



IRCON PB TOLLWAY LIMITED ('IrconPBTL')

A Wholly-owned Subsidiary of Ircon International Limited

A Government of India Undertaking

Regd. Office: C-4, District Centre, Saket, New Delhi-110 017 (India)

Tel.: +91-11-29565666, Fax: +91-11-26854000, 26522000

(CIN – U45400DL2014GOI272220)



Recruitment on Contract Basis

Advt. No. – IrconPBTL C01/2019

IrconPBTL, is a wholly-owned subsidiary of **IRCON INTERNATIONAL LIMITED (Ircon)** incorporated for execution of Bikaner-Phalodi Highway Project of “Widening & Strengthening of the existing Bikaner & Phalodi Section to Four lane from km 4.200 to km 55.250 and Two Lane with paved shoulder from Km 55.250 to Km 163.500 of NH-15 on Build, Operate, and Transfer (BOT) (Toll) basis in the State of Rajasthan.” Bikaner-Phalodi Highway Project has now entered into Operation & Maintenance Phase and has started its Commercial Tolling Operations.

The Company hereby invites applications for appointment to the following posts **on Contract Basis with a initial term of one year – renewable on year to year basis at a fixed all-inclusive salary; for which eligibility criteria is tabulated as below:**

Name of Post & No. of Vacancies	Minimum Educational Qualification	Total Post Qualification Experience (In Years)	Fixed Pay	Age Limit
1. <u>Financial Supervisor</u> [Designated Rank: Deputy General Manager/ Finance] Total Posts – 1 (UR)	Qualified Chartered Accountant, holding membership of the Institute of Chartered Accountants of India (ICAI)	Seven years experience in the field of accounting, taxation, filing of returns, handling of audit and should be able to prepare the financial statements as per IND AS.	Rs. 80,000/- per month	Not more than 40 years
2. <u>Finance/Accounts Assistant #</u> Total Posts – 1 (UR)	CA/ICWA Intermediate	Experience is Desirable.	Rs. 40,000/- per month	Not more than 35 years

Candidate Selected for the post of Finance/Accounts Assistant can be posted in any of the other subsidiaries of Ircon International Limited.

*** Age relaxations as per Govt. of India guidelines subject to fulfillment of the requisite qualification, & experience criteria etc.**

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

Place of Posting: Company's Corporate Office at C-4, District Centre, Saket, New Delhi.

Selection Process: Walk in Interview, Scheduled on **18.06.2019**.

A. The above posts are specifically on **Contract basis** and not for the regular establishment of the Company. 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 satisfactory.

B. There are no allowances over and above the fixed pay, except as mentioned below: -

B-1 Reimbursement for indoor treatment for self at the place of posting would be permissible, equivalent to the entitlement in Ircon.

B-2 Minimum PF as prescribed under the EPF & MP Act 1952 will be deducted from the salary and a matching contribution will be made by IrconPBTL. The accumulations will be paid at the time of cessation of contract.

B-3 One leave for each calendar month of service can be availed during the contract period. Leave can be carried forward and accumulated but no leave encashment for un-availed leave is allowed during the contract or on resignation or termination of contract. No other type of leave would be admissible.

B-4 Weekly off and other public holidays when the office remains closed would be available.

B-5 TA/DA would also be admissible if deputed on outstation duty.

B-6 Working hours will be the same as for the Holding Company – Ircon International Limited.

B-7 No other perks or benefits would be admissible except as mentioned above.

C. How to Apply:

1. Candidates are advised to submit the **Application for the advertised post in the format attached as Annexure I**, to paste a recent self-attested passport size photograph in the space indicated, put her / his signature in the space provided and submit the application accompanied with the copy of following self-attested documents:

- (a) Matriculation Certificate (for age proof);
- (b) Self-Attested copies of Mark Sheets and Intermediate/Final Pass Certificate of Essential Qualifications Prescribed;
- (c) Certificates in proof of professional experience, as applicable, clearly indicating the length and line of experience as per eligibility conditions/criteria;
- (d) Certificates of other professional qualifications, if any;
- (e) Duly Self-signed Curriculum Vitae, if any.

2. Candidates must bring the **original and complete set of self-attested photocopies** of all the above mentioned Mark Sheets and Certificates at the time of **Walk-in-Interview**, failing which they will not be allowed to appear for the interview.

3. Candidates can submit the aforesaid duly filled in application alongwith the requisite documents:-

- **Either in advance by dispatching the same addressed to ‘Company Secretary, Ircon PB Tollway Limited, C-4, District Centre, Saket, New Delhi 110017’ so as to reach latest by 14.06.2019 to the office of IrconPBTl; or**

- **By submitting the application on the date of walk-in-interview on 18.06.2019.**

4. The envelope containing the hard copy of the application should be clearly super scribed **“Application for the post of _____ on Contract Basis Advt. No – IrconPBTl C01/2019”**.

5. The candidates are advised to check any notice for interview amendment in this regard at www.ircon.org only, as there would not be separate communication in this regard with the candidates.

6. Incomplete or Vague Applications not accompanied with documents as mentioned above point at C-1 will be rejected summarily.

7. Reporting time and venue for walk-in-interview on **18.06.2019** is **9.30 a.m.** at the Office of Ircon PB Tollway Limited, C-4, District Centre, Saket, New Delhi – 110017. **Contact Person:** Ms. Shudodhani, Company Secretary, Ircon PB Tollway Limited, M: 9818119256, E-mail id: busi.info.irconpbtl@gmail.com.

**Application Format for the post of “ _____ ”
in IIcon PB Tollway Limited on Contract Basis vide Advt. No. IIconPBTL C01/2019**

1. Name in full (in Block Letters) : _____

2. Father's Name : _____

3. Date of Birth (DD-MM-YY) : DDMMYY

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4. Community (SC/ST/OBC/GEN) : _____

5. Correspondence Address : _____

Contact No.: _____

Email address: _____



6. Qualification details:

Exam Passed	Year of Passing	Name of University / Institute	Marks Obtained	Max. countable marks	%age of marks

7. Professional Work Experience:

Post	Name and Full address of Employer	PERIOD			Job Profile
		From	To	Total Duration (in Years & Months)	

8. Total Work Experience is _____ years _____ months.

9. Check list

(Copies of following documents attached)

- a. Class X Certificate as proof for date of birth : Yes / No
- b. Pass Certificates and Marks Sheet : Yes / No
- c. Experience Certificates : Yes / No

Declaration

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