

All General Manager
INDIAN RAILWAYS/PRODUCTIONS UNITS

CMD/MD/CHAIRMAN
ALL PSUs

No. RVNLCO/HR/REG(ABS)/12/2022(15289)

VACANCY NOTICE NO. 2022/RVNL/1-PR

ORGANIZATION	:	RAIL VIKAS NIGAM LTD. (RVNL)
TITLE & NO. OF POSTS	:	Dy. MANAGER (PUBLIC RELATIONS AND CORPORATE COMMUNICATION) – Rs.40000-140000/- 1 POST
LOCATION	:	CORPORATE OFFICE
SERVICE/DEPARTMENT	:	PR DEPARTMENT
TERMS OF APPOINTMENT	:	DEPUTATION / IMMEDIATE ABSORPTION
AGE	:	BELOW 56 YEARS
ESSENTIAL QUALIFICATION	:	Graduation in any discipline. AND Diploma/Degree in Journalism and Mass Communication/Public Relations from University of repute in India.
MINIMUM ELIGIBILITY	:	<p>➤ <u>If working in PSU:</u></p> <p>(i) Working in PR Department in Analogous Grade (IDA) OR (ii) Working in PR Department in post carrying grade Rs.30000-120000/- (IDA) for two years</p> <p>➤ If working in Central Govt./State Govt./Railways: Holding substantive post in Level-06 (7th CPC) in PR Department. Preference will be given to the candidates who have worked in a Railway PSUs.</p>
NOTE	:	CUT OFF DATE FOR AGE AND ELIGIBILITY WOULD BE RECKONED AS ON CLOSING DATE OF VACANCY NOTICE
WEB ADDRESS	:	www.rvnl.org - Career - Jobs
CLOSING DATE	:	30 DAYS FROM DATE OF ISSUE

CANDIDATES MAY APPLY THROUGH PROPER CHANNEL FOR SELECTION ON ABSORPTION BASIS TO THE ABOVE-MENTIONED VACANCIES IN THE PRESCRIBED PROFORMA AVAILABLE AT THE WEB ADDRESS INDICATED ABOVE.

A SCANNED COPY OF THE DULY FILLED IN AND SIGNED PROFORMA IN PDF FORMAT MAY ALSO BE SENT BY CANDIDATE THROUGH E-MAIL TO malhotra2303@gmail.com.

R. K. Malhotra

(R. K. Malhotra)

Additional General Manager/HR
RVNL/CORPORATE OFFICE



(A Government of India Enterprise)

Regd. Office: 1st Floor, August Kranti Bhawan, Bhikaji Cama Place, R.K. Puram, New Delhi-110066

Vacancy Notice No. RVNLCO/HR/REG(ABS)/12/2022(15289)

Opening Date: 10.06.2022

Closing Date: 10.07.2022 (Time upto 17:00 Hrs)

NOTICE FOR RECRUITMENT OF EXPERIENCED ENGINEER IN PR DEPARTMENT, ON IMMEDIATE ABSORPTION BASIS

Rail Vikas Nigam Limited (RVNL), is a Mini-Ratna PSU under the Ministry of Railways for fast track execution of Rail projects.

We are looking for dynamic professionals purely on regular basis from open market for the following post, for which applications are invited from Indian citizens:

1. DETAILS OF VACANCY TO BE FILLED IN:

S.No.	Post	No. of Vacancy
1	DY. MGR (Public Relations and Corporate Communication)	1

2. ESSENTIAL QUALIFICATIONS, ELIGIBILITY CRITERIA, EXPERIENCE, LOCATION:
The applicant should satisfy eligibility criteria regarding educational/professional qualifications, length of experience, required Experience, Age Limit, etc. as given in Annexure-I.

Notes: i) All mandatory educational/professional qualifications should have been obtained from a recognized university/deemed university/autonomous institutes incorporated by an Act of Parliament or State Legislature in India or UGC Act or from Government approved/recognized institutions.

ii) Experience gained after obtaining the minimum educational qualification prescribed for the post will be taken into consideration for ascertaining eligibility for the post.

iii) Crucial date for determining eligibility with reference to length of post-qualification experience and others: Applicants should possess the requisite length of post-qualification experience and should meet other eligibility criteria as on **01.06.2022**

iv) For computing the length of experience (wherever prescribed) the experience in Railway or Central/State Govt./PSUs executing Railway Infrastructure Construction together shall be taken into consideration.

3. Remuneration: The Monthly Remuneration/Pay Scale attached to the posts is indicated in **Annexure-I**. Statutory deductions on account of EPF (Employees' share), Income Tax, Professional Tax, etc. shall be made from the gross remuneration.

4. Scheme of Selection: Selection process involves Screening/Interaction and medical examination, which will be held at the Corporate Office of RVNL.

5. **Resignation:** Three months' advance notice shall be required before seeking resignation from RVNL.

6. **HOW TO APPLY:**

(i) Duly filled in Applications as per **Annexure-II** is to be sent **only by ordinary post (Courier post/Registered post/Speed post will not be accepted)** to the Addl. General Manager/HR, Room No. 283, 1st Floor, August Kranti Bhawan, Bhikaji Cama Place, R.K. Puram, New Delhi-110066 or dropped in the Application Box kept in the office of AGM/HR, New Delhi in RVNL Corporate Office on any working day, **upto 17.00 hrs. of the closing date i.e. 10.07.2022.**

(ii) **Last date for submission of the Application will be 10.07.2022.**

(iii) RVNL will not be held responsible if candidates are not able to submit their application by the last date for whatever reason.

(iv) The particulars furnished by the applicant in the application form will be treated as final. No column of the application form should be left blank; otherwise application form may be rejected.

