



No. NCRTC/HR/Rectt./21/2021

राष्ट्रीय राजधानी क्षेत्र परिवहन निगम
(भारत सरकार एवं प्रतिभागी राज्य सरकारों का एक संयुक्त उपक्रम)
National Capital Region Transport Corporation
(A Joint venture of Government of India and participating State Governments)

www.ncrtc.in

Dated:23.04.2021

VACANCY NOTICE
(No.21/2021)

REQUIREMENT OF SAFETY, HEALTH & ENVIRONMENT ENGINEER

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 requires Health, Safety and Environment Engineer working with Railways/ Railways' CPSEs/PSUs/ Metro Companies/ other Central/ State Govt. undertakings/ instrumentalities/ Reputed private sector companies for its RRTS project in NCR. The detail of the post is as under: -

(A) Post detail, Qualification and Experience: -

| S. N. | Post | No. of Posts & Cat. | Max. Age limit* | Qualification | Experience |
|-------|---|---------------------|-----------------|---|---|
| (a) | (b) | (c) | (d) | (e) | (f) |
| 1. | Addl. General Manager (Safety, Health & Environment) Rs.90000-240000 (E6) or, Sr. Dy. General Manager (Safety, Health & Environment) Rs.80000-220000 (E5) | 01 (One) UR | 50 Yrs. | Degree in Engineering with PG Diploma/ Degree in Construction Safety/ Industrial Safety from reputed Institute. | -Min. 12 or 10 years' experience (for AGM/ Sr.DGM respectively) in construction safety. Out of which min. 6 & 5 years' (for AGM and Sr. DGM respectively) in SHE, experience of Railways/ Metro Rail, field is mandatory. |

The eligibility criteria of Age, Qualification, Experience and Pay-scale/ Pay-package should be fulfilled on 23.04.2021.

- Should be obtained 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.

(B) Eligibility Criteria (Required Pay-scales/ Pay-package):

| Post (Level) | Pay Scale/ Annual compensation (CTC) | | Candidates working with Private Sector Companies or contract employees of Govt. sector |
|---|---|---|--|
| | Candidates working with Govt. org./ CPSEs/ Metro Rail Corporation & Govt. instrumentalities | | |
| | CDA Scales | IDA Scales | |
| Addl. General Manager (E6) | -3 years in pay-scale Rs.78800-209200 (L-12) CDA or | - In pay-scale Rs.90000-240000 (E6), or - 1½ years in Rs.80000-220000 (E5) | Having annual pay package/ CTC of Rs.24 Lakh. |
| Sr. Dy. General Manager (E5) | - 1½ years in pay-scale Rs.78800-209200 (L-12), | - In pay-scale Rs.80000-220000 (E5), or - 1½ years in Rs.70000-200000 (E4) | Having annual pay package of Rs.18 Lakh |

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's policy.

SELECTION PROCESS:

- Suitable candidates will be shortlisted, based on their eligibility/ experience in the relevant field and may be called for interview.
- The candidates will be offered position in NCRTC on immediate absorption/ Direct recruitment basis as per the suitability decided by the selection committee.

SURETY BOND & PROBATION PERIOD:

The selected candidates shall have to execute a Surety Bond to serve the Corporation for a minimum period, as given below: -

| S.N. | Mode of recruitment | Bond amount* (Rs.) | Min. period to serve the Corporation |
|------|--|--------------------|---|
| 1. | Direct Recruitment/ Open market | 3,00,000 | 3(three) years. |
| 2. | Absorption from Govt. org./ instrumentalities/ PSUS/CPSEs | 1,50,000 | 1(one) year. |

* Plus, Training cost & GST, as applicable.

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 before seeking resignation from the Corporation.

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 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 **17.05.2021**. 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.

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/s and Letter/ Office Order of appointment.
 - (iii) Latest 3 months’ Salary Slip
 - (iv) ITR and Form 26A of last two years (for private sector candidates)
 - (v) Copies of the APARs/ Performance Appraisals
 - (vi) Office order of joining the organization & initial grade.
 - (vii) Office order showing promotion to present grade.
 - (viii) Experience Certificate/ Office Order/Duty allocation order etc.
 - (ix) **‘NOC’ from concerned Department/ Employer. In case of non-availability, undertaking to submit the same at further stage of selection.**
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.**



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.21/2021)

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 23.04.2021 |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 sector | |
| 8. | Present Designation | | |
| | Employment status | Regular/ Contractual | |
| 9. | Present Pay-Scale and Basic pay or, Monthly & Annual Pay package | Pay-scale- Present Basic Pay- | |
| | Holding present pay-scale w.e.f. | | |
| | Period of holding the present grade |YearsMonths 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 Pay-scale/ Pay Pkg. | Place of posting | Responsibilities in brief |
|------|--------|----|-------------|----------------------------------|------------------|---------------------------|
| | From | To | | | | |
| | | | | | | |
| | | | | | | |
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| | | | | | | |

(Attach separate sheet, if required)

- Total work experience as Safety, Health & Environment - Years.
 - Relevant/ asked work experience in PSUs/ Metro Rail/ Railways - Years.
- (**Whichever applicable)

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 23.04.2021 | | |
| 2. | Qualification | | |
| 3. | Presently working with Govt. org./ CPSEs/ PSU/ Autonomous Body/ Govt. instrumentality/ Private Company | | |
| 4. | Working in the required grade/ Pay-scale/ Pay-package | | |
| 5. | Fulfilling total Experience criterion | | |
| 6. | Supporting documents attached | | |
| 7. | Seeking any relaxation | | |

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.....