



**रेल विकास निगम लिमिटेड**

(भारत सरकार का उपक्रम)

**Rail Vikas Nigam Limited**

(A Government of India Enterprise)

CIN : U74999DL2003GOI118633

No. HSRC/2020/5/1/HR (PP&D) /Imm. Per. Absorption

Date: - 05.10.2020

**The Secretary  
Railway Board,  
New Delhi.**

(Kind attn. Shri C. K. Vinod, Under Secretary (Dep.))

**Sub: - Filling up the post of General Manager (Project Planning & Business Development) in HSRC Infra Services Limited (100 % Subsidiary of Rail Vikas Nigam Limited) on Immediate Permanent Absorption Basis.**

Sir,

It is proposed to fill up **One (1) post of General Manager (Project Planning & Business Development) in E-8 of IDA pay scale Rs. 120000-280000/- (Revised) in HSRC Infra Services Limited (100 % Subsidiary of Rail Vikas Nigam Limited) on IMMEDIATE PERMANENT ABSORPTION BASIS**

**The detailed specification/requirement of the post is enclosed as Annexure-I.** It is requested that the above post may kindly be given wide circulation in your Railways / Divisions/ Units / Organizations.

Application in the prescribed proforma along with (Annexure-A, B, C) of the eligible candidates (**Railway Officers or Railway Officials on deputation or Ex. Railway Officials**) whose services can be spared immediately on selection, together with the certificate from the competent Authority (in proforma Annexure-D) along with the below mentioned documents be forwarded to **Shri Ajay Bhardwaj, Dy. CTO (HSRC), RAIL VIKAS NIGAM LTD., ROOM NO.205, AUGUST KRANTI BHAWAN, BHIKAJI CAMA PLACE, R. K. PURAM, NEW DELHI-110066, latest by 26<sup>th</sup> October, 2020. A SCANNED COPY OF THE DULY FILLED IN AND SIGNED PROFORMA IN PDF FORMAT MAY ALSO BE SENT BY CANDIDATE THROUGH E-MAIL TO [ajay.bhardwaj@rvnl.org](mailto:ajay.bhardwaj@rvnl.org).** Applications received after the above date / without the requisite certificates & necessary documents will not be entertained.

- i) Integrity certificate
- ii) DAR/Vigilance/SPE clearance certificate.
- iii) Attested photocopies of the ACRs for the last five years.  
(Attested on each page by an officer not below the rank of JAG).

The candidate who applies for the post will not be allowed to withdraw their candidature subsequently.

Thanking you,

DA / as above.

**Yours faithfully**

  
(Sathyan Pillai)

**Addl. General Manager/HR**

**Tel no. 011-26738303**

**Copy to: -**

1. All General Managers on Indian Railways
2. All CAO's on Indian Railways.
3. CMDs/MDs of all CPSE's of Railways

## **ANNEXURE-I**

**HSRC Infra Services Limited (100 % Subsidiary of Rail Vikas Nigam Limited, a premier schedule "A" PSU) under Ministry of Railways engaged in Railway infrastructure of national importance invites applications from willing dynamic Officers to fill up 01 (One) post of General Manager in E-8 of IDA pay scale Rs. 120000-280000/- (Revised) in Project Planning & Business Development Department in HSRC Infra Services Limited (100 % Subsidiary of Rail Vikas Nigam Limited) on IMMEDIATE PERMANENT ABSORPTION BASIS for Corporate Office, New Delhi.**

### **ELIGIBILITY CRITERIA**

#### **1. For General Manager.**

**Requirement Place :- Corporate Office, New Delhi.**

- i) The incumbent should be a B. Tech / B. E or its equivalent.

**Desirable:** - MBA in Marketing / Finance.

**(A) For serving / Retired Railway Officials including those working on deputation in RVNL or in any other PSUs.**

- ii) Candidate working in the substantive Grade PB-4 scale 37400-67000/- with GP Rs.10000/- / Level-14 of 7<sup>th</sup> CPC  
or  
in grade PB-4 scale 37400-67000 with GP Rs.8700 / Level-13 of 7<sup>th</sup> CPC and should have completed at least 17 years of Group-A service as on 26.10.2020.

**(B) For Officials working in any other PSUs.**

E-8 in the scale of Rs. 51300-73000/- /Rs. 120000-280000/- (Revised) of IDA pattern (For officers of CPSEs)

or

E-7 in the scale of Rs. 43200-66000/- /Rs. 100000-260000/- (Revised) of IDA with at least 4 years of service in the grade of E-7 (For officers of CPSEs) and having minimum of 20 years of managerial services in CPSEs.

or

Corresponding equivalent grades of the above mentioned two types.

**Note: - "This can be relax in the case of specially deserving candidate for consideration."**

**(C) Experience for above post.**

- i) The incumbent officer should have experience in planning, Bidding, Business Development and Execution of high value railway infrastructure projects.  
ii) International Assignments.

**(D)** Age should not be above 52 years of age as on 26.10.2020.

**JOB PROFILE: - "THE INCUMBENT IS REQUIRED TO UNDERTAKE PROJECT PLANNING AND DEVELOPMENT AND MARKETING FOR SECURING BUSINESS FOR THE COMPANY. HIS SERVICES WOULD ALSO BE REQUIRED IN PREPARATION OF DPR FOR FUTURE PROJECTS, RFP DOCUMENTS AND BIDS TO PARTICIPATE ON DOMESTIC AS WELL AS INTERNATIONAL MARKET."**

**The applicant should not only be technically suitable but also be physically fit enough to work at Projects Sites.**

The selected candidate will be offered position in HSRC on immediate permanent absorption basis with respect to his eligibility vis-a-vis his last position in Railways and length of service as per the HSRC (RVNL) Rules.

Candidates interested to apply for the above post may visit the company's website: [www.hsrc.in](http://www.hsrc.in) / [www.rvnl.org](http://www.rvnl.org)—Opportunities under '*Career Opportunities*' for details and application form.

Application in the **prescribed proforma alongwith Annexure-A, B, C together with the certificate from the competent authority (in proforma Annexure 'D')** alongwith the copies of relevant documents (documents to be compulsorily attached, Educational Certificate, Service Certificate, Pension Pay Order etc.) be sent to **Shri Ajay Bhardwaj, Dy. CTO, HSRC, RAIL VIKAS NIGAM LTD., ROOM NO.205, AUGUST KRANTI BHAWAN, BHIKAJI CAMA PLACE, R. K. PURAM, NEW DELHI-110066, latest by 26<sup>th</sup> October, 2020.** A SCANNED COPY OF THE DULY FILLED IN AND SIGNED PROFORMA IN PDF FORMAT MAY ALSO BE SENT BY CANDIDATE THROUGH E-MAIL TO [ajay.bhardwaj@rvnl.org](mailto:ajay.bhardwaj@rvnl.org). Applications received after the above date / without the requisite certificates and necessary documents will not be entertained.

**DOCUMENTS TO BE COMPULSORILY ATTACHED: -**

1. Copy of 10<sup>th</sup> / High School / Secondary / School Leaving Certificate showing Date of Birth.
2. Copies of Educational & Professional Qualifications.
3. Experience Certificate, if any.
4. Copies of Commendations / Award Certificates.
5. Service Certificate & PPO in the case of retired /resigned Railway Officials.
6. Copies of ACRs/APARs for the last 5 years (If available for retired employees).
7. Caste certificate.

**QUALIFICATION/ELGIBILITY CRITERIA OF OFFICIAL FOR IMMEDIATE PERMANENT ABSORPTION BASIS IN HSRC.**

| Sr. No. | Name of the Post   | Age should not exceed            | Eligibility/ Experience  |
|---------|--|----------------------------------|--|
| 1       | <p><b>General Manager / PP&amp;D<br/>IDA Scale (E-8)<br/>Rs. 120000-280000/-<br/>(Revised)<br/>(For Corporate Office, New Delhi)</b></p> | <p>52 years as on 26.10.2020</p> | <p><b>1. For Govt./ PSUs Officials</b><br/> <b>i)</b> The incumbent should be a B. Tech / B. E or its equivalent.<br/><br/> <b>Desirable:</b> - MBA in Marketing / Finance.<br/><br/> <b>ii)</b> Candidate working in the substantive Grade PB-4 scale 37400-67000/- with GP Rs.10000/- / Level-14 of 7<sup>th</sup> CPC<br/><br/> <b>or</b><br/> in grade PB-4 scale 37400-67000 with GP Rs.8700 / Level-13 of 7<sup>th</sup> CPC and should have completed at least 17 years of Group-A service as on 26.10.2020.<br/><br/> <b>For Officials working in any other PSUs.</b><br/><br/> E-8 in the scale of Rs. 51300-73000/- /Rs. 120000-280000/- (Revised) of IDA pattern (For officers of CPSEs)<br/><br/> <b>or</b><br/> E-7 in the scale of Rs. 43200-66000/- /Rs. 100000-260000/- (Revised) of IDA with at least 4 years of service in the grade of E-7 (For officers of CPSEs) and having minimum of 20 years of managerial services in CPSEs.<br/> <b>or</b><br/> Corresponding equivalent grades of the above mentioned two types.<br/> <b>Experience:</b><br/> i) The incumbent officer should have experience in planning, Bidding, Business Development and Execution of high value railway infrastructure projects.<br/> ii) International Assignments.</p> |

