

VACANCY NOTICE NO. 2024/IRCON/FINANCE-19

Issued on 27.11.2024



**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)

**GENERAL MANAGERS  
ALL RAILWAYS**

No. IRCON/HRM/DEPU/FIN./99653/6 Pt.III/

Issued on 27.11.2024

|                          |   |   |
|--------------------------|---|---|
| Organization             | : | IRCON INTERNATIONAL LIMITED   |
| Title & No. of posts     | : | Chief General Manager/Finance – <b>01 Post</b>  |
| Location                 | : | Corporate Office, New Delhi   |
| Duration                 | : | 3 years from the date of appointment which can be further extended upto 5 years.  |
| Terms of appointment     | : | Deputation basis.   |
| Scale of pay             | : | <b>For SAG/NFSAG Officer – CGM level</b><br>Rs.144200-218200/- (CDA) (Pay matrix level 14)  |
| Perks/Benefits           | : | <b><u>Perks/ Benefits: (Annexure-I)</u></b> <ul style="list-style-type: none"><li>• Medical Allowance (outdoor) – As per IRCON Rules.</li><li>• Reimbursement of expenses (Caretaker) - As per IRCON Rules.</li><li>• Lease/ HRA - As per IRCON Rules.</li><li>• Deputation allowance, Transport allowance, Reimbursement for mobile and landline phone etc. Further details on perks &amp; allowances, please see the attachment.</li><li>• Other allowances (if any) – As per IRCON Rules.</li></ul>  |
| Qualification/Experience | : | <ul style="list-style-type: none"><li>• IRAS Officer working in SAG/NFSAG scale with experience in Finance, Accounts, Budgeting, Internal Audit and Exchequer control. Officer should be well versed in finalization of accounts in computerized environment.</li><li>• Officers with additional experience in construction/ project management services/ infrastructure sector will be required.</li><li>• Relevant extensive experience and requisite knowledge in the same field.</li><li>• The number of years of experience and nature of experience of the officer in the specific area as per requirement will be taken into consideration.</li><li>• Officer should have good communication skills.</li></ul> |

- Overall, an officer with a good mix of all of the above shall be preferred for selection.

|   |   |  |
|---|---|--|
| Any other information relevant to the project   | : | IRCON is executing numerous works for Indian Railway on assignment basis. The total work order of Ircon has 80% Railway Works, 10% Foreign Projects and Balance IRCON has obtained through competitive bidding. With the GST implementation, the Tax related works have increased finance functioning need to be strengthened in the Organization. With more Contracts proposed to be executed under EPC method, Contract Management requires inputs from the Finance. Thus, there is a requirement of senior IRAS officers for proper timely completion of works. |
| Age limit   | : | SAG level – Not exceeding fifty eight years on the closing date of receipt of application.<br><br>Below SAG level – Not exceeding fifty six years on the closing date of receipt of application.   |
| Whether the company/ organisation has been exempted from the rule of permanent absorption and if so, the date upto which the exemption is valid | : | The Ministry of Railways has conveyed their approval for continuance of Railway Officers on deputation on exemption from the rule of immediate absorption to IRCON for a period of three years w.e.f. 31.08.2023 vide their letter No.2023/PL/44/08 dated 12.07.2024.  |
| Note  | : | Cut off date for eligibility would be reckoned as on closing date of vacancy notice.   |
| Web address   | : | <a href="http://www.ircon.org">www.ircon.org</a>   |
| Closing date  | : | 26 December 2024   |

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Candidates may apply through proper channel for selection on Deputation basis to the above-mentioned vacancies in the prescribed proforma attached herewith. A scanned copy of application in the enclosed format duly filled may also be sent by candidate in advance through e-mail to [deputation@ircon.org](mailto:deputation@ircon.org) so as to reach us by 26.12.2024.

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**( Sumit Yadav )**  
**Dy. General Manager/HRM**

**Please note that this is a system generated letter and does not need signature of issuing authority.)**

**ALLOWANCES TO DEPUTATIONISTS IN INDIA**

Allowances payable to deputationists working in IRCON at Indian projects are as under :

| S.No. | Allowances                         |                     |
|-------|------------------------------------|---------------------|
| 1.    | <b>Medical Allowance (Outdoor)</b> | As per IRCON Rules. |

**2. Reimbursement of expenses for Office Work at residence:**

| Level of Officials | Revised Entitlement (in Rs) |
|--------------------|-----------------------------|
| E-9                | 12,000/-                    |
| E-8                | 12,000/-                    |
| E-7                | 5,000/-                     |

**3. Reimbursement of expenses of caretaker:**

| Level of Officials       | Revised Entitlement (in Rs) |
|--------------------------|-----------------------------|
| E-9 (Deputationist only) | 28,800/-                    |
| E-8 (Deputationist only) | 28,800/-                    |
| E-7 (Deputationist only) | 24,700/-                    |

