

No. NCRTC/HR/Rectt./34/2022

Date: 29.06.2022

VACANCY NOTICE
(No.34/2022)

REQUIREMENT OF SR. EXECUTIVE / EXECUTIVE (FINANCE) ON IMMEDIATE
ABSORPTION/DIRECT RECRUITMENT BASIS

Commencement of Online Application	Last Date of Online Submission of Application	Date of Reckoned Eligibility
29.06.2022	18.07.2022	29.06.2022

National Capital Region Transport Corporation (NCRTC) – a Joint venture of Govt of India and participating State Governments 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, 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 pathway 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 -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.

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 be part of the journey of NCRTC, interested and eligible candidates can apply for the following vacancies:-

Name of the Post/ Pay Scale/ Level	Sr. Executive/ Finance Rs.40000-140000 (E1) or Executive/ Finance Rs.30000-120000 (E0)
Maximum Age *(years)	35 Years

No. of Vacancies & Reservation of Post	02 (UR)
Nature of Employment	Regular
Emoluments & Place of Posting	The Corporation 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.
Minimum Post Qualification Experience (Years)	- For Sr. Executive : Minimum post qualification experience is as under: <ul style="list-style-type: none"> • 01 year of experience of working in same grade (E1/ L8) with Central/ State Govt. organization/ CPSEs/ PSUs/ Govt. instrumentalities or • Total 04 years of experience of working with Central/ State Govt. organization/ CPSEs/ PSUs/ Govt. instrumentalities in E0/L7 grade for past 3 years or • 4 years' experience of working with Private Organization. - For Executive : Minimum post qualification experience is as under: <ul style="list-style-type: none"> • 01 year of experience of working in same grade (E0/ L7) with Central/ State Govt. organization/ CPSEs/ PSUs/ Govt. instrumentalities or • Total 03 years of experience of working with Central/ State Govt. organization/ CPSEs/ PSUs/ Govt. instrumentalities in NE-8/L6 grade or • 03 years' experience of working with Private organizations.
Responsibilities i.e. Key deliverables for the Post	1. Essential Experience <ul style="list-style-type: none"> - Corporate Accounts/ Preparation of Financial Statements/ Direct & Indirect Taxation/ Fare box Revenue/ Non Fare Box Revenue 2. Desirable Experience <ul style="list-style-type: none"> - Budgeting/ Contract Management/ Financial Modelling
Qualification	- MBA/PGDM from reputed institute (2 years duration) with specialization in Finance. OR - Chartered Accountant (CA)/ Cost & Management Accounting (CMA).

Applicable Medical & Health Standard	<ul style="list-style-type: none"> - Candidates should be medically fit as per Indian Railways Medical Standard (Executive) - 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. 		
Mode of Selection	<ul style="list-style-type: none"> - Based on the eligibility/ experience in the relevant field, shortlisted candidates will be called for interview. - NCRTC reserves the right to conduct a written examination for the post in case the number of applications received from eligible candidates is higher. The details 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. - The candidate will be offered position in NCRTC on immediate absorption/ direct recruitment basis with respect to his/her eligibility vis-à-vis his last position in parent organization and length of service or as per the suitability decided by the selection committee. 		
Pay Scale/ Annual Compensation (CTC)	Candidates working with Govt. org./ CPSEs/ Metro Rail Corporation & Govt. Instrumentalities		Candidates working with Private Sector Companies
	CDA Scales	IDA Scales	
Sr. Executive (E1)	In pay-scale Rs. 47600-151100 (L8), OR 3 years of service in pay-scale Rs. 44900-142400 (L7)	In pay-scale Rs. 40000-140000 (E1), OR 3 years of service in Rs. 30000-120000 (E0).	Having annual CTC of Rs. 8 Lakhs.
Executive (E0)	In pay-scale Rs. 44900-142400 (L7) OR 3 years of service in Rs. 35400-112400 (L6).	In pay-scale Rs. 30000-120000 (E0), OR 3 years of service in Rs. 29500- 105850 (NE8).	Having annual CTC of Rs. 7 Lakhs.

- The eligibility criteria, i.e. age, experience may be relaxed in exceptional cases.
- Other terms and conditions of NCRTC shall be applicable.
- Qualification should be obtained from recognized University/Institute/Government Body.
- Number of vacancies are subject to change at any stage of the selection as per the requirement of the Project.
- Reserve candidates applying against unreserved post shall be treated as General category.

SURETY BOND & PROBATION PERIOD:

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

Sl. No.	Mode of recruitment	Bond amount* (Rs.)	Min. period to serve the Corporation
1.	Absorption from Govt. org./ instrumentalities/ PSUS/CPSEs	1,50,000	1(One) year.
2.	Direct Recruitment/ Open Market	3,00,000	3 (Three) years.

* Plus, Training cost & GST, as applicable.

After joining the employee 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.

HOW TO APPLY:

Applications will be accepted ONLINE through the link provided in the “Career section” of the NCRTC website i.e. <https://www.ncrtc.in>. Candidates are required to upload recent passport sized photograph & signatures (not more than 3 months old), scanned signature and scanned copies of the supporting documents.

GENERAL INSTRUCTIONS:

1. Incomplete application without supporting documents shall summarily reject the candidature.
2. Before applying, the candidate should ensure that he/ she fulfills the eligibility criteria and other norms mentioned in this advertisement. Scanned copies of passport sized photograph, signature, educational certificates, and experience certificate should be kept ready, as these documents would be required to be uploaded at the time of filling up of online application form.
3. More than one application for a post may lead to cancellation of candidature.
4. All computations of Age, Post Qualification Experience etc., shall be as on 29.06.2022.
5. All information regarding this recruitment process would be made available in the career section of NCRTC website, i.e. www.ncrtc.in, only. Applicants are advised to check the web site periodically for important updates. Once registered for NCRTC, all correspondences shall be made through their registered e-mail ID and/ or candidate login.
6. In case of any query the same may be sent to recttquery@ncrtc.in with “POST – SR. EXECUTIVE/ EXECUTIVE (FINANCE)-34/2022” in the Subject Line. Candidates are advised to add this e-mail ID to their address book. NCRTC will not be responsible for non-delivery of e-mail/ delivery of e-mail to junkor spam folder. Contact No. 011-24666700 (10:00 AM to 4:30 PM).

Canvassing in any form shall disqualify the candidate.
