

No. NCRTC/HR/Rectt./07/2023

Date: 27.01.2023

VACANCY NOTICE
(No. 07/2023)

REQUIREMENT OF SR. DY. GENERAL MANAGER (ARCHITECT) ON DEPUTATION OR DIRECT RECRUITMENT BASIS

Commencement of Online Application	Last Date of Online Submission of Application	Date of Reckoned Eligibility
27.01.2023	27.02.2023	27.01.2023

National Capital Region Transport Corporation (NCRTC) – a Joint venture of Govt of India and participating State Government 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 and system would 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 professionals can apply for the following post: -

A. Details of the Vacancies

Name of the Post/ Pay Scale/ Level	Sr. Dy. General Manager/ Architect Rs. 80000-220000 (E5)
No of Vacancy	02 (Two)
Nature of Employment	Deputation OR Direct Recruitment
Maximum Age* (years)	45 Years

Qualification	B.Arch.
Experience	<p>Minimum 11 years of post-qualification experience at Executive Level (E2/L9 & above) or</p> <p>Minimum 13 years of post-qualification experience for private sector candidates.</p> <ul style="list-style-type: none"> - Experience in designing of architectural, interiors, landscape of elevated and underground stations of Metro/ Urban Railway Projects with working knowledge of latest Softwares. - Experience in related codes applicable to RRTS/Metro Station design. - Design, management and coordination with external consultants, site team and various system department for architectural work of various Stations
Place of Posting	Delhi-NCR

I. On Deputation Basis

Emoluments & Place of Posting	<p>The pay and allowances for deputation shall be regulated as per the DoPT rules. In addition, the Corporation offers Lease, Transport, Medical, Laptop/ Mobile handset/ Electricity/ Phone charges, subject to limits and other allowances as per Corporation's policy.</p> <p>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.</p>	
Term of Deputation	Normal term of deputation, but the period of deputation will in no case exceed 05 (Five) years.	
Exemption from the Rule of Permanent Absorption	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, 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-1 dated 03.01.2017.	
Applicable Medical & Health Standard	The candidate should not only be suitable in related field, but also should be physically and medically fit enough.	
Pay Scale	Currently working in CDA Scales	Currently working in IDA Scales
	3 years of service in pay-scale Rs. 78800-209200 (L-12)	In pay-scale Rs.80000-220000 (E5) OR 3 years of service in pay-scale Rs.70000-200000 (E4)

- 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.
- *Max. age limit may be relaxed in exceptional cases

OR

II. On Direct Recruitment Basis

Reservation of Post	02 (UR)
Emoluments & Place of Posting	<p>The Corporation offers attractive pay, perks and allowances attached to the post/ grade as per Corporation's policy.</p> <p>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.</p>

Applicable Medical & Health Standard	<ul style="list-style-type: none"> - The candidate 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. - Candidates should be medically fit as per Indian Railways Medical Standard (Executive). 		
Pay Scale / Pay Package	Currently working in CDA Scales	Currently working in IDA Scales	Currently working with Private Sector Companies
	3 years of service in pay-scale Rs. 78800-209200 (L-12)	In pay-scale Rs.80000-220000 (E5) OR 3 years of service in pay-scale Rs.70000-200000 (E4)	Having minimum annual CTC of Rs. 24 Lakhs per annum

- 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.
- *Max. age limit may be relaxed in exceptional cases
- Reserve candidates applying against unreserved post shall be treated as General category.

B. SELECTION PROCESS

Candidates will be shortlisted, based on eligibility criteria/ experience in the relevant field and may be called for interaction to assess suitability for the job.

C. SURETY BOND & PROBATION PERIOD (In case of Direct Recruitment)

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.	Candidates from Govt. Sector & Contract on (Regular Scale/ Lumpsum) from Govt. Org./ Govt. Instrumentalities/ CPSEs/ SPSEs/ Private	2,00,000	02 (Two) 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.

D. CHARACTER & ANTECEDENTS:

The success in the selection process does not confer any right to appointment unless the character & antecedents are found satisfactory after such an enquiry, that the candidate having regard to his / her character & antecedents is suitable in all respects for appointment to the service.

E. 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.

DOCUMENTS REQUIRED:

The application should be supported with the following documents:

- (i) Class 10th Certificate/ Birth Certificate
- (ii) Degree Certificate of Graduation and Post Graduation clearly showing stream/specialization.
- (iii) Appointment letter along with joining and latest salary slip of current organization.

- (iv) Experience Certificate/s & Duty allocation orders
- (v) Copies of the APARs
- (vi) Office order showing promotion to present grade.
- (vii) Experience /Service Certificate/ Relieving order issued by organization. (It should indicate date of joining, date of relieving and along with designations from each organization)
- (viii) Form -16/ITR (for private sector candidates)

Application without supporting certificates/ documents, as mentioned above, shall be summarily rejected.

Soon after submission of online application, a print-out of the same along with supporting documents, should be sent to the below mentioned address through post/by hand within 5 days from closing of the applications.

For Deputation

The application should be routed through Administrative Officer (HQ/ Board etc.) for forwarding the same to NCRTC, duly indicating No Objection, Vigilance/ DAR clearance etc. as per attached Annexure-I and should be sent to the following address: -

**Career Cell,
HR Department,
National Capital Region Transport Corporation Ltd.
GatiShakti Bhawan, INA,
New Delhi-10023**

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

**“APPLICATION FOR THE POST OF –SR. DY. GENERAL MANAGER (ARCHITECT)
ON DEPUTATION OR DIRECT RECRUITMENT BASIS”**

F. GENERAL INSTRUCTIONS:

1. Advance copy of 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.
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, NOC 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. 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.
4. In case of any query the same may be sent to recttquery@ncrtc.in with “POST –Sr. Dy. General Manager (Architect)-07/2023” 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.



**NATIONAL CAPITAL REGION TRANSPORT CORPORATION LTD.
(A joint venture of Govt. of India and participating State Govts.)**

**APPLICATION FOR THE POST OF – SR. DY. GENERAL MANAGER (ARCHITECT) ON
DEPUTATION BASIS**

(Ref. Vacancy Notice No.07/2023)

A. PERSONAL DETAILS: -

1.	Applicant's Name		Affix your latest passport size photograph, duly self-attested across
2.	Father's/ Husband's Name		
3.	Date of Birth (DD/MM/YYYY)		
	Age as on (27.01.2023)Yrs.....Months.....Days	
4.	Gender		
5.	Category (UR/OBC/ SC/ST/ EWS/PWD)		
6.	Organization/ Department		
7.	Present Organization		
8.	Present Designation		
9.	Present Pay-Scale and Basic pay	Pay-scale- Present Basic Pay-	
	Period of holding the present gradeYearsMonthsDays	
	Group-'A' / Executive Service YearsMonthsDays	
10.	Whether the grade/ pay indicated above is on substantive basis or under MACP/ in ex-cadre/ deputation post(if under MACP/ in ex cadre/ deputation post, please indicate the post held in cadre and grade of the cadre post)		
11.	Present Address		
	Permanent Address		
12.	Contact No. (with STD code)	Phone.....Mobile.....	
13.	E-mail ID		
14.	AADHAR No.		

B. EDUCATION DETAILS

S.N.	Qualification	Name of Board/ Institute/ University	Year of passing	Division/ Grade/ Percentage

C. EXPERIENCE DETAILS:-

S.N.	Period		Designation	Organization	Place of posting	Responsibilities in brief
	From	To				

(Attach separate sheet, if required)

- Total work experience in Metro Rail/ Railways - Years.
- Total work experience - Years.

D. OTHER DETAILS

1.	Whether any punishment awarded in last 10 years.	Yes/ No	
	If Yes, please furnish details		
2.	Whether any disciplinary action/ inquiry is contemplated against the applicant	Yes/ No	
	If Yes, please furnish details.		
3.	Whether debarred from deputation? If yes, please furnish details.		
4.	Whether cooling off period completed? If yes, date of return from previous deputation with details, wherever applicable.		
5.	Furnish Annual Performance Appraisal Report (APAR) grading (Outstanding/ Very Good/ Good/ Average/ Below average), if applicable. (Fill-up gradings only)	2018-19	
		2019-20	
		2020-21	
		2021-22	
6.	Time required for joining, if selected		

E. CONFIRMATION: I do hereby confirm that I am fulfilling the following criteria:-

S. N.	Criteria	Fulfilling (Yes/No)	Remarks (If any)
1.	Age as on 27.01.2023		
2.	Qualification		
3.	Working in the required grade/ Pay-scale/ Pay-package		
4.	Fulfilling total Experience criterion		
5.	Supporting documents attached		

I hereby declare that the particulars furnished above by me are true and I am eligible for the post as per the criteria laid down in the vacancy notice. I understand that my candidature will be cancelled, if any information is found incorrect or false at any point of time.

A copy of the application has been endorsed to my Administrative Officer viz. _____ for forwarding the application to NCRTC indicating No objection, vigilance/ DAR clearance etc.

Place:
Date:

(Signature of the Candidate)

Name

Designation.....

Annexure-II

CERTIFICATE

1. Certified that the particulars furnished by Shri/Smt/Ms. have been verified from his/her service record and found correct.
2. No vigilance case is either pending or contemplated against Shri/Smt/Ms. His/her integrity is certified.
3. No major/minor penalty was imposed on Shri/Smt./Ms.during the last 10 years as per records in the Ministry/Department.

Date:

Signature of Head of Office /Department

Place:

(Office stamp)