

No. NCRTC/HR/Rectt./19/2019

Dated: 28.06.2019

**VACANCY NOTICE**

**(No. 19/2019)**

**FILLING-UP OF THE POST OF EXECUTIVE DIRECTOR/ CIVIL  
ON ABSORPTION BASIS**

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 Housing and Urban Affairs, 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, rail based, high capacity, comfortable state of art, world class commuter service connecting regional nodes in NCR. It will provide reliable, high frequency, point to point and safe regional travel at high speed along dedicated path way for relatively longer distance with fewer stops and at higher speed.

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.

These projects will not only provide a vital new transport infrastructure backbone to the region but also act as a catalyst for development of sub urban centers, providing jobs in the Indian economy and relieving congestion in main cities through faster reliable connections. This high profile project with high performing teams offers a once in a lifetime opportunity to make a significant and lasting contribution to the life of NCR and the country as a whole. The diversity of individuals and skills we require to complete this task is simply huge. Further, the learning opportunities in an organization that is at its inflexion point of initiating some of the largest infrastructure projects in this country will be immense. The complexity of the project and need to draw upon international learning will offer an accelerated opportunity for skill development of talented and motivated individuals that will further lead to exciting careers prospects for the future. Our motto "**Gati se Pragati**", applies to both the project and the motivated team that will embark on this journey with us.

To meet the requirement of such persons, applications are invited from target oriented Civil Engineers, working in Railways/ CPSEs/ Metro Rail Corporations on absorption basis. The detail of the post and eligibility are given below:-

1.	Nomenclature of the post, Pay-scale	Executive Director/ Civil Rs.150000-300000
2.	No. of vacancies	01 (One)
3.	Location	Delhi-NCR Region
4.	Eligibility	Working in pay-scale L15 Rs.182200-224100 (CDA)/ in E9 Rs.150000-300000 (IDA) or, 05 (Five) years' in pay-scale L14 Rs.144200-218200 (CDA)/ in E8 Rs.120000-280000 (IDA)

Registered & Corporate Office:

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

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

CIN: U60200DL2013GOI256716

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

M: contactus@ncrtc.in

5.	Age, Qualification & Experience	<p><b>Age:</b> Not more than 57* years (As on 01.07.2019)</p> <p><b>Qualification:</b> Essential- Bachelors Degree in Civil Engineering or its equivalent.</p> <p><b>Experience:</b> Minimum 25 years' experience in the field of Civil Engineering, which include:-</p> <ul style="list-style-type: none"> <li>(i) Proved experience of planning and timely execution of large Railways/ Metro Rail projects.</li> <li>(ii) Should have experience of design &amp; construction of; <ul style="list-style-type: none"> <li>a. Underground stations and tunnels with TBM &amp; NATM.</li> <li>b. Viaduct/Bridges</li> </ul> </li> <li>(iii) Experience of co-ordination and interface in Railways/ Metro projects and PSU construction work as project head at leadership level (HoD/Dy.HoD).</li> <li>(iv) In addition to the above, he should have experience of dealing with contract management, land acquisition, utility shifting, traffic diversion etc. in Railways/ Metro Rail construction work.</li> </ul> <p>*May be relaxed in exceptional cases.</p>
6.	Desirable	<ul style="list-style-type: none"> <li>(i) Should have minimum of ten (10) years experience in handling multi-disciplinary engineering projects preferably having underground construction in Metro/semi high-speed/high-speed rail projects.</li> <li>(ii) Should have experience and knowledge of interfacing with railway related discipline such as track laying works, signaling, electrification and rolling stock etc. for metro/semi high-speed/high-speed etc.</li> </ul>
7.	Job responsibilities	<p>The job responsibilities of ED (Civil) will be as under:-</p> <ul style="list-style-type: none"> <li>(i) Finalisation of DPR.</li> <li>(ii) Pre-construction activities.</li> <li>(iii) Planning, tendering, execution of work approved by the Govts. and co-ordination with various stake holders and Govts. agencies.</li> <li>(iv) He shall responsible for planning, tendering and contracting, construction and project administration and include supervision of sites, quality assurance, safety, cost control, land acquisition, utility shifting, traffic diversion and other works necessary for implementation of project within time and budget.</li> <li>(v) Other responsibilities, if any, may be assigned as per requirement from time to time.</li> </ul>

### **TERMS & CONDITIONS**

**(a) 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.

**(b) Surety Bond & Probation period:**

The candidates selected shall have to execute a Surety Bond of Rs.3,00,000 plus GST and cost of training, if any, to serve the Corporation for a minimum period of one year. A three months' prior notice, will be required before seeking resignation from the Corporation. He will be under probation for a period of two years, which may be extended in case of unsatisfactory performance.



(c) **Compensation package & posting:**

The Company offers attractive pay, perks and allowances attached to the post/ grade similar to IDA pattern scale of pay and company policy. The job is transferable, and the selected candidates can be posted/ transferred to any of the work site of NCRTC in Delhi NCR during the course of their service.

**SELECTION PROCESS:**

Suitable candidates will be shortlisted, based on their eligibility/ experience in the relevant field and may be called for interaction/ selection process. The candidates will be offered position in NCRTC on immediate absorption basis with respect to their eligibility vis-à-vis their last position in parent organization and length of service or as per the prescribed eligibility conditions.

**HOW TO APPLY:**

Eligible and interested officers may apply in the prescribed application format, Annexure-I attached. All relevant documents should also be enclosed with the application. **Complete filled-up application should reach this office on or before 15.07.2019.**

Envelope containing the duly filled-up application should be super-scribed as-

**“APPLICATION FOR THE POST OF EXECUTIVE DIRECTOR/ 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.**

Advance copy of the application may be sent to this office directly and a copy of the application may also be sent to the concerned Administration (HQ/ Board etc.) for forwarding the same to NCRTC, duly indicating No Objection, Vigilance/ DAR clearance etc.

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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 EXECUTIVE DIRECTOR (CIVIL)

(Ref. Vacancy Notice No.19/2019)

#### 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>01.07.2019</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.		
	Working at L14 (SAG/NFSAG)/ E8 level since	...../...../..... (Total period ..... Years .....Months ..... days)	
	Working as and Executive/ Group-'A' level since (E2 level/ L10 and above)		
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/ Detail of Projects executed
	From	To				

(Attach separate sheet, if required)

- Total work experience in Civil construction field -..... Years.
- Civil work experience in Railways/ Railways CPSEs/ Metro Rail at Officer/ Executive level- ..... 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		

**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>01.07.2019</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		

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.

In case of selection he/she will be relieved for normal tenure of three years on deputation/ absorption.

Date:

Signature of Head of Office /Department

Place:

(Office stamp)