

No. PERS/9/6/Manager/2023 – VC No. 20/23 (D)
Dt. 18.07.2023

Subject: Filling up of the 1 (one) post of Manager (Environment) on immediate absorption basis in RITES Ltd. Corporate Office/Gurugram.

RITES Ltd., a Government of India Enterprise was established in 1974, under the aegis of Indian Railways. RITES Ltd. is incorporated in India as a Public Limited Company under the Companies Act, 1956. RITES Ltd., an ISO 9001:2015 company, is a multi-disciplinary consultancy organization in the fields of transport, infrastructure and related technologies.

There is a requirement of filling up the subject post in RITES Ltd. on immediate absorption basis from officials working in Central/State Government/ Autonomous Bodies/ CPSUs/ State PSUs on **regular basis** as per details attached in the Annexure-I.

Last date of receipt of duly forwarded application through respective Administrative officer indicating No Objection, Vigilance/DAR clearance & Vigilance/D&AR records indicating details of penalties if any, imposed upon the applicant during his service and ACRs/APARs for the past 05 years with specific mention of the grading in the APARs (OS, VG, Good, Fair, Poor) is **45 days** from the date of issue of the vacancy circular.

The applicant is also advised to send an advance copy of his application in the prescribed format (Annexure-II) along with detailed CV directly at desraj@rites.com/sbu.hr@rites.com within **30 days** from the date of publication of vacancy notice for our record. However, in absence of receipt of the forwarded application and the required documents within the stipulated period, the advance copy of the application so received, will be liable for non-consideration for the subject post. No correspondence either from the applicant or from his organization in this regard including the request for extension of time period shall be entertained.



(B.K. Nanda)
Jt. General Manager (HR)

Transforming to GREEN

Annexure -I

1.	Organization	RITES Ltd.
2.	Nomenclature of the post and scale	Manager (Environment) at E-3 level in IDA pay scale of Rs.60,000-1,80,000
3.	No. of vacancies	1 No.
4.	Location	Gurugram
5.	Requirement of Scale of Pay of the post in parent organization	Officials working in IDA pay scale of Rs.50,000-1,60,000/ Group 'B' Gazetted officers in level 8 and above in CDA pay scale. Officials working in higher pay scale can also apply.
6.	Job specification, Experience details, Educational Qualification and Age requirement	Experience: A professional with 10 years of experience in the field of environmental/ social wing and preparation of tender/ bid documents for tendering process related to environment engineering etc. Educational Qualification: BE/B.Tech/B.Sc. (Engg.) Degree in Civil Engg./Environmental Engg. and Master's degree in Environment Engg. The applicant should not be more than 40 years of age as on 01.07.2023
7.	Mode of application	1. Applications are to be sent through respective Administrative officer indicating No Objection, Vigilance/DAR clearance & Vigilance/D&AR records indicating details of penalties if any, imposed upon the applicant during his service and ACRs/APARs for the past 05 years with specific mention of the grading in the APARs (OS, VG, Good, Fair, Poor). The applicants are also required to send their CV in the prescribed format (Annexure II) along with the applications. 2. The forwarded application along with other required documents must reach us within 45 days from the date of issue of vacancy notice. 3. The applicant is also advised to send an advance copy of his application in the prescribed format (Annexure-II) along with detailed CV directly at desraj@rites.com / sbu.hr@rites.com within 30 days



		<p>from the date of publication of vacancy notice for our record. However, in absence of receipt of the forwarded application and the required documents within the stipulated period, the advance copy of the application so received, will be liable for non-consideration for the subject post. No correspondence either from the applicant or from his organization in this regard including the request for extension of time period shall be entertained.</p> <p>4. The applications should be addressed to:</p> <p>Shri S. Mohanty, General Manager (HR), RITES Ltd., Shikhar, Plot No.1, Sector-29, Gurugram-122001</p> <p>Queries if any should be sent to sbu.hr@rites.com, desraj@rites.com</p>
8.	Mode of selection	<p>Applications will be scrutinized on the basis of the following parameters on a 100 point scale:</p> <ol style="list-style-type: none"> 1. Education qualification (20 Marks) 2. Vigilance and D&AR record (10 Marks) 3. Performance (APARs) (25 Marks) 4. Work Experience (15 Marks) 5. Length of service (10 Marks) 6. Overall Suitability (20 Marks)


 (B.K. Nanda)
 Jt. General Manager (HR)

APPLICATION IN PRESCRIBED PROFORMA

Vacancy Notice and date	Vacancy Circular No. 20/23 (D) Dated: 18.07.2023
Post against which application has been submitted	Manager (Environment)
Mode of appointment	Immediate absorption

PERSONAL DATA

1	Name	:	
2	Gender	:	
3	Service	:	
4	Organization/ Department	:	
5	Category	:	
6	Date of Birth	:	
8	Present Pay Scale	:	
9	Present Designation	:	
10	Contact Details	:	
a.	Email ID	:	
b.	Telephone (O)	:	
c.	Telephone (R)	:	
d.	Mobile Number	:	
e.	Complete address of HoD for correspondence	:	
f.	Complete address of Candidate	:	

11. EDUCATIONAL QUALIFICATION

SN	Qualification/Degree	Year	Division	Institution/University, Place/Country

12. EXPERIENCE DETAILS

SN	Designation with place of posting	Grade	From	To	Nature of duties performed

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

Name and Signature of the applicant

Place

Date