

DTC invites applications for engagement of 10 contractual Managers (M/T) and 01 Manager (IT), the appointment of Contractual Managers initially for a period of 01 year which is extendable on year to year basis after giving 01 day break in service based on the performance of Contract officers during the contract period and requirement of the corporation. The eligibility criteria is as under:

(i) **Manager (Mechanical/Traffic)-10 Persons**

**Essential Qualifications:** first Class Degree in Automobile or Mechanical Engineering with MBA of Two years. In case of SC/ST candidates, at least second class degree in the mentioned fields.

(ii) **Manager (Information Technology)-01 Person**

**Essential Qualifications:** First Class BE/B. Tech in Computer Science/IT/MCA. In case of SC/ST Candidates, at least second class degree in the mentioned fields.

**Maximum age Limit:** 35 years (Age relaxation in case of SC/ST/OBC candidate as per DoPT's Guidelines.


Consolidated monthly remuneration Rs. 62,356/- (pay matrix level 8 in 7<sup>th</sup> P.C.) as on date and 12% P.F. i.e. Rs. 7482 /- to be remitted by DTC as employer share.)

**The other Terms & Conditions of their contractual appointment are as under: -**

1. The appointment of Contractual Managers initially for a period of 01 year which is extendable on year to year basis after giving 01 day break in service based on the performance of Contract officers during the contract period and requirement of the corporation.
2. The fixed Consolidated monthly remuneration shall remain same till the expiry of the Contract period as specify in the offer of Contract engagement /agreement, wherein only the lump-sum amount has been indicated. Such consolidate remuneration can be revised by adding revised DA at each occasion of fresh Contract.
3. In a calendar year, 8 Casual leave with pay will be allowed to contractual Officers (on prorata basis in calendar year) besides above remuneration and in case of excessive leaves beyond 8 days, the same will be treated as without pay. Also un-availed leave in a calendar year cannot be carried forward to next calendar year.
4. The posts of Contractual Officers in DTC is purely on contractual basis and of temporary nature. The contract can be cancelled at any time by the DTC without assigning any reason. They shall not raise any claim for seniority, regularization of their services on permanent basis in DTC at any point of time.

5. The Contractual Manager will not be entitled for any kind of other allowances such as House Rent Allowance, re-imburement of call charges of Residential Telephone/mobile, Transport facility, Residential Accommodation, LTC, gratuity, re-imburement of medical expenses incurred by them for themselves as well as for their family members, Gratuity etc. except lump-sum consolidated amount per month, as per contract.
6. In case of any contractual officer is already engaged/working in the Govt./Semi Govt. Sector/Autonomous bodies, he/she will undertake this office in writing that he/she will resign from the concerned departments before joining DTC. Also he/she will not engage himself/herself in any other assignment other than in DTC, in any manner.
7. The working schedule will be between 09.30 A.M. to 06.00 P.M. Contractual Officers so appointed can be posted in any of unit/sections of the Corporation and in case of emergency can be called in odd hours.
8. No DTC Staff Car/hired vehicle shall be provided to the Contractual Officers Officer. However, the Corporation will issue a Bus Pass to the Contractual Officers for travelling in DTC buses in the Union Territory of Delhi only for the period of his/her assignment with DTC.
9. A Contract Agreement on the non-judicial stamp paper of Rs. 50/- (to be attested by Notary Public) shall be executed with the Contractual Officer by the authorized Officer of the Personnel Deptt. of DTC.
10. The Contractual Officer shall be governed by all existing rules & Service regulations of this Corporation as well as to be amended time to time by DTC in future, if any.
11. The DTC has right to amend/add/delete any terms and conditions of this agreement during his/her contract.
12. The DTC reserves right to finalize the selection criteria for further selection of Contractual Officers. The decision of DTC with regard to eligibility or otherwise will be final.
13. Eligible and willing candidates may apply through the website [www.dtc-rp.com](http://www.dtc-rp.com) from **13.06.2022** to **12.07.2022** (till 11.59 p.m.) to the Manager (Personnel), Delhi Transport Corporation Headquarters, I. P. Estate, New Delhi-110002 on the prescribed application proforma attached herewith after which the link will be disabled and only on line applications will be accepted. Applications received by post/by hand/by mail etc. will not be accepted and will be summarily rejected. No correspondence will be entertained in this regard. The last date for submission of online applications for the post of Contractual Managers on contract basis is **12.07.2022**.
14. The candidates must go through the **INSTRUCTIONS CAREFULLY BEFORE APPLYING ONLINE** & filling up Online Application Form for the post concerned.

15. The opening date for submission of online application is 13.06.2022. The closing date for submission of online application is 12.07.2022 (11.59 p.m.) after which the link will be disabled.
16. To avoid last minute rush, candidates are advised in their own interest to submit online application much before the closing date and not to wait till the last date. DTC will not be responsible for the candidates not being able to submit their applications for reasons beyond its control.
17. Before submission of the online application, candidates must check and ensure that they have filled correct details in each field of the form. Once online application form is submitted, no request for change /correction/modification (including change of category) will be entertained or allowed under any circumstances. Application received in this regard in any form like Post, Fax, E-mail, by hand etc. shall not be entertained and no correspondence will be made in this regard.
18. Eligible and willing candidates who are working in Govt./Semi Govt. departments/Autonomous Body/PSUs may also bring NOC form the concerned department at the time of interview. The closing date of application is 12.07.2022 for the post of Contractual Managers on contract basis.

  
Manager (PLD)

**Application Format for Manager (Mechanical/Traffic) and Manager (IT)  
on contract basis in DTC**

Reference No. \_\_\_\_\_

Date \_\_\_\_\_

Name of the post applied for \_\_\_\_\_

Affix self attested recent passport size photograph.

4. Full Name(in capital): \_\_\_\_\_
5. Father's/Husband's Name: \_\_\_\_\_
6. Date of Birth(in figure and words): \_\_\_\_\_
7. Gender : Male/Female/IIIrd gender \_\_\_\_\_
8. Nationality: \_\_\_\_\_
9. Permanent Address : \_\_\_\_\_
10. Address for correspondence \_\_\_\_\_
11. Tel Ph. Number : \_\_\_\_\_
12. Email-ID \_\_\_\_\_
13. Whether belongs to SC/ST/OBC/General : \_\_\_\_\_
14. Educational qualifications:-

Sl. No.	Exam/Degree Passed	Year of passing	Name of Board/University	% of Marks/Division	Subject of Specialization	Remarks

15. Any other specialized training/course under-taken: \_\_\_\_\_

16. Whether worked in any organization/institution/PSU/Autonomous Body/Govt./Semi Govt. on Regular/Ad-hoc/Contract basis:

Name of Institution	Period of appointment	Regular/Ad-hoc/Contract basis

17. Any additional information \_\_\_\_\_

Declaration: I hereby declare that all the statements made in the application are true and complete to the best of my knowledge and belief. I understand that action can be taken against me by the Corporation (DTC) if I am declared by them to be guilty of any type of misconduct or furnishing false information mentioned herein.

Date-----

Place-----

(Signature of Applicant)

**Enclosures: -**

(Enclose copies of documents as per following order)

Please tick in the box.

- |      |  |                          |
|------|--|--------------------------|
| i)   | All Educational Qualification certificates | <input type="checkbox"/> |
| ii)  | All Experience Certificates                | <input type="checkbox"/> |
| iii) | Date of Birth Certificate                  | <input type="checkbox"/> |
| iv)  | Caste Certificate                          | <input type="checkbox"/> |
| v)   | PH Certificate if applicable               | <input type="checkbox"/> |
| vi)  | Identity Proof                             | <input type="checkbox"/> |
| vii) | Residential Address Proof                  | <input type="checkbox"/> |