



IRCON INTERNATIONAL LIMITED



(A Public Sector Undertaking under the Ministry of Railways)
Regd. Office: C-4, District Centre, Saket, New Delhi – 110 017 (India)

CIN-L45203DL1976GOI008171

Web: www.ircon.org

Date: 01-07-2019

Recruitment of Financial Analyst on Contract basis **(Advt. No. C07/2019)**

IRCON INTERNATIONAL LIMITED is a premier schedule “A” infrastructure Public Sector Enterprise under Ministry of Railways engaged in the construction of turnkey infrastructure projects in Railways, Highways, Buildings, Power sectors, etc. The company has recorded a total turnover of more than Rs 4680 crores in the year 2018-19. The Company has successfully completed large value Railway and Highway Projects over the years in India and abroad including Malaysia, Bangladesh, Algeria, Iraq, Jordan, Saudi Arabia, Indonesia, Turkey, Nepal and Sri Lanka.

The company invites applications for recruitment to the following post **on Contract basis for Ircon's Corporate Office for 01 year at a fixed all-inclusive salary, the eligibility criteria and other details are tabulated below:**

Post & Fixed Pay	Essential Qualification	Born not before	Post Qualification Experience (As on 01.07.2019)
Financial Analyst Total Posts-01 (UR) Fixed Pay Rs. 1.10 Lakh per month	Commerce Graduate AND Master in Commerce/ Business Management/ Finance/ Quantitative Finance from a reputed institute.	01.06.1984	Minimum 4 years' experience in relevant field in Financial modelling, financial analysis and reporting, Cost Management, Quantitative Finance, Asset Management, Budgeting Model, Effective scoping of a project, Advance Excel analysis tools and models like DCF, Market analysis, Corporate Valuation, Statistical analysis.

Medical Standards : Candidates should be in sound health. No relaxation in health standards will be allowed.

GENERAL CONDITIONS:

- 1 The above post is specifically for **Ircon's Corporate Office, New Delhi** and not for the regular establishment of Ircon. The appointment will be initially for a period of one year, extendable further as per the requirements of the company, if the services of the candidates are found to be satisfactory.
- 2 Reimbursement for indoor treatment for self at the place of posting only would be permissible.
- 3 Minimum PF as prescribed under the EPF & MP Act 1952 will be deducted from the salary and a matching contribution will be made by IRCON. The accumulations will be paid at the time of cessation of contract.
- 4 One leave for each calendar month of service which can be availed during the contract period. Leave can be carried forward and accumulated but no leave encashment for unavailed leave is allowed during the contract or on resignation or termination of contract. No other type of leave would be admissible.
- 5 TA/DA would also be admissible if deputed on outstation duty.
- 6 No other perks or benefits would be admissible except the above.
- 7 Working hours/days and off will be the same as for the Corporate Office.

HOW TO APPLY:

1. Application typed on A-4 size paper in the format given at the end of the advertisement should be addressed and sent to **GM/HRM, Ircon International Ltd.** as per address given in table below accompanied with the self attested photocopies of the following documents:
 - a) Matriculation Certificate (for age proof).
 - b) Certificate of Degree and other qualifications as mentioned and as per eligibility conditions.
 - c) Certificates of other professional qualifications.
 - d) Certificates in proof of experience, clearly indicating the length and line of experience as per eligibility conditions.
 - e) Community certificate (SC, ST, OBC etc.), if applicable. Please note that candidates belonging to OBC category have to submit the latest financial year OBC (non creamy layer) certificate in centre format to be produced by OBC applying for appointment to posts under Govt. of India.
 - f) NOC from present employer if working in Govt./PSU/autonomous Bodies.
 - g) Complete set of self-attested photocopies of all the above mentioned certificates.

SELECTION PROCESS:

1. Applicants may send their application in advance or **Applicants who consider themselves as eligible should straightway report for the interview with application** as per the following schedule. **No interview call letters will be issued as this is a walk-in-interview.**

Post	Date & Time for Walk-in-Interview	Address for Walk-in - Interviews & Sending Advance Applications	Last Date for receipt of Advance Applications at this office
Financial Analyst	16-07-2019 Reporting time - 09.30 am	Ircon Corporate Office, C-4 District Centre Saket, New Delhi-110017	12-07-2019

2. Only such applicants will be interviewed who are eligible as per the eligibility criteria. Applicants are, therefore, advised to check their eligibility thoroughly while applying so as to avoid disappointment at a later stage. **The applicants must bring the original certificates in proof of age, community, educational qualifications and experience while coming for the interview failing which the interview of the candidate will not conducted.**
3. Incomplete or vague applications or applications not accompanied with documents as mentioned above (how to apply) will be rejected summarily. Applications not in the prescribed format or without a photograph will also not be entertained. Also candidates not accompanied with original documents as mention above will not be allowed to appear for the Interview.
4. Applicants working in Govt./PSUs may note that they have to produce NOC at the time of interview and resign from their parent organization on their selection.
5. Advance copy of application may be sent in an envelope super scribed - "**Application for the post of Financial Analyst vide Advt. No. C07/ 2019**"

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Application Format for the post of **Financial Analyst - Advt. No. C07/ 2019**

1. Name in full (In Block letters) : _____
2. Father's Name : _____
3. Date of Birth (DD-MM-YY) : _____
4. Community (SC/ST/OBC/Gen) : _____
5. Religion : _____
6. Whether belong to Minority : ___ Yes / No _____
7. Last/Present Organization : _____

Affix
Passport size
Photograph

(Please tick)

Govt. (Central/State)	PSU	Auto. Bodies	Others
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8. Correspondence Address : _____

 _____ Pin Code _____

Contact Phone No with STD Code : _____

9. E-Mail Address : _____

10. Qualifications (Academic & Professional):

Exam Passed	Year of Passing	Name of the Instt./ University	Marks obtained	Max. countable marks	%age of marks

11. Post Qualification Experience as on 01-07-2019

*Please give the detailed experience in attached sheet (Annexure-I). Attach copy of **Experience Certificate(s)** or acceptable **proof of joining & relieving** in support of experience.*

Signature of the Candidate

Verification

I declare that the information furnished above by me is true to the best of my knowledge and belief and that nothing material has been concealed.

Place : _____

Date : _____

Signature of the Candidate

Details of Post Qualification Work Experience as on 01-07-2019

Post held with scale of pay or gross emoluments	Name of the Employer (Give the name of Organisation/ company)	P E R I O D			Details of Experience
		From Date DD/MM/YY	To Date DD/MM/YY	Total Duration (in Yrs. & Months)	

Total Experience = _____ Years _____ Months _____ Days

Signature of the Candidate