



No. NCRTC/HR/Rectt./04/2022

Dated:27.01.2022

VACANCY NOTICE
(No.04/2022)

REQUIREMENT OF DY.HOD (LEGAL) ON 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.

NCRTC requires experienced Legal Executive at Dy. HOD level for its RRTS project. The detail of the post is as under: -

S. N.	Post & Pay-scale	No. of Posts & Cat.	Max. Age limit*	Qualification & Eligibility	Experience
(a)	(b)	(c)	(d)	(e)	(f)
1.	Sr. Dy. General Manager (Legal) Rs.80000-220000 (E5) or, Dy. General Manager (Legal) Rs.70000-200000 (E4)	01 (One) UR	55 Yrs.	<u>Qualification-</u> LLB from a reputed institute. Preferable-LLM <u>Eligibility-</u> <u>For Sr.DGM-</u> Should have been working in pay-scale Rs.80000-220000 (IDA) or should be working for last 3 years in pay-scale Rs.70000-200000 (IDA)/Rs.78800-209200 (CDA). <u>For DGM-</u> Should have been working in pay-scale Rs.70000-200000 (IDA)/Rs.78800-209200 (CDA) or	-Should have min. 10- or 08-years' Post qualification experience (for Sr.DGM/ DGM respectively) as Law/ Legal officer in a Govt. organization. Out of which minimum 5 years should be in Govt. Department matters/ arbitration, RTI, contract/ agreements, land cases, labour/ contract labour cases, empanelment of advocates, POSH etc. and attending hearing/ monitoring cases in Courts of law/ Tribunals. - Should have a good hand on drafting Affidavits/ Counter Affidavits, Notices, petitions etc.

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(a)	(b)	(c)	(d)	(e)	(f)
				Should be working for last 3 years in pay-scale Rs.60000-180000 (IDA)/ Rs.67700-208700 (CDA).	-Experience in Railways/ Metro Rail will be preferred.

- Eligibility criteria/experience/ other conditions should be fulfilled on 27.01.2022.

- Should be obtained from recognized University/Institute/Government Body
- The eligibility criteria, i.e. age, experience may be relaxed in exceptional cases.
- Reservation roster shall be applicable as of GOI.
- Number 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 selection, candidates will have to undergo a medical examination as per the Corporation's policy.

SELECTION PROCESS:

- (a) Suitable candidates will be shortlisted, based on their eligibility/ experience in the relevant field and may be called for interview.
- (b) The candidates will be offered position in NCRTC on immediate absorption/ Direct recruitment basis as per the suitability decided by the selection committee.

SURETY BOND & PROBATION PERIOD:

The selected candidates shall have to furnish a Surety Bond of Rs.1.5 lakh 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 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.

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 following documents should be attached with the application-
 - Educational Qualification (Matriculation onwards)
 - Experience Certificate/s
 - Proof of present employment/ Level
 - NOC from the employer (In case non-availability, an undertaking to submit the same at further stage of selection).

Without supporting documents, application shall not be entertained.

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,
Gati Shakti Bhawan,
INA, New Delhi-110023.**

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

“APPLICATION FOR THE POST OF- Sr.DGM/DGM (Legal)”

GENERAL INSTRUCTIONS:

Last date for Online Registration and submission of applications 10.02.2022.

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, 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.
2. The size of photograph, signature and resume should be 10, 20 and 200kb respectively and the allowed types are .jpg or .jpeg for photograph and signature. The resume must be .pdf, .doc, .docx.
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 the given date.
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 -Dy.HOD(Legal) 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. 011-4106 6943 (10:00 AM to 4:30 PM).