**FORMAT OF APPLICATION FOR IMMEDIATE PERMANENT ABSORPTION BASIS IN  
HSRC FOR THE POST OF GENERAL MANAGER / PP&D.**

Affix here passport  
size photograph

|       |   |  |
|-------|---|--|
| 1     | Name  |  |
| 2     | Father's Name   |  |
| 3     | Date of Birth   |  |
| 4     | Sex   |  |
| 5     | Status (Married/Single)   |  |
| 6     | Whether SC/ST/OBC/Minority<br>(Copy of caste certificate be enclosed)   |  |
| 7 (i) | Address with contact number   |  |
| (ii)  | Mobile No   |  |
| (iii) | e- mail address   |  |
| 8     | Details of Dependents<br>(Name, Age & Relationship)   |  |
| 9     | Hobbies/Extra Curricular Activities   |  |
| 10    | Present Organisation in which you are<br>working, its address and Phone Numbers                               |  |
| 11    | a) Present Position<br>b) Date of Appointment on the<br>Present Position<br>c) Present Pay scale / Emoluments |  |

|    |   |  |
|----|---|--|
| 12 | a) Date of Appointment in Railways<br>b) Grade/Pay/Scale at the time of Appointment in Rlys<br>c) Last position held in Rlys<br>d) Last Grade/Pay/Scale in Rlys<br>e) Date of Retirement/Resignation<br>f) Total Length of service in Rlys<br>g) Pension Details, if any<br>(Copy of P.P.O. to be attached) |  |
| 13 | Type of Separation from Railways<br>(Tick the relevant type)  | 1. Voluntary Retirement<br>2. Resignation<br>3. Others (specify) |

14 **Educational/Technical Qualification**

| Name of Examination | Name of Board/University | Year of Passing | Subjects | % of Marks | Class/Division |
|---------------------|--------------------------|-----------------|----------|------------|----------------|
|                     |                          |                 |          |            |                |
|                     |                          |                 |          |            |                |
|                     |                          |                 |          |            |                |
|                     |                          |                 |          |            |                |

15 **Professional Experience**

(a) **Railway Service**

| SN | Name of Organisation & Address with Place of Posting | Design. | Scale of Pay/ | From | To | Nature of Work |
|----|--|---------|---------------|------|----|----------------|
|    |  |         |               |      |    |                |

(b) **Other than Railway Service**

| SN | Name of Organisation & Address with Place of Posting               | Design. | Scale of Pay /Emoluments | From        | To | Nature of Work |
|----|--|---------|--------------------------|-------------|----|----------------|
|    |  |         |                          |             |    |                |
| 16 | Details of Punishment if any in the last 10 years                  |         |                          |             |    |                |
| 17 | Details of Awards, if any  |         |                          |             |    |                |
| 18 | Have you ever been involved in any anti-national activities (Tick) |         |                          | (Yes / No ) |    |                |
| 19 | Have you ever been convicted, If yes, details                      |         |                          |             |    |                |
| 20 | Any criminal case lodged against you, If yes, details              |         |                          |             |    |                |

21. **Declaration**

1. I hereby solemnly affirm that the statement made and information furnished by me in the above proforma is true and correct.
2. I have not concealed any information.
3. However, if any information furnished herein is found to be fraudulent, incorrect and untrue, I understand that I am liable to criminal prosecution and I also agree to forgo my appointment if made.
4. I agree to abide by the Rules and Regulations of HSRC (RVNL).
5. I also hereby certify that neither I have been compulsorily retired from Railway Service as punishment/penalty under RS (D&A) Rules, 1968 nor prematurely retired under Rule 1802, 1803 & 1804 of IREC-Vol-II. My service certificate is enclosed (only in case of ex-Railway servants).

Place \_\_\_\_\_

Date \_\_\_\_\_

Signature of Candidate  
Name

**UNDERTAKING**

In the event of my selection as ..... in HSRC, I will tender my resignation in my Parent Organization. i.e. ....

Name \_\_\_\_\_

Designation \_\_\_\_\_

Railway \_\_\_\_\_ Station \_\_\_\_\_

Date \_\_\_\_\_



**AFFIDAVIT**

I.....S/o..... while working as  
....., do hereby solemnly affirm and declare that I am free from  
D&AR/SPE/Vigilance angle and no proceedings have been contemplated or pending against me in the  
said organization.

In case any information comes to my notice, I will inform HSRC of the same immediately.

I, further, understand that if any adverse information comes to the notice of HSRC which was  
not disclosed by me, in addition to termination of Service, other actions as deemed fit would be taken  
by HSRC.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Design \_\_\_\_\_

Organization \_\_\_\_\_

**VERIFICATION**

I declare that the information furnished by me in the Application Form is true to the best of my knowledge and belief and that nothing has been concealed.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Design \_\_\_\_\_

Organization \_\_\_\_\_

**(Certificate to Be Furnished by the Employer/Head of Office/ Forwarding Authority)**

1. Certified that the particulars furnished by \_\_\_\_\_ are correct and he/she possesses educational qualifications and experience mentioned in the vacancy circular.
2. Also certified that: -
  - i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt. \_\_\_\_\_
  - ii) His/her integrity is certified.
  - iii) His/her CR Dossier in original is enclosed/ photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of JAG, are enclosed.

Signature \_\_\_\_\_

Name & Designation \_\_\_\_\_

\_\_\_\_\_

Telephone No, \_\_\_\_\_

Office Seal \_\_\_\_\_

**List of enclosure:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_