



No. NCRTC/HR/Rectt./19/2022

Date: 30.04.2022

VACANCY NOTICE
(No.19/2022)

REQUIREMENT OF SENIOR EXECUTIVE (COORDINATION) ON DEPUTATION/ ABSORPTION BASIS

National Capital Region Transport Corporation (NCRTC) – a Joint Venture 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 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, 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-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.

NCRTC invites applications from experienced personnel, working with Govt. organizations/ Metro Rail/ Central/ State Govt. PSEs/ Autonomous Bodies/ other instrumentalities for Deputation/ Absorption. The detail of the post and eligibility criteria is given below:-

1.	Nomenclature of the post	Sr. Executive (Coordination)
2.	No. of vacancies	01(One)
3.	Location	Delhi-NCR
4.	Term (In case of deputation)	Normal term of deputation, as per DoPT guidelines issued from time to time
5.	Eligibility	Working in pay-scale Rs.40000-140000 (IDA) E1/ Rs.47600-151100 (CDA) L-8 Or 3 years in {Rs.30000-120000 (IDA) Eo/ Rs.44900-142400 (CDA) L-7 } (for absorption only).
6.	Age, Qualification & Experience	Age: Not more than 40* years (May be relaxed in exceptional cases).

		<p>Qualification: Essential Graduate. Preferable MBA. Experience: Minimum 5 years work experience required in coordination and official functions.</p>
7.	Whether the company/ organization has been exempted from the rule of permanent absorption and if so, the date up-to which the exemption is valid.	DoPT vide its OM No. AB.14017/86/2007-Estt. (RR) dated 16.01.2008 has granted exemption for deputationist Officers joining Joint Sector companies like DMRC etc. set up for Metro Projects, from the rule of permanent absorption so long as they are in "construction mode". MoHUA has extended these instructions for NCRTC also vide its letter No. K-14011/17/2016-MRTC-1dated 03.01.2017.

All eligibility conditions should be fulfilled on 30.04.2022.

- **The eligibility criteria for Deputation of Central/ State Govt. employees shall be as per DoPT guidelines on the subject. Other terms and conditions of NCRTC shall be applicable.**
- Qualification should be obtained from recognized University/ Institute/ Government body.
- The eligibility criteria, i.e. age, experience may be relaxed 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 Absorption, candidates will have to undergo a medical examination as per the Corporation policy.

SELECTION PROCESS:

Suitable candidates will be shortlisted, based on their eligibility/ experience in the relevant field and may be called for interview. However, in case of higher number of applications, a written examination may be conducted.

COMPENSATION PACKAGE & POSTING: The pay and allowances shall be regulated as per the GOI guidelines. However certain benefits shall be extended as per the corporation's policy. The job is transferable, and the selected candidates can be posted/ transferred to any of the office/ workplace of NCRTC during the course of their service.

SURETY BOND & PROBATION PERIOD: (Not applicable for persons joining on deputation basis)

The person selected on Absorption basis shall have to execute a Surety Bond to serve the Corporation for a minimum period of one year.

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 pay, perks and allowances attached to the post/ grade as per corporation policy. The job is transferable, and the selected candidates can be posted/ transferred to any of the office/ workplace of NCRTC during the course of their service.

HOW TO APPLY:

1. 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 (not more than 3 months old), scanned signature and scanned copies of the supporting documents.

The application should be supported with scanned copies of the following documents: -

- (i) Copies of Educational Certificates (Matriculation onwards)
 - (ii) Experience Certificate/s & Duty allocation orders
 - (iii) Copies of the APARs
 - (iv) Office order showing promotion to present grade.
 - (v) Application should be forwarded through Administrative Officer (HQ/ Board etc.) to NCRTC, duly indicating No Objection, Vigilance/ DAR clearance etc.
 - (vi) Application without supporting certificates/ documents, as mentioned above, shall be summarily rejected.**
2. Soon after submission of online application, a print-out of the same along with supporting documents, should be sent to the following address through post: -

**Career Cell,
HR Department,
National Capital Region Transport Corporation,
Near Vikas Sadan,
INA Colony,
New Delhi-110023**

Envelope containing the print-out of application and supporting documents, should be super-scribed as-

**“APPLICATION FOR THE POST OF- SR. EXECUTIVE (COORDINATION) ON DEPUTATION/
ABSORPTION BASIS**

(VN-19/2022)”

GENERAL INSTRUCTIONS:

Last date for Online Registration and submission of applications 24.05.2022.

1. 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, 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.
2. The size of photograph should be 10kb and the allowed types are .jpg or .jpeg for photograph.
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 30.04.2022.

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 career@ncrtc.in with
7. "POST- SR.EXECUTIVE (COORDINATION)-19/2022" 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 junk or spam folder. Contact No.011-24666700 (10:00 AM to 4:30 PM).

Canvassing in any form shall disqualify the candidate.