7. The responsibility to establish eligibility for the post applied for with reference to all the prescribed eligibility conditions rests with the applicant.

8. Candidates should apply for one post only as the process of selection for all the posts will likely to be held simultaneously.

9. **Other Instructions:**

a) **Intimation for Screening/Interaction:** - Information for Screening/Interaction shall be intimated through e-mail/RVNL website. However, candidates should not wait for e-mail and they should keep checking RVNL website for keeping them abreast of the development involving recruitment process.

b) Candidates currently serving in Govt/Quasi Govt. offices/Public Sector Undertakings shall have to submit "No Objection Certificate" from their employer at the time of Screening/Interaction, failing which they shall not be allowed to appear in Screening/Interaction and their candidatures shall be treated as cancelled.

c) On final selection for Regular appointment in RVNL, such a candidate, who has been working in Govt/PSU/private entity in any capacity, should produce the document conveying the acceptance of his resignation from service of his last employer. In the absence of such document, he shall not be allowed to join RVNL service.

d) Before submitting the application, candidate must ensure that he/she fulfills all the eligibility criteria as laid down in this vacancy notice. His/her candidature will be purely provisional subject to eligibility and other verifications before or after his/her Regular appointment in RVNL.

e) The decision of RVNL about the mode of selection, number of vacancies, eligibility conditions, shortlisting of candidates for screening/interaction, etc. shall be final and binding. No correspondence will be entertained in this regard.

10. **Verification of documents:** The candidate called for Screening/Interaction shall be required to produce original documents relating to educational qualifications, experience, caste certificates etc. for verification and also to submit self-attested photocopies thereof at the time of screening/interaction. If the identity of the candidate is in doubt or he/she is not able to produce the requisite documents or there is mismatch of information in the documents or he/she is found ineligible for the post applied for or any other claim made in this application if found to be incorrect, he/she will not be allowed to appear in the screening/interaction and his candidature will be treated as cancelled.

11. **Travelling expenses:** No traveling expenses will be paid to the candidates for appearing in screening/interaction.

12. Canvassing in any form will disqualify a candidate.

13. The process of examination/recruitment does not involve any correspondence by RVNL with candidate at any stage regarding deficiency in application/documents, etc. It shall be responsibility of the candidate to satisfy himself as to his fulfilling the eligibility criteria, and also to furnish correct, complete and desired information/documents etc. Applicant would be required to furnish requisite documents so as to substantiate his/her eligibility for the post. No correspondence will be entertained from the candidates found ineligible or not shortlisted and thus not called for screening/interaction or for their non-selection.

14. ACTION AGAINST MISCONDUCT:

Candidates are advised in their own interest that they should not furnish any documents/information that are false, tampered, fabricated, having overwriting, having correction marks and they should not suppress any material information while filling up application.

15. **Documents required at the time of Screening/Interaction:** The candidate should note that the following documents are required to be produced if they are called for screening/interaction:

- a) Matriculation Certificate (for age proof).
- b) Certificates and Mark-sheets in support of the required educational/professional qualifications.
- c) Certificates in proof of experience, clearly indicating the length and field of experience.
- d) Caste certificate (In case applicant belongs to SC/ ST/ OBC (non-creamy layer).
- e) Copy of the appointment letter in support of appointment to the post in the organization in which currently working along with valid Identity card/current pay slip issued by the company.
- f) Photo I.D. proof and address proof (Passport/Aadhaar Card/Driving License/PAN card/ Voter I. Card) issued by Central/State Govt.
- g) 'No Objection Certificate' if the candidate is working in any Govt/PSU/ attached or subordinate organization or any public body substantially funded by the Govt.

16. **Information on website only:** Any corrigendum to this notice/further information/details regarding applications or applicants/any other information regarding intimation for screening/interaction/notices/results/panels shall be posted only on the official website of RVNL. No publication in any other media will be made. Therefore, the candidates are advised to keep updating themselves by checking the 'Career -- Jobs' section in RVNL's website.

STAFF Particulars form

Important <i>(please don't leave blanks)</i>	Vacancy Notice No. <i>(appears on the top right side of notice)</i>	
	File No. <i>(appears on the left side of vacancy notice)</i>	
	Post against which application has been submitted	
	Choice of Station <i>(wherever applicable)</i>	

Personal Data

1.	Name	:	
2.	Gender	:	
3.	Service	:	
4.	Department	:	
5.	Category	:	
6.	Date of Birth	:	
7.	DITS <i>(Date of entry into Time Scale)</i>	:	
8.	Date of entry in Gr.B <i>(wherever applicable)</i>	:	
9.	Present Pay Level in Pay Matrix (7 th CPC) & Basic Pay	:	
10.	Present Designation & Railway/PSU	:	
11.	Contact Details		
	(a) Email ID	:	
	(b) Telephone (O)	:	
	(c) Telephone (R)	:	
	(d) Mobile Number	:	

12. Educational Qualifications:

S. No.	Qualification/Degree	Year/ Division	Institution/University, Place/ Country

13. Experience Details:

S. No.	Designation with Place of posting	(i) Grade (i.e. Gr. B/SS, JAG/SG/SAG) (Pay level in case of Non-gazetted staff) (ii) Grade in case of PSUs staff	From	To

14. Details of previous deputation/foreign assignment (if any):-

S.No.	Organization	Designation	From	To

15. APAR Ratings for last 5 years :- (required)

Year	Rating

16. Awards, if any:

S. No.	Name of award	Brief Details

17. Punishments, if any in career:

I certify that the details furnished by me above are true and I am eligible for the post as the criteria laid down in the vacancy notice.

(Name and Signature of the applicant)

Place:

Date: