

No. NCRTC/HR/Rectt./03/2019

Dated: 01.03.2019

**VACANCY NOTICE**  
**(No.03/2019)**

**RECRUITMENT OF EXPERIENCED PROFESSIONALS**  
**IN VARIOUS DISCIPLINES**

National Capital Region Transport Corporation (NCRTC) – a Joint Sector Company of Govt. of India and States of Delhi, Haryana, Rajasthan and U.P, under the administrative control of Ministry of Urban Development, is mandated for implementing the Regional Rapid Transport 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 - 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 experienced personnel, working with Railways/ Railways' CPSEs/PSUs/ Metro Companies/ other Central/ State Govt. undertakings or their instrumentalities and reputed private sector companies (as given in Applicability, column 'h', below) for its RRTS project in NCR. The detail and requirements of the posts are given below:-

**(A) Post detail, Qualification, Experience, Mode of Recruitment and Applicability:-**

**(i) Civil :-**

S. N.	Post	No. of Posts	Pay-Scale (Rs.)	Max. Age limit*	Qualification*#	Experience*	Mode of recruitment/ Applicability
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
1.	Group General Manager/ Chief Project Manager (Civil)	03 (Three)	120000-280000	55 Yrs.	B.E./ B.Tech.(Civil) or equivalent.	Min. 20 yrs. experience in Civil Engineering construction works in Govt./PSUs & Govt. instrumentalities, out of which min. 15 yrs. experience should be in construction of tunnels, underground/ elevated stations, viaduct/ tracks, bridges/ flyovers etc. in Metro Rail/ Railways projects. Experience of contract management is desirable.	<b>Absorption</b> (Immediate absorption) from Govt. org./Railways CPSEs/ PSUs/Metro Rail & other Govt. instrumentalities
2.	Addl. General Manager (Civil) or Sr. Dy.General Manager (Civil) or Dy.General Manager (Civil)	08 (Eight)	90000-240000	50 yrs.	B.E./ B.Tech.(Civil) or equivalent.	Min. 12/10/08 yrs. (for AGM/ Sr.DGM/DGM, respectively) in Civil Engineering construction works in Govt./PSUs & Govt. instrumentalities, out of which min. 10/08/06 yrs. (for AGM/ Sr.DGM/ DGM, respectively) experience should be in construction of tunnels, underground/ elevated stations, viaduct/ tracks, bridges/ flyovers etc. in Metro Rail/ Railways projects. Experience of contract management is desirable.	
			80000-220000				
			70000-200000				

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S. N.	Post	No. of Posts	Pay-Scale (Rs.)	Max. Age limit*	Qualification*#	Experience*	Mode of recruitment/ Applicability	
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	
3.	Manager (Civil) or,	22 (Twenty two)	60000-180000	40 yrs.	B.E./ B.Tech.(Civil) or equivalent	Min. 05/03 yrs. (for Mgr./AM, respectively) in Civil Engineering construction works in Govt./PSUs & Govt. instrumentalities, out of which min. 03/02 yrs. (for Mgr./AM, respectively) experience should be in should be in construction of tunnels, underground/ elevated stations, viaduct/ tracks, bridges/ flyovers etc. in Metro Rail/ Railways Projects.	<b>Absorption</b> (Immediate absorption) from Govt. org./Railways CPSEs/ PSUs/Metro Rail & other Govt. instrumentalities	
	Assistant Manager (Civil)		50000-160000		B.E./ B.Tech.(Civil) or equivalent or Diploma(Civil) with 10 yrs. experience.			
4.	Engineering Associate-I (Civil) or,	20 (Twenty)	40000-140000	35 Yrs.	B.E./ B.Tech.(Civil) or equivalent or Diploma(Civil) with 5 yrs. post qualification experience	Min. 3 yrs. experience in construction of tunnels, underground/ elevated stations, viaduct/ tracks, bridges/ flyovers etc. in Metro Rail/ Railways projects.		
	Engineering Associate-II (Civil)		30000-120000					
5.	Junior Engineer-II	24 (Twenty four)	27500-97350	30 Yrs.	Diploma(Civil)@	Min. 2 yrs. experience in construction of Metro Rail/ Railways civil construction works.		
6.	Engineering Associate-II (AutoCAD)	05 (Five) UR-04 OBC-01	30000-120000	35 yrs.	(i)B.E./ B.Tech.(Civil/ Architect) or equivalent or Diploma (Civil/ Architect) with 5 yrs. post qualification experience, and (ii)Certificate in AutoCAD.	Min. 3 yrs. experience of in Metro Rail/ Railways projects and should have good hands on software like AutoCAD, MxRail, Google Earth and able to prepare alignment drawings & other drawings, superimposing CAD drawings on other compatible formats and vice-versa.		<b>Absorption</b> (Immediate absorption) from Govt. org./Railways CPSEs/ PSUs/Metro Rail & other Govt. instrumentalities & <b>Direct Recruitment</b> from Private Sector
7.	Surveyor (NE4 level)	04 (Four) UR-04	20250-65500	30 yrs.	ITI Certificate in Surveying	Min. 5 yrs experience in surveying, out of which 2 yrs. should be in Metro Rail projects. Should have minimum 5 years' post qualification work experience of surveying in Civil construction/ Project. <u>Out of which 2 years' experience should be with Railways/ Metro Rail projects.</u>  Hands on knowledge of various computer applications, relating to the job is also desirable.		

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**(ii) Signal & Telecommunications(S&T)**

S. N.	Post	No. of Posts	Pay-Scale (Rs.)	Max. Age limit* (e)	Qualification*# (f)	Experience* (g)	Mode of recruitment/ Applicability (h)
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
1.	Group General Manager (Signaling)	01 (Three)	120000-280000	55 Yrs.	B.E./ B.Tech. (Electronics) or equivalent.	Min. 20 yrs. experience in construction/ maintenance of signaling system in Railways/ Metro Rail Corporations, out of which min. 5 years should be in dealing with design/ construction of modern signaling systems (SSI/ CATC, ETCS Level_i etc.). Experience of contract management is desirable.	<b>Absorption</b> (Immediate absorption) & <b>Deputation</b> from Govt. org./Railways CPSEs/ PSUs/Metro Rail & other Govt. instrumentalities
2.	Group General Manager (Telecom)	01 (One)	120000-280000	55 Yrs.	B.E./ B.Tech. (Electronics) or equivalent.	Min. 20 yrs. experience in construction/ maintenance of Telecom system in Railways/ Metro Rail Corporations, out of which min. 5 years should be in dealing with design/ construction of modern telecom systems like OFC based communication system, Digital Radio System, Highend Digital Display Systems etc. Experience of contract management is desirable.	<b>Absorption</b> (Immediate absorption) & <b>Deputation</b> from Govt. org./Railways CPSEs/ PSUs/Metro Rail & other Govt. instrumentalities
2.	Addl. General Manager(S&T) or, Sr. Dy.General Manager(S&T) or, Dy.General Manager(S&T)	03 (Three)	90000-240000 80000-220000 70000-200000	50 yrs.	B.E./ B.Tech.(Electronics) or equivalent.	Min. 12/10/08 yrs. (for AGM/ Sr.DGM/ DGM, respectively) in the field of Signalling and Telecommunication, out of which min. 8,6 & 4 years' experience (for AGM/ Sr.DGM/ DGM, respectively) should be in Electronics interlocking , cab signaling, Platform Screen, Doors Digital Display System, CCTUs, Automatic Fare Collection Systems etc.	<b>Absorption</b> (Immediate absorption) from Govt. org./Railways CPSEs/ PSUs/Metro Rail & other Govt. instrumentalities
3.	Manager(S&T) or, Assistant Manager(S&T)	04 (Four)	60000-180000 50000-160000	40 yrs.	B.E./ B.Tech. (Electronics) or equivalent B.E./ B.Tech. (Electronics) or equivalent or Diploma(Electronics) with 10 yrs. experience.	Minimum 5 and 3 years' experience (for Manager and Asstt. Manager, respectively) in the field of Signalling & Telecom and Automatic Fare Collection with Metro Rail projects.	<b>Absorption</b> (Immediate absorption) from Govt. org./Railways CPSEs/ PSUs/Metro Rail & other Govt. instrumentalities

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**(iii) Operations-**

S. N.	Post	No. of Posts	Pay-Scale (Rs.)	Max. Age limit*	Qualification*#	Experience*	Mode of recruitment/ Applicability
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
1.	Sr. Dy. General Manager (Operations) or Dy. General Manager (Operations) or Manager (Operations)	01 (One)	80000-220000  70000-200000  60000-180000	50 yrs.   40 Yrs.	Graduate, preferably Engineering in Electricals/ Electronics & Communication or, Diploma in Electricals/ Electronics & Communication/ Computer Science with 10 yrs. post qualification experience. (for Manager/ Opn. position only)	Min. 10/08/06 yrs. (for Sr.DGM/DGM/ Mgr.), respectively) in Metro Rail corporations, out of which minimum 4 years should be in Automatic Train Supervision/ Traction Power Control of Metro networks or in train operations (as Section/ Chief Controller) of Metro Rail/ Railways.	<b>Absorption</b> (Immediate absorption) from Govt. from Railways/ Metro Rail/ Railway CPSEs

**iv) Information Technology (IT)**

S. N.	Post	No. of Posts	Pay-Scale (Rs.)	Max. Age limit*	Qualification*#	Experience*	Mode of recruitment/ Applicability
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
1.	Dy. General Manager (IT)	01 (One)	70000-200000	50 yrs.	B.E./B.Tech. (IT/ Computer Science) or MCA.	Min. 08 yrs. experience in IT implementation, out of which minimum 3 yrs. should be in software development in construction/ infrastructure field. Should have good hand on SQL and RDBMS and programming languages/ Systems like HTML, CSS, Java script, PHP, Java, C etc.  Exposure to management/ administration of Project Management Systems like Primavera, Common Data Environment, ERP etc. in Railways/ Metro Rail/ Construction/ infrastructure environment is desirable.	<b>Absorption</b> (Immediate absorption) from Govt. org./Railways CPSEs/ PSUs/Metro Rail & other Govt. instrumentalities & <b>Direct Recruitment</b> from Private Sector employees

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11/3/2019

**(V) ADMINISTRATION, SAFETY, PLANNING & CORPORATE COMMUNICATION-**

S. N.	Post	No. of Posts	Pay-Scale (Rs.)	Max. Age limit*	Qualification*#	Experience*	Mode of recruitment/ Applicability
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
1.	Dy.General Manager (Administration) or	01 (One)	70000-200000	50 yrs.	Graduate, Diploma/ PG Diploma in Management will be preferred.	Min. 08/06/04 yrs. experience in office administration/ Facility management/ administration. Must be well conversant with Government procurement processes, coordinating office activities, operations, budgeting and other related activities.	<b>Absorption</b> (Immediate absorption) & <b>Deputation</b> from Govt. org./Railways CPSEs/PSUs/ Metro Rail & other Govt. instrumentalities
	Manager (Administration) or		60000-180000	40 yrs.			
	Assistant Manager (Administration)		50000-160000				
2.	Sr. Dy.General Manager (Safety & Safeguards) or	01 (One)	80000-220000	50 yrs.	B.E./ B. Tech. (Fire & Safety) Or, Engineering graduate with PG Degree/ Diploma in construction safety/Industrial Safety from a recognized institute.  Certifications in the field of Safety, Environment/ Social Safeguards will be preferred.	10/08/06 years' experience of working on Metro Rail/Railway projects. Should have experience of Designing Management Safety Systems (ISO/OHSAS)/ conducting Safety Audits/ implementing and monitoring of Integrated Management Systems including safety, health, environmental and Road Traffic Safety	<b>Absorption</b> (Immediate absorption) from Govt. org./Railways CPSEs/ PSUs/ Metro Rail & other Govt. instrumentalities & <b>Direct Recruitment</b> from Private Sector
	Dy.General Manager (Safety & Safeguards) or		70000-200000				
	Manager (Safety & Safeguards)		60000-180000	40 yrs.			
3.	Assistant Manager (Safety) or,	02 (Two)	50000-160000	40 Yrs.	BE/B. Tech. (Fire & Safety) or Engineering graduate with PG Diploma in construction safety/Industrial Safety from a recognized institute	Minimum 6/3/2 Years' experience of working on Metro Rail/Railway projects. Should have experience of implementing and monitoring the prescribed safety measures/ inspecting safety related manuals/SOPs, conducting mock drills.	<b>Absorption</b> (Immediate absorption) from Govt. org./Railways CPSEs/PSUs/ Metro Rail & other Govt. instrumentalities' & <b>Direct Recruitment</b> from Private Sector
	Engineering Associate-I (Safety) or,		40000-140000	30 Yrs.			
	Engineering Associate-II (Safety)		30000-120000				
4.	Assistant Manager (Planning) or,	04 (Four)	50000-160000	40 yrs.	B.E. / B. Tech. (Civil) and Diploma in Project Planning/ PG Course with	Minimum 6/3/2 Years' experience of working on Metro Rail/ Railway Projects in the field of planning. Should have experience of cost estimation, preparing and periodically updating construction schedule, identifying critical path and other activities related to project management for urban Metro projects. Should have	<b>Direct Recruitment</b> from Private Sector
	Engineering Associate-I		40000-140000	35			

