



No. NCRTC/HR/Rectt./21/2020

Dated: 24.06.2020

VACANCY NOTICE
(No.21/2020)

REQUIREMENT OF ASSISTANT MANAGER/ COORDINATION
ON RE-EMPLOYMENT BASIS

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 retired officers/ executives of Railways/ its CPSEs/ PSUs/ Metro Rail Corporations/ other Central/ State Govt. undertakings or in their instrumentalities for its RRTS project in NCR. The detail of the post is as under: -

Name of the post	Assistant Manager (Co-ordination)
Number of post	01(one)
Age	Not more than 65 years, as on 24.06.2020
Qualification, Eligibility criteria and Experience	<u>-Qualification-</u> Graduate <u>-Eligibility Criteria-</u> Superannuated in pay-scale- -Rs.60000-180000 (IDA) E3 Level, or -Rs.67700-208700 (CDA) L-11. <u>-Experience-</u> -Should have minimum 20 years' work experience in Govt. departments/ PSUs/Central or State Govt. instrumentalities. The experience should include secretarial practices and administrative works. -Work experience of Railways, its CPSEs and Metro Rail environment will be preferred.
Pay & benefits	As per Corporation's policy.
Term of employment	06(Six) months
How to apply	Interested candidates may apply in the prescribed application format, alongwith relevant documents.

Other terms and conditions of NCRTC shall be applicable.

General Instructions: -

- 1) Completely filled-up application should reach this office latest by **13.07.2020**.
- 2) The envelope containing duly filled-up application should be super-scribed as

“APPLICATION FOR THE POST OF- ASSISTANT MANAGER/ CO-ORDINATION”
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.**

- 3) Applications received after due date shall not be entertained. NCRTC will not be responsible for non-receipt/ late receipt of the application/ any communication due to postal delay or any other reason.
- 4) The application should be supported with photocopies of the following documents: -
 - Educational Certificates
 - Copy of PPO and Service Certificate
 - Experience related certificates.Applications without supporting documents shall not be entertained.
- 5) The candidate shall ensure that he is medically fit to perform the field duty and may be sent for medical examination as per the medical standards prescribed for the post.
- 6) **Canvassing in any form shall disqualify the candidate.**



NATIONAL CAPITAL REGION TRANSPORT CORPORATION LTD.

**Application for the post of
ASSISTANT MANAGER/ COORDINATION
on Re-employment basis**
(Vacancy Notice No.21/2020)

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		
4. Age as on 24.06.2020 Yrs.MonthsDays	
5. Category (UR/SC/ST/OBC/PWD)		
6. Correspondence Address		
7. Contact No. (with STD code)	Phone.....Mobile.....	
8. E-mail ID		

B. EDUCATION DETAILS

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

C. EXPERIENCE DETAILS:

S.N.	Period		Designation & Pay-scale	Organisation	Responsibilities in brief
	From	To			

(Attach separate sheet, if required)

- Total work experience* -.....
- Related/ asked work experience* -
- Designation at the time of superannuation* -.....
- Pay-scale at the time of superannuation* -.....

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

Date:

(Signature of the candidate)

Place: