-scale Rs.60000-180000(IDA) E3	-Minimum 8 years experience in the field of Civil Engineering construction works in Govt./ PSUs & Government instrumentalities. -Out of the above, minimum 6 years experience should be in construction of tunnels/ underground/ elevated stations/ viaduct/ tracks, bridges/ flyovers etc. in Metro Rail/ Railways/ Highway projects. -Experience of contract management is desirable.

\* - As on 18.03.2021

- Qualification should be recognized University/Institute/ Government body.
- For deputation of Central Govt. employees, prevalent rules will be followed.
- 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.

**PHYSICAL & MEDICAL FITNESS:**

The applicant should not only be suitable in related field, but also should be physically and medically fit enough.

**SELECTION PROCESS:**

Suitable candidates will be shortlisted, based on their eligibility/ experience in the relevant field and may be called for interview.

**COMPENSATION PACKAGE & POSTING:**

The selected candidates will be given deputation allowance as per the rules and other benefits as per the Corporation's policy. The job is transferable, and the selected candidates can be posted/ transferred to any of the office/ work place of NCRTC during the course of their service.

**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.

**GENERAL INSTRUCTIONS:**

1. Complete filled-up application should reach this office latest by **19.04.2021**  
Envelope containing the duly filled-up application should be super-scribed as-  
**"APPLICATION FOR THE POST OF Dy. GENERAL MANAGER(CIVIL)"**  
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.

2. The application should be supported with the following documents, **duly self-attested:-**
  - (i) Copies of Educational Certificates (Matriculation onwards)
  - (ii) Work experience Certificate issued by last employer and Letter/ Office Order of appointment with latest salary slip issued by current employer.
  - (iii) Copies of the APARs/ Performance Appraisals
  - (iv) Application should be forwarded through concerned department, stating D&A/ Vigilance status.
3. 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.
4. **Canvassing in any form shall disqualify the candidate.**

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

**APPLICATION FOR THE POST OF – DY. GENERAL MANAGER/ CIVIL**  
(Ref. Vacancy Notice No.15/2021)

**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 <b>18.03.2021</b>	.....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	
8.	Present Designation		
9.	Present Pay-Scale and Basic pay	Pay-scale- Present Basic Pay-	
	Holding present pay-scale w.e.f.		
	Period of holding the present grade	.....Years .....Months ..... days	
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

**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 Metro Rail/ Railways construction works - ..... 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. CONFIRMATION:** I do hereby confirm that I am fulfilling the following criteria:-

<b>S. N.</b>	<b>Criteria</b>	<b>Fulfilling (Yes/No)</b>	<b>Remarks (If any)</b>
1.	Age as on <b>18.03.2021</b>		
2.	Qualification		
3.	Working in the required grade/ Pay-scale/ Pay-package		
4.	Fulfilling total Experience criterion		
5.	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.

Date:

(Signature of the candidate)

Place:

Name.....

Desig.....

**Annexure-II**

**CERTIFICATE**

1. Certified that the particulars furnished by Shri/Smt/Ms. ....have been verified from his/her service record and found correct.
2. No vigilance case is either pending or contemplated against Shri/Smt/Ms. .... His/her integrity is certified.
3. No major/minor penalty was imposed on Shri/Smt./Ms. ....during the last 10 years as per records in the Ministry/Department.

Date:

Signature of Head of Office /Department

Place:

(Office stamp)