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S. N.	Post	No. of Posts	Pay-Scale (Rs.)	Max. Age limit*	Qualification*#	Experience*	Mode of recruitment/ Applicability
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
	(Planning) Or, Engineering Associate-II (Planning)		30000-120000	Yrs.	Project Planning as a subject. -Certificate in Primavera application will be preferred	proficiency on Primavera P6 and MS Project.	
5.	Assistant Manager (Corporate Communication) or, Executive Associate-I (Corporate Communication) or, Executive Associate-II (Corporate Communication)	01 (One)	50000-160000 40000-140000 30000-120000	40 yrs. 35 Yrs.	Graduate and PG Degree or Diploma in Mass Communication /PR will be preferred	6/4/2 Years' experience of working in Corporate Communication or similar work in PSUs/ infrastructure sector/ metro Rail/ Railways. Experience of planning publicity strategies and campaigns. Content Writing and producing presentations and press releases, media management. Having experience of organizing promotional events, corporate events, workshops, conferences, exhibitions etc.	<b>Absorption</b> (Immediate absorption) from Govt. & <b>Deputation</b> from Govt. org./Railways CPSEs/ PSUs/Metro Rail & other Govt. instrumentalities

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

Post (Level)	Pay Scale/ Annual compensation(CTC)		Candidates working with Private Sector Companies (wherever applicable)
	Candidates working with Govt. org./ CPSEs/ Metro Rail Corporation & Govt. instrumentalities		
	CDA Scales	IDA Scales	
<b>Group General Manager (E8)</b>	- In pay-scale Rs.144200-218200(CDA) (L14), or - 4 years in Rs.123100-215900(L-13)	- In pay-scale Rs.120000-280000 (E8), or - 4 years in Rs.100000-260000(E7)	Not applicable
<b>Addl. General Manager (E6)</b>	- 3 years in pay-scale Rs.78800-209200 (L-12),	- In pay-scale Rs.90000-240000 (E6), or - 1½ years in Rs.80000-220000 (E5)	Not applicable
<b>Sr. Dy. General Manager (E5)</b>	- 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/ CTC of Rs.18 Lakh.
<b>Dy. General Manager (E4)</b>	- In pay-scale Rs.78800-209200 (L-12), or - 1½ years in Rs.67700-208700 (L-11)	- In pay-scale Rs.70000-200000 (E4), or - 1½ years in Rs.60000-180000 (E4)	Having annual pay package of Rs.16 Lakh.
<b>Manager (E3)</b>	- In Pay Scale Rs.67700-208700(CDA) Level-11, or - 1½ years' in Rs.56100-177500(CDA) Level-10/ 53100-167800(CDA) Level-9.	- In pay scale Rs.60000-180000(IDA) (E3) or, - 1½ years in Rs.50000-160000(IDA) (E2)	Having annual pay package of Rs.14 Lakh
<b>Assistant Manager (E2)</b>	- 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.	Having annual pay package of Rs.12 Lakh
<b>Engineering Associate-II/ Sr. Executive (E1)</b>	- In pay-scale Rs.47600-151100(L-8), or - For 1½ years in Rs.44900-142400(L7)	- In pay-scale Rs.40000-140000(E1), or - For 1½ years in Rs.30000-120000(E0)	Having annual pay package of Rs.4.5 Lakh
<b>Engineering Associate-III/ Executive (E0)</b>	- In pay-scale Rs.44900-142400(L7), or - For 1½ years in Rs.35400-112400(L6)	- In pay-scale Rs.30000-120000(E0), or - For 1½ years in Rs.29500-105850(NE8)	Having annual pay package of Rs.3.5 Lakh
<b>Junior Engineer-II (NE7)</b>	-In pay-scale in Rs.29200-92300(L-5)CDA or - For 1½ years in 25500-81100(L4) CDA	-In pay-scale Rs.27500-97350(NE7) IDA or - For 1½ years in Rs.25550-90650(NE6) IDA	Having annual pay package of Rs..3.0 Lakh.
<b>Surveyor (NE4)</b>	-In pay scale Rs.21700-69100(L-3) CDA - For 1½ years in Rs. 19900-63200 (L2) CDA	- In pay-scale Rs.20250-65500 (NE4) IDA or - For 1½ years in Rs.18250-59200(NE3)IDA	Having annual pay package of Rs.2.4 Lakh.

1/3/2019

\* - As on 02.03.2019.

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

@ - Essential qualification, without which higher qualification shall not be considered.

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

- Candidates having relevant Experience/ with Metro Rail Corporations, may be given relaxation in eligibility conditions/ additional weightage 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. In case of selection, candidates will have to undergo a medical examination as per the Corporation policy.

### **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 in case the number of application 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.
- (c) The candidates will be offered position in NCRTC on immediate absorption basis with respect to his eligibility vis-à-vis his last position in parent organization and length of service or as per the suitability decided by the selection committee.

### **SURETY BOND & PROBATION PERIOD: (Not applicable for persons join on deputation basis)**

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
		Executive	Non-executive	
1.	Direct Recruitment/ Open market	3,00,000	1,50,000	3(Three) years.
2.	Absorption from Govt. org./ instrumentalities/ PSUS/CPSEs	1,50,000	75,000	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 scale of 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. Application for deputation should be forwarded through the concerned office/ department (Annexure-II), however, advance copy may be submitted before the closing date of application.

### **GENERAL INSTRUCTIONS:**

1. Complete filled-up application should reach this office latest by **18.03.2019**. Envelope containing the duly filled-up application should be super-scribed as-

**“APPLICATION FOR THE POST OF-**  
and should be addressed to:-

*Handwritten signature and date:*  
1/12/19

**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
  - (iv) Office order of joining the organization & initial grade.
  - (v) Office order showing promotion to present grade.
  - (vi) Experience Certificate/ Office Order/Duty allocation order etc.
  - (vii) **'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.**

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1/13/2019





# NATIONAL CAPITAL REGION TRANSPORT CORPORATION LTC

(A joint venture of Govt. of India and participating State Govts.)

## APPLICATION FOR THE POST OF-

(Ref. Vacancy Notice No.....)

For Absorption/ Deputation/ Direct Recruitment.

(Strike-out, which is not applicable)

### 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>02.03.2019</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.		

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**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 PSUs Infrastructure Sector(Civil)/ Metro Rail/ Railways- ..... 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.	2014-15	
		2015-16	
		2016-17	
		2017-18	
4.	Time required for joining, if selected		

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11/3/2019

**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 <b>02.03.2019</b>		
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.....

Desig.....

**Annexure-II**

**CERTIFICATE**  
(For deputation only)

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)

*Handwritten signature and date: 11/3/2019*