**4. Grant of Transport Allowance:**

In terms of RBE No. 80/2017 dated 03.08.2017 & RBE No. 96/2017 dated 17.08.2017 (Ann-F) Transport Allowance to Railway employees has been revised w.e.f. 01.07.2017 as under :

| Employees drawing pay in Pay Level | Rate of Transport Allowance per month          |                                      |
|------------------------------------|--|--------------------------------------|
|                                    | Employees posted in the Cities as per Annexure | Employees posted at all Other Places |
| 9 and above                        | Rs. 7200 + DA thereon                          | Rs. 3600 + DA thereon                |
| 3 to 8                             | Rs. 3600 + DA thereon                          | Rs. 1800 + DA thereon                |
| 1 and 2                            | Rs. 1350 + DA thereon                          | Rs. 900 + DA thereon                 |

- (i) Officers drawing pay in Level 14 and above (CGM and above) in the Pay Matrix, who are entitled to the use of official car in terms of Board's letter No. E(G)95 AL 4-9 dated 06.11.1995 shall be given the option to avail the official car facility or to draw Transport Allowance at the rates of Rs.15750/- p.m. plus Dearness Allowance thereon.

- (ii) Those employees who are drawing pay of Rs. 24200/- & above in Pay Level 1 & 2 of the Pay Matrix, shall be eligible for grant of Transport Allowance @ Rs. 3600 plus D.A. thereon at the cities mentioned in the Annexure to the above cited Board's letter and @ Rs. 1800 plus D.A. thereon at all other places.

**5. Grant of House Rent Allowance:**

House Rent Allowance (HRA) to Railway employees has been revised w.e.f. 01.07.2017 in terms of RBE No.71/2017 dated 19.07.2017 (Ann-B) as under:-

| Classification of Cities/Towns | Rate of House Rent Allowance per month as a percentage of Basis pay only |
|--------------------------------|--|
| <b>X</b>                       | <b>24%</b>   |
| <b>Y</b>                       | <b>16%</b>   |
| <b>Z</b>                       | <b>8%</b>  |

The rate of HRA will not be less than Rs. 5400/-, 3600/- and 1800/- at 'X', 'Y' & 'Z' class cities respectively.

The rates of HRA will be revised to 27%, 18% and 9% for 'X', 'Y' and 'Z' class cities respectively when Dearness Allowance (DA) crosses 25% and further revised to 30%, 20% and 10% when DA crosses 50%.

6. **Medical benefits (Indoor)**- Deputationist can opt for medical facilities under the Railways or medical facilities admissible under IRCON's Medical Rules.

**7. Mobile phone and land line at Office/Residence for offices and projects in India.**

**1) Land line phone at office:**

| S.No. | Facility     |     |     |                  |       |             |
|-------|--------------|-----|-----|------------------|-------|-------------|
|       | Designation  | ISD | STD | Direct Telephone | EPBAX | Plan System |
| i     | ED/PD/CGM/GM | Yes | Yes | Yes              | Yes   | Yes         |
| ii    | CPM/AGM/PH   | No  | Yes | Yes              | Yes   | Yes         |
| iii   | JGM          | No  | Yes | No               | Yes   | No          |
| iv    | DGM to AM    | No  | Yes | No               | Yes   | No          |

Note: (i) Provision of ISD facility, for AGM and below shall require prior approval of CMD.

**2) Land line phone at office:**

National CUG services as approved by IRCON for all officers upto with Airtel are

| S.No. | Designation         | Plans        |
|-------|---------------------|--------------|
| 1     | ED, CGM & GM        | National CUG |
| 2     | AGM, JGM, DGM       |              |
| 3     | Mgr, DM, AM & AO/AE |              |
| 4     | SE/JE/PA            |              |

- 3) Overall monthly ceiling for all telecom charges including CUG mobile/mobile data/ Residential land line and broadband as (eligible) is given in the table below (in Rs.)

| S.No. | Over all Monthly Entitlement    |                          |
|-------|---------------------------------|--------------------------|
|       | Designation                     | Limit (Inclusive of GST) |
| 1     | Executive Director              | 5,000                    |
| 2     | Chief General Manager           | 5,000                    |
| 3     | General Manager                 | 4,000                    |
| 4     | Addl. General Manager           | 2,500                    |
| 5     | Joint General Manager           | 2,500                    |
| 6     | Dy. General Manager             | 1,500                    |
| 7     | Manager                         | 1,500                    |
| 8     | Deputy Manager                  | 1,200                    |
| 9     | Assistant Manager               | 1,200                    |
| 10    | Executive                       | 1,000                    |
| 11    | AO/AE/SO/SE/JE/PA               | 500                      |
| 12    | Driver attached with ED & above | 300                      |

4) Cost of Mobile Handset :-

| S.No. | Designation                     | Limit (Exclusive of GST) |
|-------|---------------------------------|--------------------------|
| 1     | Executive Director              | 40,000/-                 |
| 2     | Chief General Manager           | 40,000/-                 |
| 3     | General Manager                 | 30,000/-                 |
| 4     | Addl. General Manager           | 30,000/-                 |
| 5     | Joint General Manager           | 30,000/-                 |
| 6     | Dy. General Manager             | 20,000/-                 |
| 7     | Manager                         | 20,000/-                 |
| 8     | Deputy Manager                  | 10,000/-                 |
| 9     | Assistant Manager               | 10,000/-                 |
| 10    | Executive                       | 10,000/-                 |
| 11    | AO/AE/SO/SE/JE/PA               | 8,000/-                  |
| 12    | Driver attached with ED & above | 6,000/-                  |

8. Purchase of Brief case reimbursement:

| Level of Officials | Revised Entitlement (in Rs.) |
|--------------------|------------------------------|
| E-9                | 12,000/-                     |
| E-8                | 10,000/-                     |
| E-7                | 8,000/-                      |
| E-6                | 7,000/-                      |
| E-5                | 6,000/-                      |
| E-4                | 5,000/-                      |
| E-3                | 4,000/-                      |
| E-2                | 4,000/-                      |

|   |         |
|---|---------|
| E-1                                       | 3,000/- |
| E-0                                       | 3,000/- |
| Others whenever required                  | 2,500/- |
| <b>Replacement: After every two years</b> |         |

9. **Reimbursement of Membership/ subscription fees** - The Deputationists after completion of one year of service shall be entitled for reimbursement of annual membership/ subscription fees for National / International institute and Societies as per policy of Ircon.

10. **Birthday gift/ Diwali gift** - The Deputationists are entitled for Birthday/ Diwali gift as per policy of Ircon.

11. **Resorts facilities** - The deputationists are entitled to avail the Resorts facilities at Old Anchor Dalmia Resorts Goa and Sterling Holiday Resorts at forty locations in India & One in Sri Lanka as per policy of Ircon.



**Vacancy Notice No-.....**

**FOR SUBMISSION OF APPLICATION ON DEPUTATION BASIS**

1. **Post Applied for** (in Block Letters): \_\_\_\_\_
2. **Name in full** (In Block letters) : \_\_\_\_\_
3. **Father's Name** : \_\_\_\_\_
4. **Date of Birth** : \_\_\_\_\_
5. **Community** : \_\_\_\_\_  
(SC/ ST/OBC)
6. **Religion** : \_\_\_\_\_ whether belong to Minority: Yes/No (Please tick)
7. **Present Designation and Railway:** \_\_\_\_\_
8. **Date of entry in Railway** : \_\_\_\_\_
9. **Date of entry in SAG/NFSAG Scale** : \_\_\_\_\_
10. **Correspondence Address** : \_\_\_\_\_  
(In Block letters) \_\_\_\_\_  
\_\_\_\_\_
11. **Contact Phone & Fax no.** : \_\_\_\_\_  
**E-mail ID** : \_\_\_\_\_  
\_\_\_\_\_

**12. Qualifications (Academic & Professional):**

| Exam Passed | Year of Passing | Name of the Instt./ University |
|-------------|-----------------|--------------------------------|
|             |                 |                                |

|  |  |  |
|--|--|--|
|  |  |  |
|  |  |  |
|  |  |  |

**13. Experience Details**

| Post held | Scale of Pay | Name & address of the Employer | PERIOD    |         |                | Brief detail of work handled<br><br>(Attach separate sheet if necessary) |
|-----------|--------------|--------------------------------|-----------|---------|----------------|--|
|           |              |                                | From date | To date | Total Duration |  |
|           |              |                                |           |         |                |  |
|           |              |                                |           |         |                |  |
|           |              |                                |           |         |                |  |
|           |              |                                |           |         |                |  |

**My total work experience is \_\_\_\_ years \_\_\_\_ months and my current pay scale is \_\_\_\_\_ since \_\_\_\_\_**

14. **Details of Computer/ERP proficiency:** \_\_\_\_\_

15. Whether debarred from deputation? : \_\_\_\_\_  
If yes, please furnish details

16. Whether cooling off period completed? : \_\_\_\_\_  
If yes, date of return from previous deputation with details, wherever applicable



17. APAR Ratings for last 5 years :-

| YEAR | RATING |
|------|--------|
|      |        |
|      |        |
|      |        |
|      |        |
|      |        |

18. Awards, if any:-

| S.No. | Name of Award | Brief Details |
|-------|---------------|---------------|
|       |               |               |

19. Punishments, if any in career: - \_\_\_\_\_

20. List of Enclosures:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Signature of the Candidate**  
**(Name of 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**  
**(Name of candidate)**

## FORWARDING/ CERTIFICATION BY EMPLOYER

Certified that the information / details provided in the above application by the applicant are true and correct as per the facts available on record. He possesses educational qualifications and experience mentioned in vacancy circular. If selected, his relieving shall be subject to exigencies of work.

2. It is also certified:-

- (i) That there is no vigilance/ disciplinary case or criminal case pending or contemplated against Shri \_\_\_\_\_.
- (ii) That his integrity is certified.
- (iii) That his APAR dossier for the last five years, duly attested by a Competent Officer are enclosed.
- (iv) It is certified that no major/minor penalty has been imposed on him during last ten years.
- (v) That the cadre controlling authority has no objection to the consideration of the applicant for the post mentioned in this advertisement.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Mobile No. \_\_\_\_\_

Office Seal \_\_\_\_\_

Place:

Date: